

## Course Credit Application Form

**Please complete if applying for Credit Transfer or Recognition of Prior Learning**

Credit Transfer is the process whereby competencies gained through a previous course are recognised.

Recognition of Prior Learning (RPL) is the process whereby skills and knowledge gained through industry specific experience and learning are recognised.

To apply for Course Credit:

- Complete this application form
- Attach all documentation – all certificates must be authentic or certified copies and presented for sighting.
- Submit the application and documentation to SERO Institute

You may also be required to attend an interview with the staff member handling your application, if they require further information.

Given Name/s	Family Name	Date of Birth (dd/mm/yyyy)
Phone	Email	
SERO Institute Qualification Code and Name		
<b>Subjects or Competencies for which Recognition of Prior Learning is being requested</b>		
<b>Application Submission</b>		
Student Name	Sign	Date
<b>Office Use</b>		
Application received by (name of staff member)	Sign	Date
More evidence required (Yes / No)		
Approved (Yes / No)	Staff Name	Date

*This Document to be forwarded to SERO Institute for Approval and Action*