

RPL /CREDIT TRANSFER APPLICATION FORM

- RECOGNITION OF PRIOR LEARNING
- CREDIT TRANSFER

SECTION 1 – STUDENT DETAILS

Student Name:	Date:	/ /
Contact Tel:		
Address:		
Email:		
Qualification/Course:		

SECTION 2 – Application and Declaration

Client:

- I wish to apply for Credit or Prior learning for the units of competency listed below.
- I have attached original copies of certificates I have achieved previously from other courses and training providers.
- I declare that certification documentation supplied is legitimate, true, and correct
- I understand that the Schrole DEVELOP team will verify my certification documentation for validity.
- I have supplied a copy of my most recent CV/Resume to demonstrate my industry experience and education.
- I understand that the RPL process is an assessment only process whereby I submit evidence.
- I understand that there is no training or learning guide provided to me in this process.
- I understand that I am responsible to supply all supporting evidence and information required by Schrole DEVELOP and I shall pay any additional fees incurred because of insufficient evidence being provided
- I understand that I shall not be entitled to any refund of fees in the event that I do not meet the competency standards and that any further training and assessments I require shall be at the expense at the current Schrole DEVELOP rate.

I, _____ have read the RPL Policy and understand that if this application is successful I will receive an RPL pack for the relevant unit(s) of competency at a briefing session. I understand that I will only receive RPL for those units upon successful submission of all requirements as outlined in the RPL pack.

Client Signature	Date
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Section 3 – Workplace Referees who can support my RPL Application

Referee 1 Name and Contact Details:	
Referee 2 Name and Contact	

Details:	
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Section 4 – Units Outcome					
Unit Code	Unit Name	Assessor Only			
		Evidence Supplied	Evidence Verified	Progress to RPL pack or N/A	Assessor initial
		<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"/>	
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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		<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 5 – Assessor Endorsement				
<input type="checkbox"/> I declare that the student/client has provided sufficient evidence and/or documentation to warrant that the client may progress through RPL process or credit transfers for the above noted units.				
Assessor Signature			Date:	/ /
Admin use only				
Vettrak updated	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:	/ /
Student file updated	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Date:	/ /

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Title	DEV-COMP-022 – RPL Application Form			Document Controller	RTO Manager			

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