Got the Skills?
Get the Recognition for course 17841
Human Resources (Certificate IV)

You don’t need to study what you already know! The skills, knowledge and experience you have gained from your previous learning, work experience and life in general may be taken into account. This is called recognition.

To apply for credit in one or more units you must clearly show that you have the equivalent and relevant skills, knowledge and experience of the unit or group of units.

Complete the relevant unit forms below, include your evidence and attach the Enrolment Adjustment Recognition form. Place this on top of your completed application as a cover sheet.

Keep a copy of all completed forms for your records.

Recognition for Unit of Competency forms

BSBHRM402A – Recruit select and Induct Staff
BSBWRK410A - Implement Industrial Relations Procedures
BSBHRM401A - Review Human Resources Functions
BSBHRM403A - Support Performance Management Process
BSBFIA402A - Report on Financial Activity
BSBWOR402A - Promote Team Effectiveness
BSBWOR401A - Establish effective workplace relationships
BSBHRM501A - Manage Human Resources Consultancy Services
BSBOHS407A - Monitor a Safe Workplace
BSBLED401A - Develop Teams and Individuals
BSBRES401A - Analyse & Present Research Information

Can't find the form you are looking for or need more help? Contact the Recognition Desk