

APPLICATION FOR REPLACEMENT OR INTERIM RECORD

Form No:
Chal 106/F03
Issue Date:
02/10/2012
Re-Issue Date:
02/10/2013

RECORDS REQUIRED: <i>(tick applicable)</i>	<input type="checkbox"/> Replacement Statement of Attainment	\$ 5.00	<i>Note: If paying by cheque, please make your cheque payable to "Challenger Institute of Technology"</i>
	<input type="checkbox"/> Replacement Statement of Academic Record (Results) <i>(Issue of Academic Record outside normal print dates)</i>	\$ 20.00	
	<input type="checkbox"/> Replacement Award/Certificate	\$ 50.00	
	TOTAL PAYABLE*	\$	

** Please pay this amount at the cashier*

STUDENT ID:

DATE OF BIRTH:

1: Student details (Please PRINT Names in full & clearly)

Family name:		Given Names:	
Postal address: <i>(note: this is where your record will be mailed to)</i>			
	Postcode:		
Telephone (Home):		Telephone (Work):	
Mobile number:		Email:	

2: Course details (Please PRINT clearly)

Course Number:		Semester & Year completed:	
Course Name:			
Year when record was first issued:			

➤ Signature of applicant: _____ Date: ____/____/____

➤ Present this form & payment to a Customer Services Officer at your nearest Challenger Institute of Technology Campus.

CUSTOMER SERVICE OFFICER USE ONLY

Name:	Date:
<input type="checkbox"/> Phone request <input type="checkbox"/> Counter request <input type="checkbox"/> Postal/Email request	
<input type="checkbox"/> Proof of student ID verified <input type="checkbox"/> Fee paid	Receipt number:

Send this form and a copy of the payment receipt to the Academic Records Centre (ARC)