Everthought College of Construction RTO Code: 51681 CRICOS Code: 02898C
Everthought Education RTO Code: 32438
Website: https://ecoc.edu.au
Telephone: 1300 656 498

Course Credit Application Form

Please select the applicable Registered Training Organisation

Everthought College of Construction (RTO Code: 51681 CRICOS Code: 02898C) ☐
Everthought Education (RTO Code: 32438) ☐

Please complete if applying for Course Credit Transfer

Credit Transfer is the process whereby competencies gained through a previous course are recognised.

To apply for Course Credit:

- Complete this application form.
- Attach all documentation – all certificates must be authentic or certified copies and presented for sighting.
- Submit the application and documentation to RTO.

You may also be required to attend an interview with the staff member handling your application, if they require further information.

Surname		First Name	
Student ID Number		Phone Number	
Email			
Course Code		Course Name	

Subjects or Competencies for which Credit Transfer is being requested

Details of previous unit of study *(To be completed by applicant)*			**Office use only**	
Institution where respective unit was completed	Unit Code	Unit Name	Credit Approved (Y/N)	Credit transfer to - Unit code

Office use only	
Name of delegated officer:	Signature of delegated officer:
More evidence required: ☐ Yes ☐ No	Approved: ☐ Yes ☐ No
Student advised of decision: ☐ Yes ☐ No	Date: