

## 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					
<b>Student Name:</b>		<b>Student ID.:</b>			
<b>Course Code and Name:</b>					
<b>Student Declaration:</b> <input type="checkbox"/> I wish to apply for credit transfer for the units of competency/modules listed below. <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.					
<b>Student Signature:</b>		<b>Date:</b>	/ /		
<b>Note:</b> Central Melbourne Institute may decide to reject an application from a student in the event that the VET transcripts issued by the Registrar cannot be authenticated.					
Office Use only					
<b>Units /Modules Outcome</b> (Please ensure that certified supporting documents such as Statement of Attainment/Result or Official Transcripts are attached with this application)					
Unit Code	Unit Name	Assessor Only			
		Evidence supplied	Evidence Verified	Assessment Outcome	Assessor Initial
		□	□		
		□	□		

