Got the Skills?
Get the Recognition for course 5000
Vocational and Study Pathways (Certificate III)

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**

- NSWTEGL301B - Apply language and learning skills
- NSWTABLE301B - Apply strategies to assert own Aboriginal Identity
- NSWTABLE302B - Apply personal strategies to identify and address racist behaviour
- BSBWOR204A - Use business technology
- NSWTCOM307B - Demonstrate inclusive communication skills
- NSWTCOM311B - Apply knowledge of conflict resolution
- NSWTIWNT203B - Identify workplace rights and responsibilities
- NSWTLRN301B - Draw conclusions from information for study purposes
- NSWTMTH201B - Use rational number skills
- NSWTMTH202B - Solve basic measurement problems
- NSWTEH204A - Identify ethical issues in the workplace

**Group 2 Elective units**
- BSBITU302A - Create electronic presentations
- NSWTCOM208B - Organise and complete a job application and interview
- NSWTCOM309B - Conduct a routine interview
- NSWTTMW301B - Apply team participation skills

**Group 3 Electives**
- BSBITU102A - Develop keyboard skills
- NSWSPG201B - Speak effectively in a range Contexts

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