

Application for Course Credit Transfer Form – Agriculture



F-1.5.36

Instructions:

- Identify (by ticking) the unit of competency you wish to apply for course credit.
- Submit your application form with original/certified supporting documents to Marketing/Student Services (where relevant).
- This completed form is forwarded to the relevant Course Coordinator who will contact you to discuss your application if needed.
- There are no fees for Credit Transfer application.

Glossary:

- **Credit Transfer (CT)** - The granting of status or credit by an institution or training organisation to students for modules (subjects) or units of competency completed at the same or another institution or training organisation.

Section 1. Student to Complete

First Name: _____ Last Name: _____

Contact Number: _____ Email: _____

For current student only

Student Number: _____

Course Enrolled: _____

Note: Please identify (by ticking) the unit of competency you wish to apply for course credit.

Diploma of Agriculture (AHC50116)			
Unit Code	Unit Title	Tick	Office Use Only
AHCAGB518	Develop climate risk management strategies		
AHCSOL505	Monitor and manage soils for production		
AHCBAC508	Apply plant biology to agronomic practices		
AHCSOL406	Sample soils and interpret results		
AHCBUS518	Prepare and monitor budgets and financial reports		
AHCBUS517	Monitor and review business performance		
BSBCMM411	Make presentations		
AHCWHS502	Manage work health and safety processes		
Crop Stream			
AHCBAC509	Plan and manage long-term weed, pest and disease control in crops		
AHCBAC507	Develop production plans for crops		
Livestock Stream			
AHCLSK504	Develop livestock health and welfare strategies		
AHCLSK505	Develop production plans for livestock		

Supporting Evidence: Certificate Transcript Others: _____

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Student Declaration:

- I wish to apply for Course Credit in the above-mentioned course or unit/s and certify that the information supplied by me including any original/certified supporting documents is, to the best of my knowledge, true and accurate.
- I understand that once course credit has been granted, the duration of my course may be shortened, hence a new electronic Confirmation of Enrolment (eCoE) will be issued.
- I will be responsible for advising the Department of Home Affairs of any new changes to my course duration.
- I understand and agree to follow a different course plan as an outcome of Course Credit grant for the above-mentioned course or unit/s.

Signature of Student: _____

Date: _____

Official Use Only

Section 2. Student Services to Complete

Received and checked by: _____ Signature: _____ Date: _____

Note: To be completed before the Course Coordinator assesses the application.

Section 3. Course Coordinator to Complete

GRANTED

Number of subjects for which credits are granted: _____

Course duration after credits are granted: _____

Notes:

Action Plan:

REFUSED

Number of subjects refused: _____

Reason for refusal:

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Assessed and Approved by Course Coordinator

Name: _____ Signature: _____ Date: _____

Section 4. Student Services to Complete

4.1 Student has been contacted, informed of and acknowledged the following information.

- The outcome of course credit application (Granted/Refused).
- If granted
 - The duration of their course may be shortened, hence a new eCOE will be issued and they will be responsible to advise the Department of Home Affairs of any new changes to their course duration.
- If refused
 - According to National Code Standard 10, they reserve the right to access the College's complaints and appeals processes within 20 days from receiving this decision to have their grievances heard and addressed.

4.2 To be completed (Only if Course Credit is granted)

- New eCOE created
 - Yes
 - N/A
- Updated student enrolment in Paradigm by: _____ Signature: _____ Date: _____