



RPL DOCUMENT CHECKLIST

Recognition of Prior Learning

STUDENT DETAILS

Full Name

Date of Birth

Email

Phone

Address

QUALIFICATION APPLYING FOR

USI NUMBER

REQUIRED DOCUMENTS

Tick each box once the document has been provided.

☐

100 Points of ID

☐

Relevant Industry Payslips

☐

Passport

☐

Photos & Videos

☐

Visa Copy

☐

Resume

☐

Relevant Work Experience Letter

☐

USI Transcript

☐

Relevant Qualification(s) (if applicable)

ADDITIONAL NOTES

IMPORTANT NOTE

We act as a service provider to facilitate your RPL with various independent Registered Training Organisations (RTOs) in Australia. Once a qualification is issued and delivered to you by an RTO, there is no refund or replacement under any circumstances. This includes unexpected situations for example if the RTO is later found non-compliant or has its registration cancelled by ASQA. We cannot intervene or offer compensation if a qualification is invalidated due to actions taken by regulatory bodies.

Student Signature

Date