

To support your request for credit transfer, submit the completed form with supporting documents (certified copy of record of results or Statement of Attainment) to the relevant contact listed below. Requests without documentary evidence will not be processed and will be returned.

I hereby declare that the information I have entered on this form is true and correct.

Student Signature: _____ Date: ____/____/____

If you are seeking credit for units completed with another RTO and you are unable to provide a copy of your Statement of Attainment or USI transcript, please complete the below section so we can verify your results.

NAME OF ISSUING REGISTERED TRAINING ORGANISATION (RTO) you authorise information to be released from

Student identification Number
(must be provided)

RTO Contact Details

Phone Email

NAME OF QUALIFICATION you authorise for information of results to be released

Course Code Course Name

I hereby declare that I authorise the above named Registered Training Organisation to release information to Charles Darwin University (CDU) for results I obtained with your organisation.

Student Signature: _____ Date: ____/____/____

For any general enquiries or to email or hand in the completed form please refer to the below contact details

Casuarina campus: Student Central

Mon to Thurs: 8.00am to 4.00pm
Fri: 8.00am to 3.00pm
Location: Building Orange 1.1, Casuarina campus
Freecall: 1800 061 963
Email: student.central@cdu.edu.au.

CDU Darwin Waterfront: Student Central

Mon to Thurs: 8.00am to 4.00pm
Fri: 8.00am to 3.00pm
Location: 21 Kitchener Drive, Darwin
Freecall: 1800 061 963
Email: student.central@cdu.edu.au.

Alice Springs campus: Student Central

Mon to Fri: 8.00am to 4.00pm
Location: Building 1, Info Shop Alice Springs campus
Freecall: 1800 654 865
Email: student.central@cdu.edu.au.

Katherine campus: General enquiries

Mon to Fri: 8.00am to 4.00pm
Location: 19 Second Street, Katherine
Phone: 08 8973 9900
Email: CDUKatherine@cdu.edu.au.

Palmerston campus: General enquiries

Mon to Fri: 8.00am to 4.00pm
Location: Building A, Palmerston campus
Phone: 08 8946 7800
Email: palmerston@cdu.edu.au.

Katherine rural campus: General enquiries

Mon to Fri: 8.00am to 4.00pm
Location: Building 2, Katherine Rural campus
Freecall: 1800 779 577
Email: cdukatherinecampus@cdu.edu.au.

OFFICE USE ONLY		
Date Received:	Date Processed:	*Team Leader/Delegate Approval Name:
Team Code:	Processed by:	Signature: _____ Date: _____