



Verification of Qualification Permission form

Issuing RTO name:

Dear,

My name is I obtained a Statement of Attainment/Qualification from your RTO in (year).

The details from this Statement/Qualification are as follows:

Qualification Title:

Qualification Code:

Certificate Number:..... Date of issue:

I hereby authorise you to provide verification of these details to the contact person below:

Name:

Email:

Phone:.....

Yours sincerely,

Student name: D.O.B:

Student signature: Date:

Student phone number:

Please note: RTOs are obliged to provide this confirmation in a timely manner, in accordance with RTO's responsibility under the *Standards for Registered Training Organisations (RTOs) 2015*.

Office use only

Verified by:.....Date:

Signature:Position:.....

Verified by: email (copy attached) phone QR Code (Screenshot copy attached)

If verified verbally, record the name and position of the person who provided the verification.

Name:.....Position: