





RTO Code: 31915  
 CRICOS Code: 03320D  
 T: 1300 827 188

Unit of Competency code	Unit of Competency name	Institution where corresponding unit was completed	Decision (✓)	
			Granted	Denied

**Note:**

1. You must attach certified copies of all academic qualifications, statements of attainment and Transcripts of Academic Record with this form;
2. Please allow a maximum of 5 working days for the processing of this form;
3. You will receive a letter detailing the results of your application, impacts on course duration, fees and processes for appeal;
4. The granting of Credit Transfer/Exemption will effect course length, resulting in a new course end date;
5. Adjustments to course length will take into account Future Academy breaks – such that if the end date of the shortened course falls at the end of a Future Academy break the new course end date will be taken as the start date of that Future Academy break.

**Results of this application and any adjustments to course duration and price will be detailed in an accompanying letter. Students are invited to use the Future Academy appeals process to appeal any decision**

<b>Student Signature</b>		<b>Date</b> ____/____/____
<b>Student Name</b>		
<b>Trainer/Assessor Signature</b>		<b>Date</b> ____/____/____
<b>Trainer/Assessor Name</b>		