Application for Course Credit Transfer Form – Agriculture

F-1.5.36

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 Coordinator 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: _____

Course Enrolled: _____

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

Diploma of Agriculture (AHC50122)			
Unit Code	**Unit Title**	**Tick**	**Office Use Only**
AHCWHS503	Manage workplace health and safety processes		
AHCWRK520	Develop workplace policy and procedures for environment and sustainability		
AHCAGB518	Develop climate risk management strategies		
AHCSOL505	Monitor and manage soils for production		
AHCBAC513	Apply plant biology to agronomic practices		
AHCBUS517	Monitor and review business performance		
AHCSOL406	Sample soils and interpret results		
AHCBUS518	Prepare and monitor budgets and financial reports		
Crop Stream			
AHCBAC509	Plan and manage long-term weed, pest and disease control in crops		
AHCBAC512	Develop production plans for crops or pastures		
Livestock Stream			
AHCLSK504	Develop livestock health and welfare strategies		
AHCLSK510	Develop production plans for livestock		
Advanced Diploma of Agribusiness Management (AHC60319)			
Unit Code	**Unit Title**	**Tick**	**Office Use Only**
AHCBUS610	Manage agribusiness risk		
AHCAGB512	Plan and manage infrastructure		
AHCAGB608	Manage financial resources		
AHCAGB610	Manage the production system		
BSBLDR602	Provide leadership across the organisation		
AHCBUS613	Manage human resources		
AHCAGB611	Analyse business performance		
AHCAGB518*	Develop climate risk management strategies (This unit is delivered in the AHC50122 Diploma of Agriculture)		

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, 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 the 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 <u>Course Credit is granted</u>)**

- New eCOE created

  ☐ Yes

  ☐ N/A

- Updated student enrolment in Paradigm by: _____ Signature: _____ Date: _____