

Application for Credit Transfer

SECTION A Application Instructions: Student to Complete

1. An official transcript of results of your previous studies and a copy of the unit / subject syllabus / description at the time studies were undertaken must be attached to this application.
2. Exemptions are granted only when the applicant receives official notification from the Admissions Manager or DoS / Higher Education Director.
3. Exemptions may be approved only for the course stated below. Students who wish to apply for exemptions for a different course must submit a new application.
4. Incomplete applications will not be considered.
5. The application must be submitted to CIC before the course commencement date or no later than two weeks after the commencement date.

Name:

Student No:

Date of Birth:

Email:

@cic.edu.au

Mobile

Other email:

- If your course has commenced CIC will send the outcome of your application to your student ID email ONLY

SECTION B Application Detail: Student to Complete Sections B1, B2, B3, B4 & B5

B1 - Application for CIC Course:

B2 - Previous Institution/s in which studies were undertaken

B3 - Year Completed

Are you applying for recognition of a complete qualification/s? If YES, list the qualification/s or qualification code/s and title/s here:

1.

1.

2.

2.

1. Code:

Title:

3.

3.

2. Code:

Title:

B4 - Subjects code/s & name/s you are applying for

B5 - CIC unit / subject code:

Decision

Academic Department to sign

Delivery Term
(DATE
)

Delivery hours /
Total hours

1.

2.

3.

You must sign this form (see back of form)

B4 - Subjects code/s & name/s you are applying for	B5 - CIC unit / subject code:	Decision	Academic Department to sign	Delivery Term (DATE)	Delivery hours / Total hours
4. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
5. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
6. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
7. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
8. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

- If more exemptions are sought attach additional information to this application.

SECTION C Student Declaration and Signature: Student to Complete

I declare that the information provided by me is true and complete. I understand that it is my responsibility to provide documentation to support my application. I authorise Cambridge International College (CIC) to obtain further relevant documentation where necessary. I acknowledge that CIC reserves the right to vary any decision regarding admission or enrolment made on the basis of incorrect or incomplete information. I understand that information provided by me will be retained by CIC and will be made available to Commonwealth and State agencies, pursuant to obligations under ESOS Act 2000 and the National Code. I have read and understand the above conditions and accept them in full.

Student Signature: Date:

Admissions Team

Please confirm EVERY statement

Notes / Comments:

<input type="checkbox"/> Student notified in writing of the outcome of the application	<input type="text"/>
<input type="checkbox"/> Enrolment records (TEAMS) updated	<input type="text"/>
<input type="checkbox"/> Application logged and uploaded to TEAMS	<input type="text"/>
<input type="checkbox"/> Administration advised e.g. shortened duration, allocation to timetable	<input type="text"/>
<input type="checkbox"/> Student Payments advised	<input type="text"/>

Admin Signature: Date: