



Credit Application

(International students studying in Australia Only)

This form is to be used to gain credit from previous studies at a registered provider other than the University of South Australia. Please note: a copy of your new study plan will be forwarded to the Universities international compliance officer to ascertain if this credit will affect your CoE. If you require an updated CoE, one will be forwarded to you via email. Once your credit has been processed you will be required to accept your credit via an email sent by Campus Central. See over for lodgement details, relevant policies and other credit options.

Part A: Student to Complete**Personal details**Student ID: Mr/Miss/Ms/Mrs: First name(s): Family name: Date of birth: Contact No: **Program and course details:**Program code: Program title: Program Plan/Major (If applicable): Career: Postgraduate Undergraduate Non Standard**Program or Courses studied at another registered provider**Full name of registered provider:

No.	Name of course	Course code	Unit value
1			
2			
3			
4			
5			
6			
7			
8			

Student Signature: Date: **Part B: Program Director to complete equivalent UniSA courses**

No.	Name of course at UniSA	Subject Area	Catalogue Number	Unit value	Precedent	
					Yes	No
1						
2						
3						
4						
5						
6						
7						
8						

Program Director name: New study plan attached: Yes Program Director signature: Date:

Credit Transfer Register

The Credit Transfer Register provides information on formal credit transfer arrangements that have been agreed between UniSA and other registered providers in Australia, as well as in other countries. You may find that the academic program or courses you have studied are not listed in the Credit Transfer Register. However this does not mean that credit is not available. For more assistance on whether credit is available to you, please contact your Program Director. The register can be found at <https://www.applications.unisa.edu.au/Public/CreditAssessor/>

Recognition of Prior Learning (RPL)

Prior learning of skills outside of registered providers can be applied for through RPL. For example, work experience in a relevant field may be granted as credit for certain courses. Please check with your Program Director for instructions to apply for this type of credit. Some programs will have very specific requirements to apply for credit and your Program Director will be able to assist you with this. If there are no specialised requirements for your program, then this form can be used lodge the request for credit.

Internal Credit

If you have studied courses at UniSA under another program and now wish for those to count towards your new program, there are two processes:

1. If the course you studied has the same Area and Catalogue Number as the course you want credit for, you do not have to apply for credit as it will automatically count towards your new degree OR
2. If the courses are different, please fill out a course substitution form, which is available at:

<http://www.unisa.edu.au/student/forms>

Policy

The *Recognition of prior learning for credit, exemption and studies-in-lieu* policy covers all credit applications. The policy can be viewed at: <http://www.unisa.edu.au/policies/policies/academic/A13.asp>

LODGING YOUR APPLICATION

Documentary evidence to support your claims for credit must be provided, this should include

1. a certified copy of your academic records, and
2. syllabuses or other documents showing the scope and content of the work completed

Please note: any credit granted may affect your CoE; a copy of your new study plan will be forwarded to the Universities international compliance officer to ascertain if this credit will affect your CoE. If you require an updated CoE, one will be forwarded to you via email.

Once your credit has been processed you will be required to accept your credit via an email sent by Campus Central.

Please check myUniSA within 7 days to confirm processing.

With Campus Central

In person

City East

Campus Central
Level 3
Playford Building

City West

Campus Central
Ground Floor
Yungondi Building

Magill

Campus Central
Ground Floor
B Block

By post

University of South Australia
Campus Central – (name of campus)
GPO Box 2471
Adelaide SA 5000

Mawson Lakes

Campus Central
Ground Floor
A Building

Mount Gambier

Regional Centre Office
Wireless Road
Mount Gambier SA 5290

Whyalla

Campus Central
Ground Floor
Main Building

By fax

City East	(08) 8302 2466
City West	(08) 8302 0590
Magill	(08) 8302 4090
Mawson Lakes	(08) 8302 3550
Mount Gambier	(08) 8735 1460
Whyalla	(08) 8647 6082

OFFICE USE ONLY

Campus Central:

Date received:	Received by:
Date processed:	Processed by:
Received updated study plan: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Notified UniSA International (attach study plan): Yes <input type="checkbox"/> No <input type="checkbox"/>
Changed CoE: Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Save copy in student's file: Yes <input type="checkbox"/> No <input type="checkbox"/>
Notified Student (plan attached): Yes <input type="checkbox"/> No <input type="checkbox"/>	