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# CREDIT TRANSFER APPLICATION FORM 2.2.1F

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<b>Document Title:</b>	Credit Transfer Application Form 2.2.1f
<b>Policy Owner:</b>	Head of Education and Consulting
<b>Policy approved by:</b>	CEO
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<b>Next Review Date :</b>	Nov 2023

**ALZHEIMER'S WA**

**Lvl1/40 Subiaco Square Road, SUBIACO WA 6008**

## Underpinning Principles/Guidelines

Student Name.....Date.....

Name of the Accredited Qualification.....:

Participants who have completed units from the course at other institutions are eligible for a credit transfer when they present the original transcript, award or statement of attainment to an Alzheimer's WA Representative.

Participant must supply:

- The original transcript, award or statement of attainment

A trainer must complete and attach the following:

- Take a copy of the certificate
- Contact the issuing RTO and verify authenticity
- Sign, date and state that the original was sighted
- File the copy and completed for with the students record

Unit Code	Module Title	Year	Institute/Organisation (where qualification was gained)	Trainer/Assessor signature

Revision History			
Date of Review	Summary of Revision	Revision Number	Revised By
Apr 2021	Reformatting of document	1.0.0	Rachael Roberts
Aug 2021	Change of document ownership	1.0.0	Rachael Roberts