



Credit Transfer Application Form

Section 1 - Client

Client Name:		Client No.:	
Qualification/Course:			
Assessor Name:		Date:	/ /

Section 2 – Application and Declaration

Client:

- I wish to apply for credit transfer for the units of competency listed below.
- I have attached original copy of certification documentation from RTO.
- I declare that certification documentation supplied is legitimate, true and correct.
- I understand that the assessor will verify my certification documentation for validity

Client Signature:		Date:	/ /
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Section 3 – Units of Competency

Unit Code	Unit Name	Assessor Only			
		Evidence Supplied	Evidence Verified	Assessment Outcome	Assessor Initials
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		
		<input type="checkbox"/>	<input type="checkbox"/>		

Section 4 – Assessor Judgement and Declaration

- I declare that I have verified certification documentation supplied and it is legitimate, true and correct

Assessors Signature:		Date:	/ /
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Admin Use Only

Vettrak Updated:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:	/ /	Initials:	
Client File Updated:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:	/ /	Initials:	