



AUSTRALIAN STUDY LINK INSTITUTE

Level 2, 123 Lonsdale St
Melbourne, VIC 3000, Australia
Phone: +61 3 9639 9951 | Website: www.asli.vic.edu.au
CRICOS No: 03483G | RTO No : 40794

Credit Transfer Application Form (For SIT Qualifications)

- Please fill out this form and complete all sections.
- Please ensure that certified supporting documents are attached with this application

Credit Transfer Application Form

Section 1 – Student Details

Student Name:		Student ID:	
Course Code and Name:	<input type="checkbox"/> SIT30821 - Certificate III in Commercial Cookery <input type="checkbox"/> SIT40521- Certificate IV in Kitchen Management <input type="checkbox"/> SIT50422- Diploma of Hospitality Management <input type="checkbox"/> SIT60322- Advanced Diploma of Hospitality Management		

Section 2 – Application and Declaration

Student:

- ☐ I wish to apply for credit transfer for the units of competency/modules listed below.
- ☐ I have attached an original copy of certification documentation from another RTO.
- ☐ I declare that certification documentation supplied is legitimate, true and correct.
- ☐ I understand that the Assessor will verify my certification documentation for validity.

Student Signature:		Date:	/ /
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Note: Australian Study Link Institute (ASLI) may decide to reject an application from a student in the event that the VET transcripts issued by the Registrar cannot be authenticated.



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Section 3 – Units /Modules Outcome

(Please ensure that certified supporting documents such as Statement of Attainment/Result or Official Transcripts are attached with this application)

		Assessor Only (FOR OFFICE USE ONLY)										
Unit Code	Unit Name	SIT30821 Certificate III in Commercial Cookery	SIT40521 Certificate IV in Kitchen Management	SIT50422 Diploma of Hospitality Management	SIT60322 Advanced Diploma of Hospitality Management	Old Code	Superseded or Equivalent	Evidence against the credit transfer requested	Evidence supplied	Evidence Verified	Assessment Outcome	Assessor Initial
SITXFSA005	Use hygienic practices for food safety	√	√	√	√	SITXFSA001	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC027	Prepare dishes using basic methods of cookery	√	√	√	√	SITHCCC005	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXHRM007	Coach others in job skills	√	√			SITXHRM001	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHKOP010	Plan and cost recipes	√	√			SITHKOP002	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC041	Produce cakes, pastries, and breads	√	√	√	√	SITHCCC019	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC028	Prepare appetisers and salads	√	√	√	√	SITHCCC006	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC035	Prepare poultry dishes	√	√	√	√	SITHCCC012	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC023	Use food preparation equipment	√	√	√	√	SITHCCC001	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC029	Prepare stocks, sauces and soups	√	√	√	√	SITHCCC007	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC040	Prepare and serve cheese	√	√						<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC030	Prepare vegetable, fruit, eggs and farinaceous dishes	√	√	√	√	SITHCCC008	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		



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SITHCCC031	Prepare vegetarian and vegan dishes	√	√	√	√				<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC039	Produce pates and terrines	√	√						<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC026	Package prepared foodstuffs	√	√	√					<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC036	Prepare meat dishes	√	√	√	√	SITHCCC014	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC037	Prepare seafood dishes	√	√	√	√	SITHCCC013	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITHCCC042	Prepare food to meet special dietary requirements	√	√	√	√	SITHCCC018	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITXWHS005	Participate in safe work practices	√	√			SITXWHS001	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHKOP009	Clean kitchen premises and equipment	√	√			SITHKOP001	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHPAT016	Produce desserts	√	√	√	√	SITHPAT006	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITXFSA006	Participate in safe food handling practices	√	√	√	√	SITXFSA002	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXINV006	Receive, store and maintain stock	√	√	√		SITXINV002	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITXINV007	Purchase goods	√							<input type="checkbox"/>	<input type="checkbox"/>		
BSBSUS211	Participate in sustainable work practices	√				BSBSUS201	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		



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SITHCCC043	Work effectively as a cook	√	√		√	SITHCCC020	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITXFSA008	Develop and implement a food safety program		√P		√	SITXFSA004	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITHKOP012	Develop recipes for special dietary requirements		√P			SITHKOP004	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITHKOP015	Design and cost menus		√P			SITHKOP007	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITXCOM010	Manage conflict		√P	√	√	SITXCOM005	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITHKOP013	Plan cooking operations		√P	√		SITHKOP005	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXWHS007	Implement and monitor work health and safety practices		√P	√	√	SITXWHS003	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXMGT004	Monitor work operations		√P	√	√	SITXMGT001	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXHRM009	Lead and manage people		√P	√	√	SITXHRM003	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXFIN009	Manage finances within a budget		√P	√	√	SITXFIN003	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXHRM008	Roster staff		√P	√	√	SITXHRM002	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXMGT005	Establish and conduct business relationships			√ P	√	SITXMGT002	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXGLC002	Identify and manage legal risks and comply with law			√ P	√	SITXGLC001	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		



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SITXFIN010	Prepare and monitor budgets			√ P	√	SITXFIN004	Superseded		<input type="checkbox"/>	<input type="checkbox"/>		
SITXCCS016	Develop and manage quality customer service practices			√ P	√	SITXCCS008	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXCCS015	Enhance customer service experiences			√ P	√	SITXCCS007	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
BSBFIN601	Manage organisational finances				√ P	BSBFIM601	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
BSBOPS601	Develop and implement business plans				√ P	BSBMGT617	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXFIN011	Manage physical assets				√ P	SITXFIN005	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXHRM010	Recruit, select and induct staff				√ P	SITXHRM004	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXHRM012	Monitor staff performance				√ P	SITXHRM006	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXMPR014	Develop and implement marketing strategies				√ P	SITXMPR007	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
SITXWHS008	Establish and maintain a work health and safety system				√ P	SITXWHS004	Equivalent		<input type="checkbox"/>	<input type="checkbox"/>		
									<input type="checkbox"/>	<input type="checkbox"/>		
									<input type="checkbox"/>	<input type="checkbox"/>		
									<input type="checkbox"/>	<input type="checkbox"/>		



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Section 4 – Student Acceptance					
Student Signature:			Date:		
Section 5 – Assessor Judgement and Declaration (FOR OFFICE USE ONLY)					
<input type="checkbox"/> I declare that I have verified certification documentation and the documents supplied by the student are legitimate, true and correct.					
Application Approved: <input type="checkbox"/> Yes <input type="checkbox"/> No					
CoE duration adjusted as a result of Credit Transfer: <input type="checkbox"/> Yes <input type="checkbox"/> No					
ASLI Assessor Name:					
Admin Use only					
SMS Updated:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date:		Initials	
Student file updated:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date:		Initials	
Credit Transfer Record Register Updated:	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date:		Initials	

Please note: If you are applying CT (Credit Transfer) for any other unit / units which are not listed in the CT form please use the last blank page.

√ P: Stands for package course units.



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