

Application for Course Credit Transfer Form – Marketing and Communication



F-1.5.3

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 Coordinators 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: _____ *College: _____

*Course Enrolled: _____

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

Certificate IV in Marketing and Communication (BSB40820)				
Subject	Unit Code	Unit Title	Tick	Office Use Only
Marketing Presentation	BSBCMM411	Make presentations		
	BSBCRT412	Articulate, present and debate ideas		
Digital Communication	BSBMKG437	Create and optimise digital media		
	BSBMKG442	Conduct e-marketing communications		
Social Media I	SIRXECM002	Prepare digital content		
	SIRXMKT006	Develop a social media strategy		
Marketing Activities	BSBMKG433	Undertake marketing activities		
	BSBMKG439	Develop and apply knowledge of communications industry		
Consumer Behaviour	BSBMKG435	Analyse consumer behaviour		
	BSBWRT411	Write complex documents		
Marketing Meetings	BSBTWK503	Manage meetings		
	BSBTEC303	Create electronic presentations		
Diploma of Marketing and Communication (BSB50620)				
Marketing Opportunities	BSBMKG541	Identify and evaluate marketing opportunities		
Marketing Mix	BSBMKG542	Establish and monitor the marketing mix		
Social Media II	SIRXMKT006	Develop a social media strategy		
	SIRXMKT007	Develop a digital marketing plan		
Marketing Communication Plan	BSBMKG552	Design and develop marketing communication plans		
Marketing Project	BSBPMG430	Undertake project work		
Customer Service	BSBOPS505	Manage organisational customer service		
Marketing Content	BSBMKG555	Write persuasive copy		
Market Research	BSBMKG543	Plan and interpret market research		
	BSBMKG544	Plan and monitor direct marketing activities		
Marketing Audit	BSBMKG545	Conduct marketing audits		
Personal Development	BSBPEF501	Manage personal and professional development		
Advanced Diploma of Marketing and Communication (BSB60520)				
Marketing Strategy	BSBMKG621	Develop organisational marketing strategy		

Marketing Process	BSBMKG622	Manage organisational marketing processes		
Digital Strategy	BSBTEC601	Review organisational digital strategy		
Marketing Plan	BSBMKG623	Develop marketing plans		
Innovation and Change	BSBSTR601	Manage innovation and continuous improvement		
International Marketing Programs	BSBMKG625	Implement and manage international marketing programs		
	BSBOPS601	Develop and implement business plans		
Business Networks	BSBTWK601	Develop and maintain strategic business networks		
Public Relations	BSBMKG628	Lead organisational public relations		
Organisational Change	BSBLDR601	Lead and manage organisational change		
Advertising Campaigns	BSBMKG626	Develop advertising campaigns		
	BSBMKG627	Execute advertising campaigns		

Supporting Evidence: Certificate Transcript Others: _____

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 and 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 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

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: _____