

Credit Transfer Application Form

Applicants for Credit Transfer must complete the Credit Transfer application form, attach an original (or certified copy) of a verified Award or Statement of Attainment and submit the application to the Enrolments Officer.

Application processing

Applications for credit transfer will normally be assessed within ten working days where there are current precedents. A longer period may be required if a new assessment is required.

How to complete this Application

1. Fill out the form.
2. Complete the “declaration” section.
3. Attach a copy of the original certificate or statement of attainment.

PERSONAL and CONTACT DETAILS

FULL NAME:	TELEPHONE:
NAME OF THE COURSE THAT YOU WISH TO DO: SHB30416 Certificate III in Hairdressing	
STUDENT ID (IF APPLICABLE):	DATE OF BIRTH:
RESIDENTIAL STREET ADDRESS:	

DETAILS OF UNITS OF COMPETENCY

Please write the unit code and unit name below. Please note that any errors in the information you provide below may lead to delay in processing your application.			FOR OFFICE USE ONLY
No	Unit Code and Name		CREDIT APPROVED?
1	SHBHIND001	Maintain and organise tools, equipment and work areas	☐ Yes ☐ No
2	SHBXWHS001	Apply safe hygiene, health and work practices	☐ Yes ☐ No
3	BSBSUS201	Participate in environmentally sustainable work practices	☐ Yes ☐ No
4	SHBHTRI001	Identify and treat hair and scalp conditions	☐ Yes ☐ No
5	SHHBHAS001	Provide shampoo and basin services	☐ Yes ☐ No
6	SHBXIND002	Communicate as part of a salon team	☐ Yes ☐ No

7	SHBHDES003	Create finished hair designs	☐ Yes ☐ No
8	SHBXIND001	Comply with organisational requirements within a personal services environment	☐ Yes ☐ No
9	SHBXCCS001	Conduct salon financial transactions	☐ Yes ☐ No
10	SHBHCUT001	Design haircut structures	☐ Yes ☐ No
11	SHBHCUT002	Create one length or solid haircut structures	☐ Yes ☐ No
12	SHBHCUT004	Create layered haircut structures	☐ Yes ☐ No
13	SHBHCUT003	Create graduated haircut structures	☐ Yes ☐ No
14	SHBHCUT005	Cut hair using over-comb techniques	☐ Yes ☐ No
15	SHBHIND003	Develop and expand a client base	☐ Yes ☐ No
16	SHBHCLS002	Colour and lighten hair	☐ Yes ☐ No
17	SHBHCLS003	Provide full and partial head highlighting treatments	☐ Yes ☐ No
18	SHBHCLS004	Neutralise unwanted colours and tones	☐ Yes ☐ No
19	SHBHCLS005	Provide on scalp full head and retouch bleach treatments	☐ Yes ☐ No
20	SHBHREF002	Straighten and relax hair with chemical treatments	☐ Yes ☐ No
21	SHBXCCS002	Provide salon services to clients	☐ Yes ☐ No
22	SHBHDES004	Create classic long hair up-styles	☐ Yes ☐ No
23	SHBHCUT006	Create combined haircut structures	☐ Yes ☐ No
24	SHBHCUT007	Create combined traditional and classic men's haircut structures	☐ Yes ☐ No
25	SHBXCCS004	Recommend products and services	☐ Yes ☐ No

26	SHBHCCS001	Plan hair services for special events	☐ Yes ☐ No
27	SIRRINV001	Receive and handle retail stock	☐ Yes ☐ No
28	SHBHREF001	Curl and volumise hair with chemical treatments	☐ Yes ☐ No

STUDENT DECLARATION

I, hereby declare that all the information provided in this form is true and correct.

STUDENT'S SIGNATURE

DATE

FOR OFFICE USE ONLY		
Credit Transfer Approved? ☐ Yes ☐ No		
COMMENTS:		
TRAINING & ADMINISTRATION MANAGER SIGNATURE:		DATE: