

Credit Transfer Application form

- Please fill this form and complete all sections
- Please submit your filled Credit Transfer Application form before enrolment but no later than 2nd week of the first term of study in your enrolled course.
- Please ensure that certified supporting documents are attached with this application
- Credit transfer Fee is \$10 per unit but not more than \$50 per course

| Student Details | | | | | | | |
|--|--------|------|----------------------|---------------|---|--------------------|------------------|
| Student Name: | | | Student ID.: | | | | |
| Course Code and Name: | | | | | | | |
| Student Declaration: I wish to apply for credit transfer for the units of competency/modules listed below. I have attached original copy of certification documentation from another RTO. I declare that certification documentation supplied is legitimate, true and correct. I understand that the Assessor will verify my certification documentation for validity. | | | | | | | |
| Student Signature: | | | Date: | / | / | | |
| Note: Central Melbourne Institute may decide to reject an application from a student in the event that the VET transcripts issued by the Reg- istrar cannot be authenticated. | | | | | | | |
| Office Use only | | | | | | | |
| Units /Modules Outcome (Please ensure that certified supporting documents such as Statement of Attainment/Result or Official Transcripts are attached with this application) | | | | | | | |
| | | | Assessor Only | | | | |
| Unit Code | Unit I | Name | Evidence supplied | Evide Veri | | Assessment Outcome | Assessor Initial |
| | | | | |] | | |
| | | | | |] | | |



CENTRAL MELBOURNE INSTITUTE EXCELLENCE IN EDUCATION Level 6 460 Bourke Street Melbourne 3000 Ph: 03 0637 7700 E-mail: info@omi.vic.edu.au

Application Approved: O Yes. O No Number of units granted: Number of units required to complete: / / Assessor Signature: Date: Admin Use Only SMS Updated: □ Yes 🗆 No Date: Initial: Ι / Student file updated: □ Yes 🗆 No Date: Initial: /