Nature Care College

Request for a Re-issue of Credential, Certificate, Statement of Attainment, Record of Results, Statement of Academic Record, Non-current Course Outline or Non-current Unit of Study Outline

Name:_____Student No: _____

Please PRINT student's name EXACTLY as they want it to appear on qualifications etc

Phone No/s: (W) _____(H) _____Mobile _____

Date Requested: _____ Date of Birth:*(I.D. Purposes)* _____

* Please allow approximately 2-3 weeks for your request to be processed.

Type of Re-issue Request	**Fee**
Re-issue of Credential	$100.00
Re-issue of Statement of Attainment	$80.00
Re-issue of Record of Results	$80.00
Re-issue of Statement of Academic Record	$80.00
Non-current Course Outline	$50.00
Re-issue Certificate of Completion	$50.00
Non-current Unit of Study Outline (1 to 10 UOS Outlines)	$100.00
(10 or more UOS Outlines)	$150.00

Please note full payment of re-issue administrative fee is payable prior to processing

Payment Options

*I wish to pay by

☐ EFTPOS ☐ Cash ☐ Credit/Debit Card

Please charge my credit card: ☐ Visa ☐ Mastercard

Card Number: ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ Expiry date ☐☐☐☐

TOTAL PAYMENT $_____

Cardholder Name (print): _____

Cardholder Signature _____

Name and Type of Request:

❒ Re-issue Credential (qualification) name i.e. Advanced Diploma/Diploma/Professional Certificate/Certificate

_____

❒ Re-issue Certificate of Completion:_____

❒ Re-issue Record of Results

❒ Re-issue Statement of Attainment

❒ Re-issue Statement of Academic Record

❒ Re-issue of Non-Current Course Outline _____

❒ Re-issue of Non-Current Unit of Study Outline/s_____

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