

TSA Policy for National Recognition

What is national recognition?

Under the Vocational Education and Training Quality Framework, Registered Training Organisations (RTOs) must recognise qualifications and statements of attainment issued by other RTOs. This is termed 'National recognition'.

Why might I wish to seek national recognition?

You may wish to seek **national recognition** where one or more units that you have completed with another Registered Training Organisation (RTO) can contribute towards a qualification you are undertaking with Training Services Australia (TSA).

By having TSA recognise units that you have completed through another RTO, you may be able to get a reduction in the amount of training or assessment you need to complete to obtain your qualification.

What must I do to be granted national recognition?

Should you wish TSA to recognise units you have completed with another RTO you must:

- (a) Have been issued a **qualification** or **statement of attainment** by the other RTO.
- (b) Satisfy TSA that the qualification or statement of attainment is authentic. The preferred approach for doing this is outlined below:
 - Where the unit/s are listed on your USI Transcript.; give TSA permission to access your transcript through the USI Student Login at www.usi.gov.au.
 - Where the unit/s are not listed on your USI Transcript, provide a copy of your qualification (including the list of units achieved) or statement of attainment to TSA. We will complete a check of the credential with the issuing RTO.
 - Where the issuing RTO is no longer in operation and the VET Regulator is unable to verify your credential, you will need to show the original (including the list of units achieved) to a TSA staff member who will take a copy for TSA's records. Alternatively, you will need to supply TSA with a certified copy of the certificate or statement of attainment. Guidelines for providing a certified copy can be downloaded from the TSA website¹ or can be emailed to you upon request.

What will TSA do with the information provided/obtained?

We will make an electronic copy of your certificate, statement of attainment or USI Transcript for our records. We will also record on your student file, details of any units that we have recognised. These will automatically be credited to your qualification once all other qualification requirements are complete.

¹ <http://www.tsa-wa.com.au/tsa/files/policies/Certified-copies.pdf>