



## Change of results request – VET

- An official request to change SACE results.
- To be submitted to the SACE Board by the principal or the principal's delegate by the due dates nominated in the [SACE calendars](#).
- Email the completed form to [askSACE@sa.gov.au](mailto:askSACE@sa.gov.au)

Contact school \_\_\_\_\_ SACE Board school number

Name of student \_\_\_\_\_

(BLOCK LETTERS) Family name \_\_\_\_\_ Given name(s) \_\_\_\_\_

SACE registration number

Registered training organisation (RTO) \_\_\_\_\_

RTO number

Name of qualification \_\_\_\_\_

Qualification/skill set code

Australian apprenticeship Yes  No  Please mark (x) the appropriate box.

VET unit of competency code	Name of VET unit of competency	Number of hours	Action	
			Result*	Delete

\* Result legend: P – pass (the student has been deemed competent by the RTO), non-graded; AP – academic pass; F – fail; O – observer status, not assessed; R – recognition of prior learning

Note: Use the table on page 2 of this form if more space is required.

Please provide details of the circumstances of each change of results request.

\_\_\_\_\_

**I verify that the changes requested are amendments required as a result of administrative errors, not as a result of reassessment of student work.**

Name of principal/delegate \_\_\_\_\_

Signature of principal/delegate \_\_\_\_\_ Date \_\_\_\_\_

SACE BOARD USE ONLY	Processed by	Date
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