

OVERSEAS QUALIFICATION ASSESSMENT APPLICATION FORM

APPLICATION PURPOSE AND ELIGIBILITY TO APPLY

The Office of Tasmanian Assessment, Standards and Certification (TASC) can assess international qualifications to verify potential comparability to the Australian Qualifications Framework.

The assessment process is intended for general employment purposes and is only available to Australian citizens or *permanent* residents who currently reside in Tasmania.

For further information, and to confirm that TASC is the appropriate body to process your application, please refer to:

<https://internationaleducation.gov.au/services-and-resources/pages/qualifications-recognition.aspx>

Please complete this form if you wish to apply. Submission instructions can be found on page 5.

PERSONAL INFORMATION

Surname: _____

Given Name(s): _____

Date of Birth: _____ Gender: _____

Current Home Address: _____

Postcode: _____

Postal Address:
(if different from
(home address) _____
Postcode: _____

Email Address: _____

Contact Numbers: H: _____ W: _____ M: _____

Preferred Number: Home (H) Work (W) Mobile (M)

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INFORMATION TO SUPPORT YOUR APPLICATION

Country of Birth: _____

Passport: _____
(country of issue
and number)

Visa Details: Visa Type: _____ Visa Subclass: _____
(if applicable)

First Language: _____

Other Languages: _____

REASON FOR OVERSEAS QUALIFICATION ASSESSMENT:

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FIRST OVERSEAS QUALIFICATION DETAILS

Qualification Title: _____

Name: of Institution: _____

Country of Institution: _____

Study Commenced <i>(year and month)</i>	Study Concluded <i>(year and month)</i>	Full or Part Time Study <i>(please specify)</i>	Total Duration of Study <i>(in years and months)</i>

SECOND OVERSEAS QUALIFICATION DETAILS (only if applicable)

Qualification Title: _____

Name: of Institution: _____

Country of Institution: _____

Study Commenced <i>(year and month)</i>	Study Concluded <i>(year and month)</i>	Full or Part Time Study <i>(please specify)</i>	Total Duration of Study <i>(in years and months)</i>

Note: If you wish to have more international qualifications assessed, please provide the same details for the other qualifications on a separate piece of paper and attach it to your application.

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SUPPORTING EVIDENCE

You must provide **original** or [certified copies](#), as well as the English translation¹ of the documents listed below.

✓	Documentation Checklist
	Qualification / award (e.g. your degree, diploma or certificate)
	Transcript of academic record / statement of results ²
	Your previous post-secondary qualification(s)
	Evidence of your Australian residence status (e.g. passport and visa)
	Evidence of your current Tasmanian residential address
	Evidence of change of name, such as a marriage certificate (only if applicable)

A TASC officer may contact you to schedule an interview or request that you provide additional supporting evidence. If you are unable to attend an interview in Hobart, the officer will contact you to discuss how we can assess your overseas qualification.

¹ The Department of Home Affairs provides a free document translating service to **eligible** Australian citizens and migrants settling permanently in Australia. Some temporary / provisional visa holders may also be eligible for the service, depending on their visa type. Please visit the below website for more information.

<https://www.tisnational.gov.au/Non-English-speakers/Document-translations>

Please Note:

Documents translated must be by a National Accreditation Authority for Translators and Interpreters (NAATI) Level 3 translator. Visit the NAATI website (below) to search for a translator.

<https://www.naati.com.au/online-directory/>

² Please refer to the TASC webpage '[Recognising Your International Qualifications](#)' for the full details which must appear on a transcript of academic record or a statement of results.

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APPLICANT'S DECLARATION

I understand the information provided on this form and I declare that to the best of my knowledge, the information I have supplied on this form is correct and complete.

Applicant's Signature: _____ Date: _____

RETURNING YOUR APPLICATION

Please return your completed / signed Application Form, along with **all** of your supporting evidence (see page 4 for details) to one of the below:

TASC advises that applications are *usually* processed within 30 days, provided that all of the necessary evidence and documentation has been submitted.

Mail:	Delivery by Hand:	Email:
The Office of Tasmanian Assessment, Standards & Certification GPO Box 333 Hobart TAS 7001	The Office of Tasmanian Assessment, Standards & Certification Level 1, 114-116 Murray Street Hobart TAS 7001	The Office of Tasmanian Assessment, Standards & Certification recognition@tasc.tas.gov.au

Note: If you decide to hand deliver your application to us, our operating hours are 9am to 5pm AET, weekdays (excluding public holidays).