

FEES AND PAYMENT

The RPL Application Fee is \$200. You will also be required to pay additional fees based on the number of units or qualification for which you are seeking RPL. Please pay the application fee into the account listed below. Your application will not be processed without payment.

Bank Name: Commonwealth Bank

Branch Name: Haymarket

Account Name: Australian Institute of International Studies t/a Ambridge Institute

Account Number: 1277 1953

Bank BSB: 062006

Bank Swift Code: CTBAAU2S

SECTION C – STUDENT DECLARATION

- I wish to apply for Recognition of Prior Learning for the units of competency listed in the table above.
- I have attached original copies of certificates I have achieved previously from other courses and training providers.
- I declare that certification documentation supplied is legitimate, true and correct.
- I understand that the Assessor will verify my certification documentation for validity.
- I agree to pay the RPL Application fee of \$200.
- I understand that the RPL process is an assessment only process whereby I submit evidence.
- I understand that there is no training or learning guide provided to me in this process and that I am using this process to fast track my certification.
- I understand that Ambridge Institute is not responsible for searching, or discovering any information or supporting evidence.
- I understand that I am responsible to supply all supporting evidence and information required by Ambridge Institute and I shall pay any additional search and discovery fees incurred as a result of insufficient evidence being provided.
- I understand that I shall not be entitled to any refund of fees in the event that I do not meet the competency standards and that any further training and assessments I require shall be at my expense at the current Ambridge Institute rate.
- I have supplied a copy of my most recent CV / Resume to demonstrate my industry experience and education.

I, _____ have read the RPL Policy and understand that if this application is successful that a RPL kit will be provided to me for the relevant units of competency, at a briefing session. I understand that I will only receive RPL for those units upon successful submission of all requirements as outlined in the RPL kit for each module.

Student Signature:

Date:

OFFICE USE ONLY

Assessor Endorsement

- I declare that the Student has provided sufficient evident and/or documentation to warrant that the student may progress through RPL process for the above noted units.

Assessor Signature:

Date:

ADMIN USE ONLY

Fees Checked:	<input type="checkbox"/> Yes <input type="checkbox"/> No By:		
Cost Per Unit:	\$	Total Amount Payable:	\$
Invoice Sent:			
Paid:	\$		
Student File & SMS Updated:	<input type="checkbox"/> Yes <input type="checkbox"/> No By:		
PRISMS Updated (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No By:		