





## Section C – International Student Officer to complete

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TISIMS action:	Date (DD/MM/YYYY):
PRISMS action:	Date (DD/MM/YYYY):
Finance action:	Date (DD/MM/YYYY):
Letter sent to student:	Date (DD/MM/YYYY):
Staff name:	Date (DD/MM/YYYY):

### Notes

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#### Application for credit transfer/RPL

TAFE NSW RTOs are responsible for the assessment and approval of credit transfer/RPL.

Students applying for credit transfer/RPL must provide supporting documents such as relevant qualifications, reports. Information on how to apply for recognition is available at enrolment and your teacher can advise you on how to submit your application.

Refusal to approve credit transfer/RPL can be appealed through the complaints and appeals process.

#### Impact on visa

TAFE NSW International issues Confirmation of Enrolment (CoE) and reports changes to enrolment on PRISMS.

If the grant of credit transfer/RPL reduces the duration of the course, TAFE NSW International will issue an amended CoE for the student. The student must contact the Department of Home Affairs (DOHA) to check any effect on the length of the visa.

#### Fees

TAFE NSW International course fees policy states that where there is an approved variation to a standard full time program and the hours of tuition are less than the standard delivery hours per semester for that program, a pro-rata tuition fee will apply based on your enrolled study load.

In order to calculate the fees, TAFE NSW International must be advised of the units for which credits are granted, on this form.

#### Higher Education courses

If you are approved to enrol in less than a standard semester load due to credit transfer/RPL then your fees will be charged on a per unit basis.

**Please send the completed form and supporting documents to: [intcompliance@tafensw.edu.au](mailto:intcompliance@tafensw.edu.au)**