

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.

<input type="checkbox"/> 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.:	
Paragon College's Course Code & Name:		
<input type="checkbox"/> B. Previous Course Details		
Name of RTO/Provider :		
Course Name and Code :		
Date of Course Commncement:		
Date of Course Completion (if completed):		
<input type="checkbox"/> C. Units to be Credit Transferred		
Please list below the units you are applying for the grant of credit transfer. Credit transfer will be granted to those units where students have demonstrated a particular competence by successfully completing a unit or units at another RTO, provided the Code and Title of the units are identical. Credit will be granted in accordance with the college's Credit Transfer and RPL Policy and Procedure. <i>Please attach all original or certified documentation such as Statement of Result/Attainment or Official Transcripts with this application.</i>		
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
		Y or N



RTO 45787

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 Paragon College, 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 and RPL Policy and Prodecure available on the website www.paragoncollege.com.au.

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.

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 underpinned 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.

Note:

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:		<input type="checkbox"/> Yes <input type="checkbox"/> No	Date: / /
Approved By:	Name:	Notification to student attached	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	Signature:	Student Management System Updated	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
	Position:	Documents/Transcripts verified	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Pending

Comments and Units Granted for Credit Transfer: