

Application for re-crediting of VET Student Loan debt

Students who withdraw after the Census Date may apply under special circumstances to have their VET Student Loan debt re-credited if they have taken out a VET Student Loan or to have their tuition fees refunded (if they have paid upfront).

To be eligible to apply, you must meet special circumstances outlined below:

- these circumstances were beyond the Student's control; and
- these circumstances did not make their full impact on the Student until on, or after the census date; and
- these circumstances were such that it was impracticable for the Student to complete the requirements for the Unit in the period during which the Student undertook or was to undertake the Unit.

Requests for re-crediting a VET Student Loan debt must be made within 12 months of the withdrawal date. If you have not withdrawn your enrolment, you must apply within 12 months of the last day of the unit(s) in which you were enrolled.

You cannot apply for a re-credit for a Unit of Study if you have successfully completed that Unit of Study.

Learner details

Full name:			
Address:			
Email address:		Mobile:	

Course details

Course name:	
Start date:	

Unit of Study details

Unit of study code:	Unit of study name:	Commencement date:	Census date:

Special circumstances details

Learner declaration

I wish to apply for re-crediting of my VET Student Loan debt for Unit of Study listed above. I declare the information provided is true and correct.

Name: _____

Signature: _____ Date: _____

RTO Approval – OFFICE USE ONLY
Recommendation:

Re-credit recommended:	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Recommending officer name:		Position:	
Recommending officer signature:		Date:	

Approval:

Re-credit approved:	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Approving officer name:		Position:	
Approving officer signature:		Date:	

Processing:

Date re-credit processed:			
Processing officer name:		Position:	
Processing officer signature:		Date:	