

# PRIORITY CERTIFICATE ISSUING FORM



## INSTRUCTIONS TO USE THIS FORM

To request a priority issue of an AIWT Certificate, please complete this form and ensure you provide accurate information.

**Processing Time:** Please allow up to 3 business days for processing your request.

**Priority Issue Fee:** \$100.00 plus 10% GST per application, payable on application.

Section A – Student Details	
AIWT Student ID Number	
Family Name:	Given Name:
Phone contact:	Email:
Address:	Suburb: Postcode:
Section B – Qualification Details	
Qualification Code & Name	
Expected Completion Date	
Trainer & Assessor Name	
Student Declaration	
<input type="checkbox"/> I declare that the information provided by me is true and correct. <input type="checkbox"/> I acknowledge that the provision of incorrect information or the withholding of relevant information relating to my application may delay the processing of my application. <input type="checkbox"/> If I am under 18 years of age, my legal guardian must sign this form.	
Student Signature: _____ Date: _____	
Legal Guardian Signature: _____ Date: _____	

OFFICE USE ONLY			
Assessment of Application			
Application form has been completed and submitted	Date:	Officer	Date
Application Fee Paid	Yes/ No		
Has Trainer & Assessor been advised of this request?	Yes/No		
Application uploaded in Axcelerate	Yes/ No		