FORM

Request for a Re-issuance of Documentation

AusHealth® Work

If you attended an AusHealth Work nationally accredited training before 2020, you are able to request re-issuance of hard copy original documentation. For learners who completed training in or after 2020, all documentation is available in the VASTO student portal.

If you require re-issuance of documentation, fill in all sections clearly and carefully by writing in block letters. Return the completed form along with any supporting documentation by email to *training@aushealth.com.au* or in person to *Manager – Training and Education, AusHealth Work, 65 Hardy's Road Underdale SA 5032.* We will provide written acknowledgment by email within two (2) calendar days of receiving your form and issue your certificate within 30 calendar days.

For privacy reasons, you must provide the original or a certified copy of one of the following identification documents before any documentation can be re-issued.

Type of photo identification:

☐ Driver's licence; or

☐ Australian Passport; or

☐ Australian Birth Certificate;

or if the client (or past learner) does not have any of the above, the following will be accepted:

☐ Naturalisation Certificate (Australian Citizenship) and a Current Green Medicare Card.

How will you provide us with your identification?

☐ Certified copy emailed with this form; or

☐ Original brought into an office

Your Details			
Title:			
First Name:		**Surname:**	
Contact Number:		**Email:**	
Postal Address			
Year Training was Undertaken			

Billing Details			
Card type:	☐ Visa ☐ Mastercard		
Name on the Card:			
Card Number:	|___|___|___|___| |___|___|___|___| |___|___|___|___| |___|___|___|___|		
Expiry Date:	|___|___| |___|___|	**CVC:**	
Amount:	$25.00 (Includes GST)		
Invoice:	Would you like us to send you an invoice? ☐ Yes ☐ No Email address for invoice:		