

Credit Transfer and Recognition of Prior Learning Initial Application

Credit Transfer (CT)

Credit Transfer (CT) is the process of awarding credit for a unit or units of competency attained from another Registered Training Organisation (RTO) **which are the same as the unit or units of competency** in a Sydney Design School / Interior Design Online qualification.

Where this is the case, Sydney Design School will recognise the certification issued, once validated, and give credit to the applicant for that unit(s) of competency. **Please note it is only vocational competencies that will be recognised.**

Recognition of Prior Learning (RPL)

Recognition of prior learning is a method of assessment that enables candidates to have their current knowledge and skills formally recognised. Current knowledge and skills may have been acquired at work, non-formal and informal learning.

- / **Formal learning** refers to learning that takes place through a structured education program and can be linked to the attainment of an AQF qualification, statement of attainment or university degree.
- / **Non-formal learning** refers to learning that takes place through a structured program of instruction but does not lead to a qualification or statement of attainment (for example, short courses or professional development programs conducted internally in a business).
- / **Informal learning** refers to learning that results through work experience, hobby or leisure activities.

Fees

There is **no charge** for credit transfer of units already studied.

The cost for an RPL assessment is **\$495.00 (GST Inclusive)**.

The amount of CT and/or RPL units of competency that can be awarded cannot exceed 65% of the qualification you are enrolling in. For example, if you are enrolling in the Certificate IV in Interior Decoration (17 competencies), you cannot receive CT and/or RPL for more than 11 competencies.

What next?

Review the list of units and competencies in our courses listed in this document.

If you have previously studied a **vocational course**, you may find that some competencies map perfectly, which is Credit Transfer, and some have different codes and names which will mean that we will need to process those as an RPL application, or you may find that you will need to do a combination of both.

Complete the form on the following page and return it to info@sydneydesignschool.com.au with relevant documentation.

Name:	
Date of Birth:	
Phone Number:	
Email Address:	
Unique Student Identifier (USI): Applicable for students in Australia only	
I have attached the following proof of identity: (For example, driver's licence, passport)	
Course:	MSF40122 Certificate IV in Interior Decoration MSF50222 Diploma of Interior Design MSF60122 Advanced Diploma of Interior Design
Study mode: Please refer to our website for study mode availability for your desired course	On campus (Sydney Design School) Virtual Studio (Sydney Design School)
After reviewing the units of competency, I wish to apply for:	Credit Transfer (please complete the next section) Recognition of Prior Learning (a further application package will be sent to you – please proceed to page 3)

Credit Transfer

I have attached the following AQF certification documentation or other evidence: (Please list the document and issuing organisation)	
--	--

Verification of Documentation

Where Sydney Design School personnel are verifying student documentation:

1. The original documentation is sighted; or
2. AQF certification document is authenticated with the relevant issuing organisation; or
3. VET transcripts are verified through the USI portal; or
4. The documentation provided has been certified by a Justice of the Peace or equivalent.

The following Release of Information applies when Sydney Design School is required to contact the issuing organisation for the above verification.

Release of Information

I give consent for the education provider who has issued my attached AQF certification to release information regarding my study to Design Schools Australia trading as Sydney Design School. This is provided for the purpose of confirming the competencies were issued in accordance with the given certification.

I understand that all information is handled in accordance with Sydney Design School's Privacy Policy and relevant legislation.

Student Name:	
Student Signature:	
Date:	

Our Units of Competency

MSF40122 Certificate IV in Interior Decoration (VOC01 – VOC04)

MSF50222 Diploma of Interior Design (VOC01 – VOC11)

MSF60122 Advanced Diploma of Interior Design (VOC01 – VOC1)

VOC01: Design Foundations
/ CUAACD311 Produce drawings to communicate ideas
/ CUADES302 Explore and apply the creative design process to 2D forms
/ CUADES304 Source and apply design industry knowledge
/ MSFID4016 Design colour schemes for interior and exterior spaces
/ MSFID4019 Research interior decoration and design influences
VOC02: Space and Scale
/ CUAACD313 Produce technical drawings
/ MSFID4013 Design residential interior lighting
VOC03: Interior Schemes
/ CUADES303 Explore and apply the creative design process to 3D forms
/ CUADES413 Develop and extend design skills and practice
/ CUAAIL401 Develop and refine illustrative work
/ MSFGN4001 Research and meet ethical and compliance requirements
/ MSFID4015 Prepare materials and finishes boards for client presentation
/ MSFID4017 Research and recommend furniture and accessories
/ MSFID4021 Design soft furnishing solutions for interior spaces
VOC04: Residential Design and Decoration
/ CUADES411 Generate design solutions
/ CUADES512 Establish, negotiate, and refine a design brief
/ MSFID4012 Decorate residential interiors
VOC05: 2D Digital Foundations and Residential Construction
/ MSFID5025 Develop residential interior design project documentation
VOC06: Residential Design and Planning
/ CUAPPR514 Establish and maintain environmentally sustainable creative practice
/ MSFID5020 Design residential interiors
/ MSFID5021 Evaluate site structure and services for interior design briefs
VOC07: 3D Digital Foundations
/ CUAANM512 Create 3D digital environments
VOC08: Conceptual Exploration and Translation
/ BSBCRT512 Originate and develop concepts
/ MSFID5027 Research and recommend colour applications and finishes
VOC09: Commercial Environments
/ MSFID5024 Design workplace interiors
VOC10: Interior Joinery Detailing and Documentation
/ MSFID4014 Produce digital models and documentation for interior design projects
VOC11: Hospitality Environments
/ MSFID5022 Explore and apply creative design methodology to interior space

VOC12: Creative Intelligence and Research
/ CUADES612 Research global design trends
/ CPPBDN4109 Research architectural styles and movements
VOC13: Project Procurement and Coordination
/ CUADES611 Manage design realisation
VOC14: Revit and Commercial Construction
/ MSFID6011 Resolve complex spatial design problems through modelling
/ MSFID6020 Develop commercial interior design project documentation
VOC15: People, Connections and Destinations
/ CUAPPR612 Collaborate in professional creative projects
/ MSFID6013 Design interiors for hospitality environments
/ MSFID6018 Apply 3D visualisation techniques to represent interior designs
VOC16: Retail Roll Out
/ MSFID6010 Design commercial interior lighting
/ MSFID6014 Design for retail interiors
VOC17: Design Specialisation
/ MSFID6012 Design for large scale commercial interiors or institutional interiors
/ MSFID6019 Produce digital presentations for commercial projects

Version control

V9 14/07/2026