



## APPLICATION FOR AWARDING OF CREDIT OR RECOGNITION OF PRIOR LEARNING (RPL)

This form is to be used by prospective and current Footscray City Films students when applying for credit either resulting from completed studies at other institutions (Awarding of credit) or Recognition of Prior Learning (RPL).

### Instructions:

1. Identify the Footscray City Films Units that you want to apply for credit
2. Check the evidence that you will be providing as part of the application
3. Ensure that certified copies of official records and transcripts are submitted with your application
4. For previous studies complete Section A. PREVIOUS STUDY along with your evidence
5. For work experience complete Section B. WORK EXPERIENCE along with your evidence
6. Sign the declaration
7. Submit your application to the Head of Footscray City Films when complete

### STUDENT DETAILS

Given Name/s: \_\_\_\_\_ Last Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ USI Number \_\_\_\_\_ Email Address: \_\_\_\_\_

Mobile Number: \_\_\_\_\_ Home Phone Number \_\_\_\_\_

Street Address: \_\_\_\_\_ Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

### STUDENT DECLARATION

I declare that the information I have provided on this application is true and correct.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

## SECTION A - PREVIOUS STUDIES

PREVIOUSLY STUDIED UNITS / SUBJECTS			EQUIVALENT FCF UNIT / SUBJECT	OFFICE USE ONLY	
UNIT/SUBJECT CODE	UNIT/SUBJECT TITLE	PREVIOUS INSTITUTION		GRANTED	AUTHORISED BY
				Y / N	
				Y / N	
				Y / N	
				Y / N	
				Y / N	
				Y / N	
				Y / N	
				Y / N	
				Y / N	
				Y / N	
				Y / N	

**Documents Attached:** *Please tick the type of supporting documentation you have attached with your application.*

- Certified Copies of Testamur and/or Awards
- Unit/Subject Descriptions and/or Subject Outlines
- Certified Copies of Transcripts
- Other (please specify) \_\_\_\_\_

Providing unit or subject descriptions and/or outlines is preferred to ensure that Footscray City Films will be able to determine any credit that can be offered.

## SECTION B - WORK EXPERIENCE

Please provide details of prior work or other experience for which you are applying to receive credits/exemptions. Use one new sheet for each different employer

Employer: \_\_\_\_\_ Position Held: \_\_\_\_\_

Employment Period: from \_\_\_\_\_ to: \_\_\_\_\_ Contact Number: \_\_\_\_\_

FCF SUBJECT/S FOR EXEMPTION		OFFICE USE ONLY	
UNIT CODE	UNIT TITLE	GRANTED	AUTHORISED BY
		Y / N	
		Y / N	
		Y / N	
		Y / N	
		Y / N	

**Documents Attached:** Please tick the type of supporting documentation you have attached with your application.

- |  |   |
|--|---|
| <input type="radio"/> Letter of Reference from Employer    | <input type="radio"/> Position Description or Statement of Duties from Employer |
| <input type="radio"/> Curriculum Vitae/Resume              | <input type="radio"/> Personal Statement describing work/life experience        |
| <input type="radio"/> Professional Development Certificate | <input type="radio"/> Other (Please Specify) _____                              |

These documents must have sufficient detail to ensure that Footscray City Films will be able to relate the skills and knowledge that you gained to the units for which you are requesting credit.

OFFICE USE ONLY			
Received By	Assessor: _____	Assessor Signature: _____	Date: _____

