



Application form

Equivalency of overseas secondary education qualifications

(as at 1 July 2023)

Please read and keep the attached Application notes.

APPLICATIONS NOT ACCEPTED VIA EMAIL.

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.

TA Number: _____

Assessment to be posted (paper copies)

Assessment to be collected (paper)

Assessment to be emailed (pdf)

Contact details

Title: (please specify) Mr Mrs Miss Ms Other

Family name:

Previous family name (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?

Study at TAFE

Australian Defence Force

Employment

Other

Payment – \$52 per certificate (Australian dollars only; we do not accept foreign currency.)

1. CREDIT CARD (MasterCard/VISA only)

Use this link to pay by credit card: <https://www.bpoint.com.au/payments/billpayment/Payment/Index>

Note: Print and attach the receipt generated after payment has been approved.



Biller Code: 1977776
Ref: Please use your Full Name

2. TELEPHONE AND INTERNET BANKING

Log into your online banking portal or contact your bank or financial institution to make this payment from your cheque, savings, debit or transaction account. More info: www.bpay.com.au



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IMPORTANT: A copy of the BPay receipt must be attached to your completed application as proof of payment.

3. EFTPOS IN PERSON – SCHOOL CURRICULUM & STANDARDS OFFICE

Level 2 Reception - 303 Sevenoaks Street, Cannington WA 6107

Government building opposite the Cannington Train Station, parking on Grose Ave.

4. MONEY ORDER - Available from Australia Post outlets.

Personal cheques and bank drafts in foreign currency are not accepted. Money orders must be in Australian dollars and made out to 'School Curriculum and Standards Authority'.

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 and subject summary in the original language**
- Qualification/s and subject summary MUST BE 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 (post applications)** – please see attached list of who can certify documents
- Proof of Payment** – \$52 per certificate
- 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	Originals sighted			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"/>		
Amount paid	\$				

Authority officer: _____

Date: _____