

Email: info@melbournecitycollege.edu.au Website: www.melbournecitycollege.edu.au

## **CREDIT TRANSFER APPLICATION FORM**

- Please fill it in using CAPITAL/BLOCK LETTERS and complete all sections.
- Please ensure that certified supporting documents are attached with this application.

☐ A. Current Student Details					
Date (DD/MM/YYYY): / /		Email Address:			
Student No.:		Mobile Phone No:			
Given Name:		Address:			
Family Name: Suburb:					
Date of Birth : / /		USI No.:			
Melbourne City College Australia Cour	se Code & Name:				
☐B. Previous Course Details					
Name of RTO/Provider :	Name of RTO/Provider :				
Course Name and Code :					
Date of Course Commncement:					
Date of Course Completion (if comple	Date of Course Completion (if completed):				
C. Units to be Credit Transferred Please list below the units you are appliunits where students have demonstrat another RTO, provided the Code and Ti College's Credit Transfer Policy and Prostatement of Result/Attainment or Office Control of the Code and Time Code and	ed a particular com tle of the units are ocedures. <i>Please at</i>	petence by successi identical. Credit wil tach all original or c	fully completing a unit or units at I be granted in accordance with the certified documentation such as		
Unit Code	Unit	Name	Transcript Attached		
			Y or N		
			Y or N		
			Y or N		
			Y or N		
			Y or N Y or N		
			Y or N Y or N Y or N		



Email: <u>info@melbournecitycollege.edu.au</u>
Website: <u>www.melbournecitycollege.edu.au</u>

Y or N
Y or N

## STUDENT DECLARATION

I declare that the information and documentation I have provided to the College is true and correct. I understand that the submission of this form has no bearing on my financial relationship with the Melbourne City College Australia Course, or modify any fees owing.

I understand that if there are any changes to the information provided by me in this application form, I will notify the College immediately and in the event that I fail to do so, I may be liable for any additional costs incurred.

I have read and understood the College's Credit Transfer Poilicy and Prodecure available on the website <a href="http://www.melbournecitycollege.edu.au">http://www.melbournecitycollege.edu.au</a>

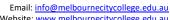
Student Signature:		

## **DEFINITIONS:**

Credit Transfer as per the Standards for RTO's 2015 Standard 3 - The College accepts and provides credit to learners for units of competency and/or modules (unless licensing or regulatory requirements prevent this) where these are evidenced by:

- a) AQF certification documentation issued by any other RTO or AQF authorised issuing organisation; or
- b) authenticated VET transcripts issued by the Registrar.







Website: www.melbournecitycollege.edu.au

Credit Transfer as per the Australian Qualifications Framework - Credit transfer is a process that provides students with agreed and consistent credit outcomes for components of a qualification based on identified equivalence in content and learning outcomes between matched qualifications. This is under pinned by the AQF definition of credit as follows: Credit is the value assigned for the recognition of equivalence in content and learning outcomes between different types of learning and/or qualifications. Credit reduces the amount of learning required to achieve a qualification and may be through credit transfer, articulation, recognition of prior learning or advanced standing

Visa compliance for onshore international students - Onshore international students are required to complete their study within the expected program duration as per the ESOS Act 2000 (Cth) and enrol in a 100% load each semester (unless the College has approved a reduced study load). If you are granted credit transfer for a number of courses it may change your expected program duration and you will need to complete your program in the revised time frame as per your revised CoE.

NI	Λt Δ	•

The College may decide to reject an application from a student on the following grounds:

• In the event that the VET transcripts issued by the Registrar cannot be authenticated

FOR OFFICE USE ONLY						
Application Approved:		☐ Yes ☐ No	Date: / /			
Approved By:	Name:		PRISMS Updated/CoE changes	☐ Yes ☐ No☐ N/A		
Signature:		Notification to student attached	☐ Yes ☐ No ☐ N/A			
			Wisenet Updated	☐ Yes ☐ No ☐ N/A		
	Position:		Documents/Transcripts verified	☐ Yes ☐ No ☐Pending		
Comments and Units Granted for Credit Transfer:						