



Australian Government



TAX PRACTITIONERS BOARD

STATEMENT OF ASSURANCE

Instructions: This document is for individuals who have completed a course in basic GST/BAS taxation principles through a process of recognition of prior learning (RPL) to demonstrate to the Tax Practitioners Board (TPB) that the course meets the TPB's RPL requirements. This form is to be completed by an appropriately qualified officer of the course provider.

I, _____

(INSERT FULL NAME AND JOB TITLE OF QUALIFIED OFFICER)

at _____

(INSERT COURSE PROVIDER)

certify that _____

(INSERT STUDENT'S FULL NAME)

has completed _____

(INSERT DETAILS OF STUDENT'S QUALIFICATION/AWARD)

with the above mentioned course provider, and all aspects of this course that have been completed through a process of recognition of prior learning (RPL) have been assessed formally and independently in accordance with the following methods as required by the TPB:

Please tick all applicable methods by which the RPL has been assessed:

Sit down challenge test conducted under independent supervision

Formal examination conducted under independent supervision
(Note: this does not include a 'take home exam')

Formal assessment conducted under independent supervision
(Note: this does not include a 'take home exam')

Another form of formal assessment conducted under independent supervision.
Please provide details of assessment below:

Name (Authorised officer)

Name of course provider

Date

Course provider number (eg, NARA number or CRICOS code number)

Privacy notice

The Office of the Australian Information Commissioner (www.oaic.gov.au) is Australia's national privacy regulator. The *Privacy Act 1988* protects the privacy of individuals and sets out Australian Privacy Principles (APPs) applicable to the collection, use and storage of personal information by Australian government agencies.

The Tax Practitioners Board (TPB) will use the information collected from you to assist in the assessment of the educational qualifications of the individual who has applied for registration under Part 2 of the *Tax Agent Services Act 2009* (TASA).

Section 60-15 of the TASA allows us to do anything incidental or conducive to the performance of its functions, which includes the collection of information in relation to an applicant's educational qualifications for the purposes of registration under the TASA.

The personal information collected will be used and stored in accordance with the APPs.

Where we are authorised or required by the TASA to do so, some of the information collected from you may be provided to:

- the individual applying for registration
- other government agencies, including the Australian Taxation Office (ATO).

Further information about our privacy practices is available in our privacy policy on our website www.tpb.gov.au

For any enquiries relating to our collection, use and storage of your information, including how to access and correct your information or to make a privacy complaint, please contact the TPB privacy officer at TPBLegalunit@tpb.gov.au