



### STUDENT DECLARATION

- The information I have provided in this form is correct and complete. I understand that withholding relevant information relating to my application, including academic transcript/s may result in this application being rejected.
- I have attached to this application supporting Original/ Certified copies of Qualification(s), Transcript(s) or Statement(s) of Attainment. I understand that the School will verify these certificates with the issuing RTO .
- I authorize ACTB to obtain further information with respect to my application and if necessary, seek academic information or transcripts from Australian educational institutions.
- I understand that the School is not responsible if an educational body or institution does not verify these records.
- I agree to abide by the regulations and policies of ACTB.
- I authorise ACTB to verify units via the USI Registry for the purpose of Credit Transfer.
- I consent to ACTB verifying my Unique Student Identifier (USI) and retrieving my authenticated VET transcript for credit transfer and qualification issuance purposes.
- If I hold a lawful USI exemption, I understand my results will not appear on my authenticated VET transcript.

Student Name:

Signature:

Date:                    /                    / 20

### OFFICE USE ONLY:

Original Certificates / Statements of attainment(s) have been sighted?	Yes	No
QR code scanned	Yes	No
USI transcript requested	Yes	No
Copies of all Certificates / Statements of attainment(s) are attached to this application?	Yes	No
'CT Granted' column above is completed?	Yes	No
Where CT is not granted, a written explanation has been provided?	Yes	No
Admissions Team notified of the new end date	Yes	No
CoE to be revised	Yes	No
Student advised of the outcome	Yes	No

Note: If you disagree with a decision, you may appeal under ACTB's Complaints and Appeals policy. We aim to finalise investigations within 60 days.

### ACTB Academic Manager

The above application has been reviewed and outcomes indicated. All original certificates/statements of attainments have been sighted and are attached to this application.

Name:

Signature:

Date:            /            / 20