

Official Statement of Attainment Application Form

Statements take up to 10 business days to be processed and posted from the College.

Please review the [Academic results release dates](#) prior to applying.

The cost of having your Official Statement of Results issued is \$30.00 per copy.

1. Student Details: Please provide documentation of your full legal name e.g. Birth certificate

Student Number	
Unique Student Identifier Number (VET only)	
Title	
First Name	
Middle Name	
Last Name	
Date of Birth	
Email	
Contact Number	
Postal Address (Please include the postcode & state)	

2. Course Details

Full title of your course	
Campus	<input type="checkbox"/> Sydney <input type="checkbox"/> Brisbane <input type="checkbox"/> Melbourne <input type="checkbox"/> Adelaide
Are you a current student?	<input type="checkbox"/> Yes <input type="checkbox"/> No

3. Postal Options:

<input type="checkbox"/> Normal Mail	<input type="checkbox"/> Express Post \$7.80 postage charge	<input type="checkbox"/> Pick up from Sydney campus
<input type="checkbox"/> Please email a scanned copy before postage		

4. Payment Details:

If you require more than one copy please multiply the number of copies you require by \$30.00.

Number of copies required	
Total Cost	
Please indicate your payment below:	<input type="checkbox"/> Credit Card <input type="checkbox"/> Cheque <input type="checkbox"/> Bank Cheque
	<input type="checkbox"/> Cash <input type="checkbox"/> EFTPOS <input type="checkbox"/> Direct Deposit <input type="checkbox"/> Money Order

- I declare that the information I have provided on this application is true and correct.
- I am aware that the Australian College of Applied Psychology Student Handbook is available online at www.acap.edu.au. By signing this form, I acknowledge that I have read and understood the policies, procedures and terms set out in the Australian College of Applied Psychology Student Handbook and I agree to be bound and abide by the policies, procedures and terms set out in the Student Handbook, as amended from time to time.

X

Date:

[\(Sign here\)](#)

For credit card payments, please provide your details below:

Type of Credit Card:

<input type="checkbox"/>	Visa	<input type="checkbox"/>	Master Card	<input type="checkbox"/>	Other (please specify)	<input type="text"/>
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Card Holder name	<input type="text"/>
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Card Number:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Expiry Date:	<input type="text"/>	<input type="text"/>	-	<input type="text"/>	<input type="text"/>	Amount:	\$	<input type="text"/>
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If paying by cheque, bank cheque or money order, please attach it securely to this form. Credit Card and Direct Deposit details are below.
Cash and EFTPOS payments will only be accepted if you lodge this form in person at Student Administration.
Do not attach cash to this form.

Direct Deposit payments can be made to:

Account Name: Australian College of Applied Psychology
BSB: 036 000
Account Number: 806586

Reference: When using direct deposit, please ensure your record your full name or student number in the payment description so we may identify your payment.

Please attach a copy of your payment receipt to this form

Please scan and email to statements&graduation@navitas.com or return this application at your relevant campus.

Sydney

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Strawberry Hill NSW 2012
Fax: 02 9964 6370

Brisbane

PO Box 10469
Brisbane QLD 4000
Fax: 07 3236 0037

Melbourne

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Melbourne VIC 8006
Fax: 03 8613 0698

Adelaide

GPO Box 2067
Adelaide SA 5011
Fax: 06 8110 4020