



APPLICANT DETAILS	
Applicant Full Name (as per legal identification)	Date of Birth
STAGE ONE: APPLICATION AND SELF-ASSESSMENT	
Documents required upon submission	The following has been reviewed and completed
1 <input type="checkbox"/> TRA Application Form	<input type="checkbox"/> All fields are completed by applicant <input type="checkbox"/> Signed & dated by applicant
2 <input type="checkbox"/> Information Release form	<input type="checkbox"/> Check boxes completed by applicant <input type="checkbox"/> Signed & dated by applicant
3 <input type="checkbox"/> Self-Assessment Questionnaire <i>*Pathway 1 ONLY</i>	<input type="checkbox"/> All fields are completed by applicant <input type="checkbox"/> Signed & dated by applicant
4 <input type="checkbox"/> Passport Biographical Identification Page	<input type="checkbox"/> Passport must be current <input type="checkbox"/> Scanned copy in colour
5 <input type="checkbox"/> Colour Passport Photo	<input type="checkbox"/> Must be less than six months old <input type="checkbox"/> File in JPEG format, high resolution
6 <input type="checkbox"/> Current CV/Resume	<input type="checkbox"/> Includes employment start and end dates <input type="checkbox"/> Includes type of employment e.g. full-time, part time or casual <input type="checkbox"/> Includes position title <input type="checkbox"/> Includes detailed responsibilities/tasks undertaken
7 If applicable, trade relevant: <input type="checkbox"/> Australian Qualification <i>* Pathway 2 MANDATORY</i> <input type="checkbox"/> International Qualification <input type="checkbox"/> Licences/Certificates	<input type="checkbox"/> Clear, legible scanned copy of all pages in colour <input type="checkbox"/> Academic Transcript/Record of Results showing all awarded units of competencies <input type="checkbox"/> English translation of the documents if necessary
8 <input type="checkbox"/> Assign Australian Trade Training College RTO:31399 permission to download USI transcripts <i>* Pathway 2 ONLY</i>	For more information please visit https://www.usi.gov.au/students/give-provider-access