

Technical and Further Education (TAFE)

Recognition of Prior Learning (RPL) Application Form 2025

Please note submitting this form will generate a
\$295 Administration fee where applicable.

RPL Tracking #

How form received

TAFE121

Personal Details - please complete all details

Student Number

Title

☐ Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Mx ☐ Dr

Family name

Given names

Single name only

Gender

☐ Male ☐ Female
☐ Indeterminate/Intersex/Unspecified

Date of Birth

(dd/mm/yyyy)

Usual Residential Address – If different to your Mailing Address

Number & Street

(Cannot be a PO Box)

Suburb/Town

State

 Post Code

Tick status where applicable

☐ **Apprentice** **Domestic** **International Visa holder***
☐ NT ☐ Student Visa
☐ Interstate ☐ Other Visa

* Please note if you have indicated that you are on a visa, you will be required to provide a copy of your passport/visa to assess your eligibility before your application can be processed.

Mailing Address (during training) – All students must complete

Number & Street
or PO Box

Suburb/Town

State

 Post Code

Country

Home Phone

(including area code)

Work Phone

(including area code)

Mobile Phone

Email

List the Course (if known) or Occupation you are seeking recognition in e.g. Diesel fitter, Child care worker, Occupational Health and Safety officer, Project Manager etc.

Course Code

Course Name

Occupation

Employment Details - Relevant to the Course or Occupation you are seeking RPL

If you are employed, what is your current occupation?

Who is your current employer?

Relevant employment history details - Please complete at least one of these, more would be better

Name, Address & Phone number of Employers	Period of Employment From - To	Job Title	Full-time, Part-time, Casual or Volunteer	Duties undertaken with this employer

Relevant unpaid or volunteer work

Do you, or have you undertaken unpaid or volunteer work?

☐ Yes

☐ No

If YES, describe briefly what you did

Relevant unpaid or volunteer work details - Please complete at least one of these, more would be better

Name, Address & Phone number of Organisation	Volunteer Period From - To	Role	Full-time, Part-time, Casual or Volunteer	Duties undertaken at this organisation

I give permission for CDU to contact listed employers' to verify this information

☐ Yes

☐ No

Referee Details - relevant to paid or volunteer work. Where possible, please provide at least one referee contact information

Name	
Position	
Organisation	
Contact number	
Email address	

Name	
Position	
Organisation	
Contact number	
Email address	

Previous Training

Have you had any training related to the qualification you are applying for?

☐ Yes

☐ No

If YES, describe briefly what the training covered

Approximately when did this training take place (year)?

Where did the training take place, i.e. local, interstate, overseas?

Was the training conducted internally or by an external provider?

If it was an external provider who was it? e.g. Charles Darwin University, a TAFE, a supplier to the industry, etc.

Is there any further information you wish to give in support of your application?

If you are including supporting documents with your application, please provide a brief description below

Document Type: e.g. resume, photos, DVD, testimonial, etc. (If providing evidence, please send copies of original only at this stage)	Briefly describe what the document covers: e.g. if it is a photograph or DVD, what does it show you are doing at the time. If it is a testimonial, state why you received it. If it is your resume, indicate the sections relevant to your RPL application.

Declaration - I declare that the above information is true and correct and that all documents are genuine.

Signature of Student: _____ Date: _____

Please return the completed form to the relevant contact listed below.

Academy of the Arts Casuarina campus P: 08 8946 7517 E: vet.cifea@cdu.edu.au Alice Springs campus P: 08 8959 5461 E: vet.alicesprings@cdu.edu.au	ICT, Cyber Security and Digital Cauarina campus P: 08 8946 7517 E: vet.business@cdu.edu.au Alice Springs campus P: 08 8959 54 E: vet.alicesprings@cdu.edu.au
Electrotechnology and Plumbing Casuarina campus P: 08 8946 7505 E: vet.electro@cdu.edu.au Alice Springs campus P: 08 8959 54 E: tradescentral@cdu.edu.au	Tourism, Recreation and Beauty Services Palmerston campus P: 08 8946 7800 E: vet.thr@cdu.edu.au Alice Springs camp P: 08 8959 5461 E: vet.alicesprings@cdu.edu.au
Automotive, Transport and Civil Casuarina campus P: 08 8946 7506 E: vet.autocivil@cdu.edu.au Alice Springs campus P: 08 8959 5465 E: tradescentral@cdu.edu.au	Culinary Arts and Hospitality Palmerston campus P: 08 8946 7800 E: vet.culinaryarts@cdu.edu.au Alice Springs camp P: 08 8959 5461 E: vet.alicesprings@cdu.edu.au
VET Engineering Construction Casuarina campus P: 08 8946 7507 E: vet.mte@cdu.edu.au Alice Springs campus P: 08 8959 5465 E: tradescentral@cdu.edu.au	Education and Foundation Skills Casuarina campus P: 08 8946 7517 E: vet.csh@cdu.edu.au Alice Springs campus P: 08 8959 5461 E: vet.alicesprings@cdu.edu.au
VET Environmental Studies Casuarina campus P: 08 8946 7513 E: vet.clm@cdu.edu.au Alice Springs campus	CDU TAFE Student Services Casuarina campus P: 08 8946 7111 E: TAFE@cdu.edu.au
Agriculture and Rural Operations Katherine Rural Campus P: 08 8976 8311 E: vet.agriculture@cdu.edu.au	CDU TAFE - Alice Springs Alice Springs campus P: 08 8959 5311 E: vet.alicesprings@cdu.edu.au
Business and Workforce Management Education Community Precinct P: 08 8946 7517 E: vet.business@cdu.edu.au Alice Springs campus P: 08 8959 5461 E: vet.alicesprings@cdu.edu.au	CDU TAFE - Katherine Katherine Town Centre P: 08 8973 9904 E: katherine@cdu.edu.au Katherine Rural campus P: 08 8976 8311
Health and Community Services Casuarina campus P: 08 8946 7517 E: vet.csh@cdu.edu.au Alice Springs campus P: 08 8959 5461 E: vet.alicesprings@cdu.edu.au	CDU TAFE - Palmerston Palmerston campus P: 08 8946 7800 E: palmerston@cdu.edu.au

TEAM USE ONLY				
The RPL process has been explained	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Enquiry followed up by Team member	Name
The RPL fees have been explained	<input type="checkbox"/>	<input type="checkbox"/>	Date	
Self-assessment kit has been given to applicant	<input type="checkbox"/>	<input type="checkbox"/>	Team Code	
Date Received:	Date processed:			
Team code:	Processed by:			