

Request for Testamur and Statement of Attainment

Request for: Course Completion Letter Transcripts
 Course Completion Certificate Statement of Attainment

PERSONAL DETAILS

Student ID: _____

Given Name: _____

Family Name: _____

HOME ADDRESS

Street: _____

Suburb: _____

State: _____

Postcode: _____

CONTACTS

Phone No: _____

Mobile: _____

Email: _____

COURSE DETAILS

Course Name: _____

I will collect the document(s) from Rhodes College

Please mail me the document(s) to the above Home Address

Student Signature: _____

Date: _____

Processing time is 4 weeks. Documents will be available for collection on Fridays after 3 pm.

OFFICE USE ONLY

Date Received: _____

Received By: _____

Request Approved: Yes No

Date Processed: _____

PRISMS (eCOE) Updated: Yes No

Date Updated: _____

Correspondence sent to Student: Yes No

If Yes, Date Sent: _____

Documents Collected by Student: Yes No

If Yes, Student Initial : _____

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| Request for Testamur and Statement of Attainment | Version: 17.0 | Issue Date: 01 July 2025 | Review Date: 01 July 2026 |
| Managed By: VET Coordinator | Authorized By: CEO | | Page 1 of 1 |