

# Meridan State College – RTO 32134

## Application for Replacement Certificate/Statement of Attainment



Title: (please circle)      Mr      Miss      Mrs      Ms      Date of Application:    \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Surname:

Full Legal First Names:

Date of Birth      \_\_\_\_ / \_\_\_\_ / \_\_\_\_      USI:

Postal Address:      State:      Postcode:

Phone:      Mobile:

Applicant Signature:

*Only 1 proof of identity required – a copy of the proof will be taken to verify identity and right to information.*      Office Use only – Verified by /Date

Proof of Identity	Birth Certificate	No.:	
	Passport	No.:	
	Drivers Licence	No.:	

Name of Certificate/Statement of Attainment Requested	Year Achieved	Cost \$30 each

Preferred Method for Collection:  
 Posted to address listed above      Total Cost: \$  
 In Person from the College Executive Office

**Please Note: Allow up to 30 days for processing**

Payment methods accepted:      **Mastercard**      **Visa**      **Cash (in person only)**      (Please Circle)

Card Number:      \_\_\_\_\_      Expiry:      \_\_\_\_ / \_\_\_\_

Card Holder Name:

Card Holder Signature:

*Finance Office Use:* Received: \$      Receipt No.      Date:      Initials:

*Admin Office Use:* Posted Date:      Collected in Person: Date:  
 Posted by (initials):      Initials:

Completed document to be forwarded to VET Administration Officer (Exec Centre) after receipting of funds by Finance. Document to be scanned and recorded in VET Reissuance Register after collection/postage.