

## Graduate Programs in Alcohol and Other Drug Studies

### Application for a Qualification

Application for a Qualification is to be used by students when applying to graduate from a postgraduate course from Turning Point Alcohol and Drug Centre. You must complete all the details below, sign and date the form and forward to Education and Training, Student Administration, 142 Gertrude Street, Fitzroy or post your application marked to the attention of Student Administration 54-62 Gertrude Street, Fitzroy 3065.

Name:	(Name as shown will appear on award)		
Student No:			
Postal Address:			
Telephone Home:		Business:	
Email:			
Qualification Details			
Course Code:			
Course Name:			
Date Completed:			
Student Signature:			

#### Office Use Only

Date Received:	
Date Processed:	
Graduation Date:	

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#### Receipt of lodgement

Your application for the \_\_\_\_\_ qualification has been received and will be processed. The Head of Education and Training must approve your application. Students will receive notification of their eligibility to graduate and a Statement of Completion. Qualifications are issued once yearly and students will be notified of a graduation ceremony.

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**Our staff are committed to respecting your confidentiality and preserving your privacy. We will keep your personal information secure and protected from unauthorised access or improper use, and we will only disclose information about you if it is authorised by you or mandated by law. All our services comply with the relevant information and privacy legislation**