

APPLICATION FOR CREDIT RECOGNITION AND TRANSFER (CRT)

NAME:

STUDENT ID NO:

PROGRAMME:

1. I am seeking Credit Recognition and Transfer (CRT) on the basis of (tick all that apply):

- Cross-credit from another BTI qualification
Credit Transfer from credit awarded by a different organisation
Recognition of Prior Learning for previous relevant experience

2.

The BTI course/s for which I am seeking CRT (If known, please provide name of course and code from list of course descriptions you believe to be relevant for CRT.)	Previous study or work that I believe qualifies me for CRT of each course (Please provide this information for each course/experience to be assessed in this application.) University:
1. Code: Name of course:	Name of course: Code: Credits: Level:
2. Code: Name of course:	Name of course: Code: Credits: Level:
3. Code: Name of course:	Name of course: Code: Credits: Level:
4. Code: Name of course:	Name of course: Code: Credits: Level:
5. Code: Name of course:	Name of course: Code: Credits: Level:
6. Code: Name of course:	Name of course: Code: Credits: Level:
	Name of course: Code: Credits: Level:
<p>Please note: You must supply evidence to support your application (please attach):</p> <p>a) Qualifications: transcript, course descriptions (outline, rationale, aims, objectives, intentions, content covered, assignments etc.) NZQA level of each course applied for.</p> <p>b) Written evidence to support previous experience (description, supported references).</p>	

3. Consideration of the application will involve matching:

- **Learning Intentions:** previous study must be equivalent to the learning intentions of the BTI courses
- **Course Content:** previous study must be equivalent to the content of the BTI courses.
- **Learning hours involved:** these must be equivalent to or exceed the corresponding BTI course (at BTI 1 credit = 10 learning hours)
- **NZQA level of study:** previous study must be equivalent to or higher than the corresponding BTI course
- **Recency of study:** study elsewhere must have been undertaken within the timeframe specified by the relevant professional bodies

4. CRT Fees: Please pay the following with application

CRT APPLICATION FEE | Charged for processing CRT
(Credit Recognition and Transfer) applications

\$100.00

CRT ADMINISTRATION FEE

\$75.00 per individual course applied for

FORM CONTINUES OVERLEAF...

Please note: The application will not be processed until the fee has been paid. Incomplete applications cannot be processed until all documentation has been received and therefore will delay your enrolment.

1. I am aware that consideration of my application for CRT credit may involve discussion(s) between me and BTI staff. I am prepared to supply course outlines, completed assignments, transcripts and any other documentation that would further support this application.

2. I enclose the non-refundable fee of \$ _____ paid by ☐ Cash ☐ Internet Banking

SIGNED:

DATE:

Applications close two weeks before the start of the programme.

If an offer of the programme has been provided before these dates, then a CRT application needs to be made before these cut-off dates. If an application is processed after this date, processing will be at the Programme Co-ordinator's discretion.

Payment Details:

Our bank account name and number are:

Bank: Bank of New Zealand, Cameron Road Banking Centre, Tauranga, New Zealand.

Account Name: Bethlehem Institute Ltd.

Account Number: 02 0466 0049930 00

Please include your name as reference.

Alternatively, call 0800 BETHLEHEM with your credit card details.

Check that you have included the following to ensure your application is processed without delay:

Qualification Transcript

Course Outlines to include:

- Learning Intentions/course descriptions
- Course Content including course schedule
- Course Assignment Outlines

Reference from experience (if applicable)

The correct payment

Please forward your application to:

The Programme Administrator

[Name of programme for which you are applying for CRT]

BTI

Private Bag 12015

TAURANGA 3143

FOR OFFICE USE ONLY

CRT Application Received – Initials:

Date:

Recorded On PEPi – Initials:

Date:

CRT Fees Paid ☐ Cash ☐ Internet Banking

Amount:

Application Forwarded to Programme Co-ordinator – Initials:

Date:

CRT Meeting Date:

Outcome of application:

Chair of CRT Committee (signature): _____

Date: