

## APPLICATION FOR CREDIT

### Personal Details

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Student ID

Family Name / Surname

Given Name/s

### Conditions

- The maximum amount of credit 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 credit 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 credit 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 credit, 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)

SPECIFIC COURSES SUCCESSFULLY COMPLETED AT OTHER INSTITUTION(S)			EQUIVALENT COURSE OFFERED BY UNIVERSITY OF THE SUNSHINE COAST	
(a) Institution	(b) Course Code	(c) Course Title	(d) Course Code	(e) Course Title

### 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 SOLAR.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

# CREDIT SUMMARY

## FACULTY USE ONLY

### Dean / Dean's Delegate Signature(s)

**International Students**  Yes  No If 'YES', student must be referred to International Relations prior to processing.

Change of Program  IR check  Approved  Not Approved

Dean / Dean's Delegate \_\_\_\_\_ Faculty  Arts  Arts/Bus

Signature \_\_\_\_\_  Business  Bus/Sc

Date \_\_\_\_\_  Core Units  Science  Arts/Sc

### DEEWR Reporting requirements for credit

#### SCHOOL TYPE

The School Type is used to identify the type of study for which credit has been approved.  
Enter the appropriate School Type Code from which credit has been awarded.

CODE	DESCRIPTION	CODE	DESCRIPTION
UNV	Higher Education Provider	V29	Other VET Provider
V10	University (VET)	V90	Not elsewhere classified (VET)
V19	Other HEP (VET)	OSP	Overseas Provider
V20	TAFE (VET studies)	WXP	Work Experience
V21	High School/Australian Technical College (VET studies)	OTH	Not elsewhere classified (Other)

#### LEVEL OF STUDY

CODE	DESCRIPTION	CODE	DESCRIPTION
VOCATIONAL GRADUATE LEVEL		CERTIFICATE III AND IV LEVEL	
001	Vocational Graduate Certificate	511	Certificate IV
002	Vocational Graduate Diploma	512	Statement of Attainment at Certificate IV Level
ADVANCED DIPLOMA LEVEL		513	Bridging and Enabling Course at Certificate IV Level
411	Advanced Diploma	514	Certificate III
412	Statement of Attainment at Advanced Diploma Level	515	Statement of Attainment at Certificate III Level
415	Bridging and Enabling Course at Advanced Diploma Level	516	Bridging and Enabling Course at Certificate III Level
DIPLOMA LEVEL		CERTIFICATE 1 & II LEVEL	
421	Diploma	521	Certificate II
422	Statement of Attainment at Diploma Level	522	Statement of Attainment at Certificate II Level
423	Bridging and Enabling Course at Diploma Level	523	Bridging and Enabling Course at Certificate II Level
		524	Certificate I

### A. CREDIT (including courses completed at USC or by external study)

*If insufficient space please enter additional courses on second sheet*

	USC COURSE CODE	INSTITUTION	CODE	School Type	Level of Study	✓ TC	✓ XC
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

### B. EXEMPTION – INDICATE THE SPECIFIC COURSES TO BE EXEMPTED BELOW

	USC COURSE CODE	INSTITUTION	CODE	School Type	Level of Study	✓ TE	✓ XE
1							
2							
3							

# CREDIT SUMMARY – ADDITIONAL COURSES

## Personal Details

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## B. CREDIT (including courses completed at USC or by external study)

*If insufficient space please enter additional courses on second sheet*

	USC COURSE CODE	INSTITUTION	CODE	School Type	Level of Study	✓ TC	✓ XC
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

## B. EXEMPTION – INDICATE THE SPECIFIC COURSES TO BE EXEMPTED BELOW

	USC COURSE CODE	INSTITUTION	CODE	School Type	Level of Study	✓ TE	✓ XE
1							
2							
3							
4							
5							