

Trade Skills Assessment

Application and Pre-Assessment Check

Enquiries & Returns



9427 1050



tra@nmtafe.wa.edu.au

Use this checklist to ensure all required documentation is submitted before proceeding with your assessment.

Progression to the next stage of assessment is determined by the information and evidence provided in support of the application.

Applicants who proceed to the next stage and pay the relevant assessment fee despite gaps in their documentation risk having their application deemed unsuccessful and may not be eligible for a refund.

SECTION 1 - APPLICANT DETAILS				OFFICE USE ONLY
Please enter your name exactly as it appears on your identification documents. If you have only one name and it cannot be entered in the format below, enter your full name in the Surname field and select the "Single Name Only" checkbox.				
First Name				ID MATCH
Middle Name				
Surname/Family name	Single name only			
Are you or have you been known by any other surname	No Yes (please provide) <i>You may be required to provide change of name documentation please refer to the Evidence Checklist</i>			
Preferred Name				
Gender This is required for identification purposes and must match your official records	Male Female Other			ID MATCH
Date of Birth (dd/mm/yyyy)				ID MATCH
Contact Details				
Email				
Mobile				
Residential Address please provide the address where you usually reside. Applicants must be in WA for the Technical Skills portion of the assessment				
Street Number and Name				
Suburb/City				
Country & Postcode				
Postal Address If different from above				
Street Number and Name				
Suburb/City				
Country & Postcode				
SECTION 2 – PATHWAY INFORMATION				
Which Assessment pathway are you applying for?	Offshore Skills Assessment Pathway Temporary Skills Shortage Pathway Technical Skills Assessment Record (<i>Go to Section 4</i>)			
When does your current Visa Expire?				
Which Visa are you applying for in conjunction with this skills assessment?				VISA ID
SECTION 3 – IDENTIFICATION DOCUMENTS				
Passport Country				SAR
Passport Number		Expiry		
Your application must include clear copies (straight, not on an angle) of the following: 1. A legible colour copy of your Passport Biographical Data Page(s) 2. 1 x high resolution colour passport sized photograph of yourself that meets the photo size, and quality requirements refer to: Passport photos Australian Passport Office				PHOTO

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SECTION 4 – EMPLOYMENT AND TRAINING EVIDENCE

Current CV & Resume	Please provide a copy of your current CV demonstrating that you meet the requirements for assessment							FQ+4 NFQ+6
	Your evidence must demonstrate that you meet the minimum employment experience requirements for your nominated occupation.							
	Employment Experience	1 year	2 years	3 years	4 years	5 years	6 years	
	No formal training							
	With formal training*							
Your employment experience must include at least 12 months of employment in the nominated occupation within the last three years Please refer to the full Evidence Guide to see what full evidence must be provided in your Documentary Evidence Assessment to support claims.								

I confirm that I hold further supporting evidence to verify the information provided in relation to my employment history and qualifications for the next stage of assessment

SECTION 5 (OPTIONAL) - NOMINATION OF AGENT OR THIRD PARTY

Migration agency or organisation name		
Migration agent or representative name		
Email		
Mobile		
I authorise North Metropolitan TAFE to direct all correspondence relating to my application, including assessment outcome letters and qualifications, to my nominated migration agent or authorised representative. I also authorise North Metropolitan TAFE to communicate directly with my nominated migration agent or authorised representative regarding any matters related to my application.		

SECTION 6 – CONSENT AND DECLARATIONS

I have read and understood North Metropolitan TAFE's Privacy Notice and understand how my personal information will be collected, used and disclosed in relation to my Skills Assessment. I acknowledge that failure to provide the required information may impact or delay the outcome of my assessment, and I consent to the collection, use and disclosure of my personal information in accordance with this Privacy Notice.

I have read and understood North Metropolitan TAFE's [Complaints and Feedback](#) information and am aware of the options available to me should I wish to make a complaint or provide feedback.

I declare that the information I have provided is, to the best of my knowledge, true, complete and correct.

I understand the consequences of providing false, misleading or incomplete information, including the possibility of my skills assessment being cancelled.

I have accessed and read the [Trades Recognition Australia \(TRA\) Applicant Guidelines](#) and understand my rights and responsibilities as an applicant. *(not required for TSAR)*

I have accessed and read the Evidence Guide and understand the evidence requirements. I acknowledge that failure to provide the required evidence may delay or adversely affect the outcome of my application.

I have accessed and reviewed the [Fee schedule](#)

I have read and understood the [Trades Recognition Australia \(TRA\) Refund Policy](#). *(not required for TSAR)*

Applicants Signature		Date	
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