



Trade Skills Recognition (TSR) form for Re-issue of Certificate of Proficiency

VT17 (January 2018) version 5.0

Personal details	
Family Name:	
Given Names:	Date of Birth:
Address:	
	Postcode:
Phone:	Email:
TSR Certificate details:	
<input type="checkbox"/> Certificate of Proficiency	
NB: Following the Apprenticeship & Traineeship Act 2001 (effective 1 January 2018) we do not reissue Craft Certificates. If you require evidence of a Craft Certificate being issued you may request an Extract of Record (https://www.training.nsw.gov.au/forms_documents/index.html).	
TSR Number (if known):	Date Certificate issued:
Name on Certificate:	
Vocation on Certificate:	
Signed:	Date:
How to submit this application	
<ol style="list-style-type: none">1. A fee of \$60 is payable with this application. Payment must be made by money order, EFTPOS or by cheque (payable to <i>NSW Department of Industry</i>). EFTPOS payments can be made via phone 1300 772 104 or +61 2 8267 7770 (international) (select Option 3 then Option 1).2. You must attach a Statutory Declaration outlining reasons for requesting re-issue of the certificate.3. If successful, the Certificate will be posted to the applicant at the above address.	
This application can be submitted in person, by mail or by email at the addresses below:	
In Person: Apprenticeships and Traineeships Unit Training Services NSW Level 12, 1 Oxford Street Darlinghurst NSW 2010	By Mail: Apprenticeships and Traineeships Unit Training Services NSW PO Box 960 Darlinghurst NSW 1300
By Email to: trade.skills@industry.nsw.gov.au	
Phone: 1300 772 104 or Intl: +61 2 8267 7770 (select Trade Skills Recognition)	
OFFICIAL USE ONLY	
Certificate No:	
Issued by:	Date: