

Application for Credit Transfer (Horticulture)



STUDENT DETAILS

STUDENT ID (if applicable): _____ Date of Application: _____

Name: _____ Date of Birth: _____

Phone Number: _____ Email Address: _____

COURSE DETAILS

Select the course for which you wish to receive Credit Transfer. Please tick the qualification from the table below for which the Credit transfers are being requested.

Qualification	Credit transfers applied
AHC40320 Certificate IV in Production Horticulture	<input type="checkbox"/>
AHC50320 Diploma of Production Horticulture	<input type="checkbox"/>

Credit Transfer Process

- 1.1 Applicants for Credit Transfer must complete the student credit transfer application form, attach a copy of a verified Award or Statement of Attainment and submit the application to the Trainer/Training Manager.
- 1.2 The RTO/Administration Manager must check the Award or Statement of Attainment and grant credit transfers for identical or equivalent units that have been identified as being completed at another Registered Training Organisation.
- 1.3 Verified copies of Qualifications and Statements of Attainment used as the basis for granting Credit Transfer must be placed in the student files
- 1.4 The completed Credit Transfer record must be signed by the student.
- 1.5 Granting of Credit Transfer must be recorded as a unit outcome in the student's file
- 1.6 After Credit Transfer is granted a student's course schedule must be reviewed and any reductions in the scheduled classes and the reasons for the reduction recorded and placed in the student's file.
- 1.7 If possible, a full-time load for the student should be maintained by adjusting a student's course schedule and duration for completion of the course.
- 1.8 Any course duration reduction as a result of Credit Transfer granted to students must be indicated on the Confirmation of Enrolment if granted prior to the issue of a visa or on PRISMS if granted after the issue of a visa.

Note: For the superseded qualifications, some of the units are not equivalent and credit transfers may not be granted.

AHC40320 Certificate IV in Production Horticulture

Please tick the boxes (under the **CT applied column** only) for the units you wish to receive Credit Transfer for.

S. No	Unit Code	Unit Description	CT Applied	CT Granted
Core Units				
1	AHCBUS408	Operate within a budget framework	<input type="checkbox"/>	<input type="checkbox"/>
2	AHCWHS401	Maintain work health and safety processes	<input type="checkbox"/>	<input type="checkbox"/>
3	AHCWRK401	Implement and monitor quality assurance procedures	<input type="checkbox"/>	<input type="checkbox"/>
4	AHCBIO401	Plan and implement a biosecurity program	<input type="checkbox"/>	<input type="checkbox"/>
5	BSBLDR412	Communicate effectively as a workplace leader	<input type="checkbox"/>	<input type="checkbox"/>
Elective Units				
6	AHCPMG301	Control Weeds	<input type="checkbox"/>	<input type="checkbox"/>
7	AHCBIO303	Apply biosecurity measures	<input type="checkbox"/>	<input type="checkbox"/>
8	AHCWRK403	Supervise work routines and staff performance	<input type="checkbox"/>	<input type="checkbox"/>
9	AHCCHM405	Plan and implement a chemical use program	<input type="checkbox"/>	<input type="checkbox"/>
10	AHCPCM406	Develop a soil health and plant nutrition program	<input type="checkbox"/>	<input type="checkbox"/>
11	AHCSOL406	Sample soils and interpret results	<input type="checkbox"/>	<input type="checkbox"/>
12	AHCNSY404	Plan a propagation program	<input type="checkbox"/>	<input type="checkbox"/>

AHC50320 Diploma of Production Horticulture

Please tick the boxes (under the **CT applied** column only) for the units you wish to receive Credit Transfer for.

S. No	Unit Code	Unit Description	CT Applied	CT Granted
Core Units				
1	AHCBUS511	Manage enterprise staff requirements	<input type="checkbox"/>	<input type="checkbox"/>
2	AHPCPM507	Diagnose plant health problems	<input type="checkbox"/>	<input type="checkbox"/>
3	AHCPHT511	Develop a horticultural production plan	<input type="checkbox"/>	<input type="checkbox"/>
4	AHCWHS502	Manage work health and safety processes	<input type="checkbox"/>	<input type="checkbox"/>
5	AHCWRK512	Plan, implement and review a quality assurance program	<input type="checkbox"/>	<input type="checkbox"/>
Elective Units				
6	AHCBER504	Manage the implementation of a biosecurity emergency control program	<input type="checkbox"/>	<input type="checkbox"/>
7	AHCBUS516	Develop and review a business plan	<input type="checkbox"/>	<input type="checkbox"/>
8	AHCCHM501	Develop and manage a chemical use strategy	<input type="checkbox"/>	<input type="checkbox"/>
9	AHCSOL505	Monitor and manage soils for production	<input type="checkbox"/>	<input type="checkbox"/>
10	AHCBUS408	Operate within a budget framework	<input type="checkbox"/>	<input type="checkbox"/>

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STUDENT DECLARATION:

Complete all the relevant details on first page. Original of all Certificates / Statements of Attainment have been provided to TIV and their copies submitted for the purpose of this Credit Transfer application. All original documents have been obtained through accredited training pathways.

Student's Name	
Student's Signature	
Date	

Office Use Only

Checklist	
Original Certificates / Statements of attainment(s) have been sighted?	<input type="checkbox"/>
Copies of all Certificates / Statements of attainment(s) are attached to this application?	<input type="checkbox"/>
CT "Granted" column in is completed?	<input type="checkbox"/>
Credit noted on Student Management System /Student file	<input type="checkbox"/>

TIVTRAINER/TRAINING MANAGER

The above application and information has been received. All original certificates/statements of attainment have been sighted and copies are attached to this application.

Trainer's/Training Manager's Name	
Trainer's/Training Manager's Signature	
Date	

PROTECTING STUDENT PRIVACY

TIV stores and uses personal information only for the purposes of administering Student enrolment and education. The information collected is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory authority requirements. In some instances, information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.