

CREDIT TRANSFER AND RECOGNITION OF PRIOR LEARNING

Personal Details

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Student ID

Family Name / Surname

Given Name/s

Contact Telephone Numbers:

Home

Mobile

Program:

Advanced standing may be granted for specific courses or elective courses.

Advanced standing for specific courses may be granted where the content of courses studied elsewhere is assessed as largely identical to the content of courses required to be completed in the program of enrolment at USC.

Advanced standing for whole areas of study (majors – 8 courses in one area of study, minors – 4 courses in one area of study) may also be granted.

Advanced standing for elective courses may be granted where the content of courses studied elsewhere does not specifically match the content of courses required to be completed in the program of enrolment at USC. However, the previous studies are assessed as being of equal academic quality to those offered at USC and, where program rules permit, may therefore be granted as advanced standing for elective courses.

Exemption may be granted where the content of courses studied elsewhere is largely similar, but not identical, to the content of courses required to be completed in the program of enrolment at USC. Exemption constitutes the waiver of the requirement to complete a specific required course(s), but requires the student to complete another course of choice towards their program.

Conditions

- The maximum amount of advanced standing that can be awarded to a program is two-thirds of the total courses required to complete the program
- An applicant will not normally be granted advanced standing for studies completed more than 10 years previously, however this rule may be waived by the relevant Dean if the studies completed are deemed as being still relevant to the program for which the advanced standing is sought.

Documentation

The following documentation MUST be provided with this application:

- A Certified copy of the official Statement of Academic Record from the institution(s) at which previous studies were undertaken. Student Administration can certify copies if required. Please note that Semester result notices are not considered to be an official record.
- Course synopses for all course(s) for which you are seeking advanced standing, including unit values, academic level and hours. In considering applications, the academic assessor should be able to discern the:
 - Unit value of the course undertaken;
 - Level of the course (introductory or advanced); and
 - Number of hours contact / instruction undertaken.

Where application is based on other relevant experience: Documentation substantiating relevant work experience, eg. references, position description etc.

Previous Studies which Form the Basis Of Application

Institution Name	Program Title (eg. Bachelor of Science)

COURSE EQUIVALENCE TABLE (Please attach additional sheet if you require more room)

Courses completed at other institution(s)			Equivalent USC course
(a) Institution	(b) Course Code	(c) Course Title	(d) Course Code

Student Declaration

I have read the University's statement on privacy and the purposes for which my personal information will be used (available at <http://www.usc.edu.au/privacyplan>). I agree to be bound by the statutes, guidelines and rules of the University amended from time to time and agree to pay all fees and charges directly arising from my enrolment. I consent to receiving information electronically and agree to access the correspondence of my University email account on a regular basis and to maintain current mailing address details on USCCentral.

Student's Signature _____ Date _____