#### APPLICATION FOR CREDIT FOR PRIOR LEARNING.

PART A: Student Details.

|  |  |
| --- | --- |
| **Student Full Name** |  |
| **Student Number** |  |
| **Email Address** |  |
| **Phone Number** |  |
| **Campus** | Select your campus. |
| **Are you a Domestic or International Student?** | Select student type. |

#### **PART B: Course Details.**

|  |  |
| --- | --- |
| **Course Name** | Bachelor of Information Technology |
| **Current Trimester** | Select your trimester. |
| **Year** | Select your year. |

#### **PART C: Unit Names and Codes.**

Insert the unit names and unit codes which you are applying for credit for prior learning.

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| --- |
| **Unit Name & Code** |
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PART D: Supporting Documentation.   
  
Please attach the following documentation with this application:

|  |  |
| --- | --- |
|  | Cover/application letter outlining what you are applying for and the evidence  you are using. Do not submit an application on the basis of credit for prior learning without this letter. |
|  | Supporting documentation e.g. Unit Outlines, and if applying for credit for prior learning on the basis of professional experience, your Resume, Job Description, and Employer letters on letterhead. |
|  | Certified copies of Diplomas/Certificates and Official Transcripts. |

PART E: Student Declaration.

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| --- | --- |
|  | I declare that the information I have provided on this application is correct. I  understand that if I make any false or misleading statements, I may be liable  for disciplinary action. |

Office use only: DO NOT ACCEPT if the Student Declaration box is not ticked.

This form and supporting documentation should be submitted to the Course Coordinator

More information regarding Credit for Prior Learning can be found within KIHE’s *Credit for Prior Learning Policy and Procedure* located on KIHE’s website at <http://www.kihe.edu.au>/aboutus/policies.

PART F: Assessor Review.   
  
To be filled out by the assessor (please add attachments if more space is required):

|  |  |  |  |
| --- | --- | --- | --- |
| **Unit Name** | **Approved or Rejected?** | | **Reason/Rational.** |
|  |  | Approved |  |
|  | Rejected |
|  |  | Approved |  |
|  | Rejected |
|  |  | Approved |  |
|  | Rejected |
|  |  | Approved |  |
|  | Rejected |
|  |  | Approved |  |
|  | Rejected |
|  |  | Approved |  |
|  | Rejected |