

Credit Transfer – Stage 1

Certificate III in Fitness SIS30321

Credit Transfer (CT)

Have you completed the same or an equivalent superseded unit of competency (UoC) within a different qualification? Have you completed the unit/s within the last 3 years, or have you been working within a related industry where you have maintained current knowledge and skills? If this is your situation, you can have your previous study recognised by ACFB!

ALL applications for Credit Transfer MUST be accompanied by the requested evidence to verify the completion of the units of competency along with currency.

How does the CT process work?

There are two (2) steps within the CT process:

Step 1

- Review the UoC completed within a previous qualification and match these to the UoC within the Certificate III in Fitness SIS30321
- Where the same UoC has been completed, and where its completion date was within the last 3 years, tick the Under 3 years ago CT box.
- Where the same UoC has been completed, however it was completed over 3 years ago, tick the Over 3 years ago CT box.

Evidence to submit with this application form:

- Evidence of completion of the UoC's, e.g., Record of Results or a Statement of Attainment.
- Where the UoC's were completed over 3 years ago, evidence of current work within that industry e.g., employment contract, membership to a professional association, pay slips (payment details blacked out).
- Email this completed form along with the required evidence to rpl@acfb.edu.au

Step 2

- Your information will be reviewed, and the Program Manager will be in contact with you within 7-14 days to discuss your application and when required, request further evidence.
- *Please note: ACFB clusters some UoC's together for holistic delivery and assessment. In the instance you gain CT for a UoC that is clustered with another UoC where you have not gained CT, this may result in a reduction in the fee for the UoC but the same number of assessments will need to be completed.*

First Name _____ Surname _____ Email _____ Phone Number _____

Step 1 – Tick the unit of competencies completed within a previous qualification:

Unit Code	Unit Name	Completed within previous 3 yrs	Completed longer than 3 yrs ago
Safe Practice Gym Principles			
BSBOPS403	Apply Business Risk Management Processes		
BSBWH5332X	Apply infection prevention and control procedures to own work activities		
HLTWHS001	Participate in workplace health and safety		
SISXFAC001	Maintain equipment for activities		
Screening & Assessment			
SISFFIT032	Complete pre-exercise screening and service orientation		
SISFFIT033	Complete client fitness assessments		
SISFFIT052	Provide healthy eating information		
Programming & Instruction			
SISFFIT040	Develop gym-based exercise programs for individual clients		
SISFFIT047	Use anatomy and physiology knowledge to support safe and effective client exercise		
SISCCRO001	Plan and conduct recreation programs for older persons		
Service & Professional Development			
BSBOPS304	Deliver and monitor a service to customers		
BSBPEF301	Organise personal work priorities		
Group Exercise			
SISFFIT035	Plan group exercise sessions		
SISFFIT036	Instruct group exercise sessions		

Current Experience

Where your UoC's were completed longer than 3 years ago, provide specific details of your work in the industry within the previous 3-year period.