



# Application form

## Equivalency of overseas secondary education qualifications

**Please read and keep the attached Application notes**

Please tick the appropriate box/boxes:

- I give permission for my statement of equivalence to be emailed to TAFE Admissions at the Department of Training and Workforce Development
- Assessment to be posted
- Assessment to be collected
- Assessment to be emailed

### Contact details

Title: (please specify)     Mr                       Mrs                       Miss                       Ms                       Other

Surname:

Previous surname (if applicable):

Date of birth:

Given name/s:

Postal address:

Suburb:

Postcode:

Phone:

Mobile:

Email:

### Qualifications

Origin of qualification (country):

Title of certificate	Issuing authority	Year awarded

### For what reason are you seeking this equivalency?

- |  |   |
|--|---|
| <input type="checkbox"/> Study at TAFE | <input type="checkbox"/> Australian Defence Force |
| <input type="checkbox"/> Employment    | <input type="checkbox"/> Other                    |

**Payment****Payment – \$33 (Australian Dollar only; we do not accept foreign currency)**

- Cash** – in person at our office only (**do not** send cash in the mail) **OR**  
 **EFTPOS from your bank account** – in person at our office only **OR**  
 **Money order** – payable to ‘The School Curriculum and Standards Authority’ **OR**  
 **Credit card** – MasterCard or Visa

**Credit Card Payments by Mail**

MasterCard  Visa  (please tick appropriate box)

Credit card number: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Expiry date: \_\_\_\_\_

Cardholder’s full name (please print):

Cardholder’s signature:

Cardholder’s address:

**Please return application and payment to:****By post:**

School Curriculum and Standards Authority  
 PO Box 816  
 Cannington WA 6987

**In person:**

Level 2  
 303 Sevenoaks Street  
 Cannington WA 6107

**Checklist – Before submitting the application form, please ensure the required documents and information are included. Incomplete applications cannot be processed.**

- Qualification/s in original language** – English or other  
 **Qualification/s translated into English** (if applicable)  
 **Photo identification** – current Australian driver licence **OR** current passport  
 **Proof of name change** – if applicable, such as Marriage or Change of Name certificate  
 **All photocopies certified** – please see attached list of who can certify documents  
 **Payment – \$33 Australian Dollar** – per certificate/document to be assessed  
 **Application form** (this document) – fully completed, signed and dated

**Declaration – You must read, sign and date this application form**

I certify that all information and documents provided with this application are true and correct. I understand it is my responsibility to provide all necessary documents, and that the School Curriculum and Standards Authority will not process my application if I provide incorrect, incomplete and/or misleading information.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE USE ONLY**

Original documentation sighted?	Yes <input type="checkbox"/> / No <input type="checkbox"/>			Signature	Date
Certificates and/or academic records	Yes <input type="checkbox"/> / No <input type="checkbox"/>	First assessment	Yes <input type="checkbox"/> / No <input type="checkbox"/>		
Photo identification e.g. driver licence	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Second assessment	Yes <input type="checkbox"/> / No <input type="checkbox"/>		
Proof of name change (if applicable)	Yes <input type="checkbox"/> / No <input type="checkbox"/>	Review	Yes <input type="checkbox"/> / No <input type="checkbox"/>		

Authority officer: \_\_\_\_\_

(Signature)

Date: \_\_\_\_\_