

Certificate Application Form

Student Name:

Student ID: Date of Birth:

Address:

Contact Phone Numbers:

Email Address:

Certificate and Transcripts Completion Letter Statement of Attainment

Please tick the qualification you are requesting for:

Tick	Course Code and Description
<input type="checkbox"/>	BSB40320- Certificate IV in Entrepreneurship and New Business
<input type="checkbox"/>	BSB50120- Diploma of Business
<input type="checkbox"/>	BSB60420- Advanced Diploma of Leadership and Management
<input type="checkbox"/>	BSB80120- Graduate Diploma of Management (Learning)
<input type="checkbox"/>	CPC30220- Certificate III in Carpentry
<input type="checkbox"/>	CPC40120- Certificate IV in Building and Construction
<input type="checkbox"/>	CPC50220- Diploma of Building and Construction (Building)
<input type="checkbox"/>	RII60520- Advanced Diploma of Civil Construction Design

Document will available for collection within **15 working days** of receipt of the request form.

Student Signature: _____ Date: _____

Acknowledge Receipt of Certificate (at the time of collection of Certificate)

Student Signature: _____ Date of Receiving: _____

Head Office

📍 Level 1, 333 Queen Street, Melbourne, VIC 3000, Australia

☎ +61 3 9749 7727

🌐 info@aiop.edu.au

www.aiop.edu.au

RTO: 32521 | CRICOS: 03934G

FOR OFFICE USE ONLY:

Finance Department Approval :		
Name :	Sign:	Date :
Academic Department Approval :		
Name :	Sign:	Date :
Admin Department Approval :		
Name :	Sign:	Date :
Comments:		