



Australian Vocational Training
& Employment Services
Location - 194 Timor Street Warrnambool
Postal - PO Box 1148, Warrnambool 3280
Phone 1300 764 418 Fax 1300 363 161
Email info@avtes.com.au
Website www.avtes.com.au

Application For:

1. Re-Issue of Certificate

STUDENT USE ONLY

NB: Where a Qualification Certificate or Statement of Attainment is requested by a participant to be re-issued, a **minimum charge of \$20.00 will apply**. Where more than one Certificate is to be re-issued, participants should contact our Finance Department with regard to the applicable fees.

Participants are advised that Certificate(s) will not be issued until full payment of the re-issuing charge for same has been received.

Please complete this section and return same to our office in the Reply Paid envelope provided.

Please **PRINT YOUR NAME** below using exactly the name you wish to appear on your Qualification Certificate.

Please **CONFIRM YOUR MAILING DETAILS** below so that your Qualification Certificate can be forwarded to you.

Address: _____

Student's Signature: _____ Date: ____/____/200__

STUDENT RECORDS USE ONLY

NB: Please attach a copy of the Trainee's final ICARE Confirmation Report to this form.

Certificate Required: Qualification Statement of Attainment

Tax Invoice Required? YES NO

Payment for Re-Issue Made? YES NO

Name of Trainee: _____

Mailing Address: _____

Course Title: _____

Course Code: _____

