

ADDITIONAL DOCUMENTS - Please include copies of the following documents ticked with your application:

Document	Required ✓
CV/Resume or work history	
Position description (if employed)	
Related training product Certificates/Statement of Attainments	
Professional Referee's relevant to work situation	
List and details of in-house courses, webinars, workshops, seminars	
The Batchelor Institute Form 2 - Student details and experience Form	

RETURN ADDRESS DETAILS

- Please return your application and any related documentation to: RPL Officer,
- Quality Assurance Branch, Batchelor Institute
C/O Post Office Batchelor NT0845 or email: rpladmin@batchelor.edu.au
- Received Applications will be registered and assigned to an RPL assessor.
- You will be contacted shortly after and notified who your Assessor is and to arrange your RPL Consultation interview.

For more information regarding the Recognition of Prior Learning (RPL) process and policies please visit:

Guides - <https://www.batchelor.edu.au/students/forms-guides/>

Process - <https://www.batchelor.edu.au/students/rpl/>

I declare that the information I have supplied on this form is, to the best of my knowledge correct and complete.

Signature of Student

Date

SECTION 3 - OFFICE USE ONLY

Date received by RPL Officer

Directorate: ILE AHUM AM STAFF

Delegated Assessor Name

Date passed to Assessor

Date Assessments completed and passed to Student Admin for processing

Date of interview with Assessor

Location and time