

Credit Transfer Application Form

- Please fill out this form and complete all sections
- Please ensure that certified supporting documents are attached with this application.

Section 1 – Student Details			
Student Name:		Student ID.:	
Course Code and Name:			
Section 2 – Application and Declaration			
Student:			
<input type="checkbox"/> I wish to apply for credit transfer for the units of competency <input type="checkbox"/> I have attached original copy of certification documentation from another RTO. <input type="checkbox"/> I declare that certification documentation supplied is legitimate, true and correct. <input type="checkbox"/> I understand that the Assessor will verify my certification documentation for validity.			
Student Signature:		Date:	/ /
Note: AEC may decide to reject an application from a student in the event that the VET transcripts issued by the Registrar cannot be authenticated.			
Section 3 – Units /Modules Outcome (Please ensure that certified supporting documents such as Statement of Attainment/Result or Official Transcripts are attached with this application)			
Student to complete		Assessor Only (FOR OFFICE USE ONLY)	

Credit Transfer From (mention previous unit code & unit name)	Credit transfer to (mention current unit code & unit name)	Evidence against the credit transfer requested	Evidence supplied	Evidence Verified	As ses ment Ou tco me	Assess or Initial
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
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			<input type="checkbox"/>	<input type="checkbox"/>		

AUSTRALIAN ENGINEERING COLLEGE PTY LTD t/a AUSTRALIAN ENGINEERING COLLEGE

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Credit Transfer Application Form V1.0

			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		
			<input type="checkbox"/>	<input type="checkbox"/>		

Please note: If you are applying CT (Credit Transfer) for more than 20 units please use the additional page

Section 4 – Assessor Judgement and Declaration (FOR OFFICE USE ONLY)

I declare that I have verified certification documentation and the documents supplied by the student are legitimate, true and correct.

Application Approved: Yes No

AEC Assessor Name:

Assessor Signature:

Date:

Initials

Admin Use only

SMS Updated:

Yes No

Date:

Initials

Student file updated:

Yes No

Date:

Initials

Credit Transfer Record

Yes No

Register Updated:

Yes No

Date:

Initials