### National Recognition Application (Credit Transfer)

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| Full Name: |  |
| Best Contact Number: |  |
| Email Address: |  |
| **Applicant information**The following guidelines apply to applications for national recognition to Mediation Institute and our partner RTO Inspiritive 21178:* National recognition is the recognition of learning achieved through formal education and training. Qualifications and statements of attainment issued by any RTO are to be accepted and recognised by all other RTOs.
* Any student is entitled to apply for national recognition in a course or qualification in which they are currently enrolled.
* Students may not apply for national recognition for units of competence or qualifications which are not included in Inspiritive Pty Ltd scope of registration.
* Whilst students may apply for national recognition at any time, they are encouraged to apply before commencing a training program.
* The student does not incur any fees for national recognition and Mediation Institute does not receive any funding when national recognition is granted.
* National recognition may only be awarded for whole units of competence.
* National recognition will only be issued when the student’s enrolment includes at least one other unit of competence for which the student is participating in training or is seeking recognition. Student may not enrol only for national recognition.
* To apply for national recognition, the applicant must complete and submit the following documentation to Mediation Institute:
	+ National recognition Application Form (this form)
	+ Certified copy of the qualification or Statement of Attainment
	+ Student Enrolment Form
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| Course title of current or intended enrolment: |  |
| Institution where previous training relevant to this application was conducted: |  |
| Summarise the outcomes of the training relevant to this application: |  |
| On what basis is national recognition is claimed? |  |
| **Units already held** | **National recognition Sought** | **Official use only** |
| **Unit Code** | **Unit Title** | **Unit Code** | **Unit Title** | **Approved / Not approved / Remarks** |
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Please return this form to office@mediationinstitute.edu.au

Call 1300 781 533 if you have any questions about the form or Credit Transfer Process.