

Wentworth Institute (WIN) policy allows for the granting of advanced standing for previous post-secondary study (normally completed within the last ten years), relevant professional experience or demonstrable expertise (documentation to be attached). If you wish to apply for advanced standing towards your course, you should complete, scan and return the Advanced Standing Application form via email: wendy@win.edu.au. It is important to apply for advanced standing as early as possible in your studies, as the amount of advanced standing 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"/>
Specialization/Major	<input type="text"/>

BASIS FOR CREDIT

Institution	<input type="text"/>	Year of Successful Completion	<input type="text"/>
Subject Name	<input type="text"/>		

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"/>	Year of Successful Completion	<input type="text"/>
Subject Name	<input type="text"/>		

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"/>	Year of Successful Completion	<input type="text"/>
Subject Name	<input type="text"/>		

For Office Use Only

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

 **Please note:** An application for advanced standing for previous studies will NOT be considered unless official copies of your Academic Transcript and detailed unit outlines are provided.

DECLARATION

I declare 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.

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

Please note: if you submit this application for advanced standing from a WIN email account you are not required to sign this form.

CHECKLIST

- Have you:
- attached your Academic Transcript?
 - attached your unit/subject outlines?
 - attached informal learning documentation?
 - signed and dated 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.

PROGRAM AUTHORITY

Name

Signature

Date

Total units of credit exempt

International Student Visa Holders Only

Units of credit required for completion

Expected date of completion

Comments: