

Wentworth Institute (WIN) policy provides Recognition of Prior Learning (RPL) for previous post-secondary study (normally completed not more than five years prior to this application). If you wish to apply for RPL towards your course, you should complete, scan and return the RPL Application form via email: [amber.han@win.edu.au](mailto:amber.han@win.edu.au). It is important to apply for RPL as early as possible in your studies, as the amount of RPL you are granted may affect which units you need to enrol in.

**PERSONAL DETAILS**

New student     Continuing student

First Name	<input type="text"/>	Last Name	<input type="text"/>
D.O.B	<input type="text"/>	Student ID	<input type="text"/>
Contact Number	<input type="text"/>	Email	<input type="text"/>

**COURSE INFORMATION**

WIN Course Name	<input type="text"/>
Specialisation/Major	<input type="text"/>

**BASIS FOR CREDIT**

Institution	<input type="text"/>
Subject Name	

**For Office Use Only**

WIN Subject for which exemption granted			
Approval by	<input type="text"/>	Signature	<input type="text"/>
		Date	<input type="text"/>

Institution	<input type="text"/>
Subject Name	

**For Office Use Only**

WIN Subject for which exemption granted			
Approval by	<input type="text"/>	Signature	<input type="text"/>
		Date	<input type="text"/>

Institution	<input type="text"/>
Subject Name	

**For Office Use Only**

WIN Subject for which exemption granted			
Approval by	<input type="text"/>	Signature	<input type="text"/>
		Date	<input type="text"/>

Institution	Year of Successful Completion
Subject Name	

**For Office Use Only**

WIN Subject for which exemption granted					
Approval by		Signature		Date	

Institution	Year of Successful Completion
Subject Name	

**For Office Use Only**


WIN Subject for which exemption granted					
Approval by		Signature		Date	

Institution	Year of Successful Completion
Subject Name	

**For Office Use Only**

WIN Subject for which exemption granted					
Approval by		Signature		Date	

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 **Please note:** An application for Recognition of Prior Learning (RPL) for previous studies will NOT be considered unless official copies of your Academic Transcript and detailed unit or subject outlines are provided.

**DECLARATION**

I declare that the information submitted is correct and complete. I understand that WIN reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information, fraudulent and/or material misrepresentation. Attention International Student Visa Holders: if your application for credit transfer is successful it is almost certain that this will affect the duration of your eCOE. A revised eCOE will be emailed to you in this event.

Applicant's signature		Date	
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**Please note:** if you submit this application for RPL from your WIN email account you are not required to sign this form.

## CHECKLIST

Student must provide and attached the following documents for WIN Higher Education to assess the application:

- Academic Transcript
- Unit/subject outlines
- Signed and dated the declaration

*WIN is requesting this information from you so that we can process your application. We may also use this information for auditing and reporting purposes. WIN will not disclose your personal information to anybody unless we are required to do so by law – for example if the information is needed in an emergency or for law enforcement purposes. Providing us with the requested information is not required by law. However if you choose not to provide us with the requested information, WIN cannot process your application. You may request access to your information at any time. To access or update your personal information, or for more information on our privacy obligations, ask to speak to the Registrar.*

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#### PROGRAM AUTHORITY

<b>Name</b>	<input type="text"/>	<b>Signature</b>	<input type="text"/>
<b>Date</b>	<input type="text"/>	<b>Total units of credit exempt</b>	<input type="text"/>

#### Reason for Granting Advanced Standing

#### International Student Visa Holders Only

<b>Units of credit required for completion</b>	<input type="text"/>	<b>Expected date of completion</b>	<input type="text"/>
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Comments: