



Request for Certificate or Statement of Attainment

TO BE COMPLETED BY THE STUDENT	
Date of Request:	
Student ID Number:	ACE-S
Student Name:	
Mobile No:	
Email Address:	
Residential Address:	
	City/Suburb: _____ State: _____ Postcode: _____
Course Name:	<input type="checkbox"/> SIT30816 Certificate III in Commercial Cookery
	<input type="checkbox"/> SIT40516 Certificate IV in Commercial Cookery
	<input type="checkbox"/> SIT50416 Diploma of Hospitality Management
	<input type="checkbox"/> AUR30616 Certificate III in Light Vehicle Mechanical Technology
	<input type="checkbox"/> AUR30620 Certificate III in Light Vehicle Mechanical Technology
	<input type="checkbox"/> AUR40216 Certificate IV in Automotive Mechanical Diagnosis
	<input type="checkbox"/> AUR50216 Diploma of Automotive Technology
	<input type="checkbox"/> FBP30417 Certificate III in Bread Baking
Certification Document Requested:	<input type="checkbox"/> Certificate / Testamur (including record of results and course completion letter)
	<input type="checkbox"/> Statement of Attainment
Student Acknowledgement & Signature:	<input type="checkbox"/> I understand that in order to receive my certificate or SOA, my fees must be cleared.
	<input type="checkbox"/> I understand that to be eligible for a certificate and completion letter, I must have satisfactorily completed all course requirements.
	<input type="checkbox"/> I understand that it may take up to 30 days to receive my certificate / SOA from the date of my request, subject to clearance of my fees.
	Student Signature: _____