

# TERTIARY INSTITUTIONS SERVICE CENTRE

(Incorporated in Western Australia)

Level 1, 100 Royal Street, East Perth  
Western Australia 6004

Telephone (08) 9318 8000  
Facsimile (08) 9225 7050  
<http://www.tisc.edu.au/>

## APPLICATION FOR RECORD OF RESULTS

*Our goal is to provide records of results within four (4) working days of receiving a completed application form. TISC takes every effort to protect confidentiality of examination results.*

### INCLUDE THE FOLLOWING WITH YOUR APPLICATION

1. Proof of Identity ie copy of current driver's licence, current photo card or current passport.
2. Change of name documentation (if applicable) eg copy of marriage certificate, deed poll certificate.
3. Payment of \$38 (incl. GST) per document – see next page for payment by credit card.

**NOTE:** *If paying by credit card this completed form and copy of ID can be scanned and emailed to [past-results-request@tisc.edu.au](mailto:past-results-request@tisc.edu.au).*

### APPLICANT DETAILS

FAMILY NAME: \_\_\_\_\_

GIVEN NAMES: \_\_\_\_\_

FULL NAME AS IT  
WILL APPEAR ON  
ORIGINAL RECORD: \_\_\_\_\_

*Please leave blank if same as above. If different, also provide proof of name change.*

DATE OF BIRTH: \_\_\_\_\_ GENDER (M/F/X): \_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_

\_\_\_\_\_ POSTCODE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### RESULTS DOCUMENT(S) REQUIRE

	Year(s) of examination
<b>WA Year 12 - Universities' Admission Advice Letter</b> (from 1975 onwards) <i>(This shows your ATAR/TER/TES/aggregate, final scaled scores and eligibility to the four public universities in WA.)</i>	
<b>ATAA - Alternative Test for Adult Admission</b> (issued from 1980 - 1991)	
<b>STAT - Special Tertiary Admissions Test</b> (from 1992 onwards)	
<b>WAUFP/WAUPP – Western Australian Universities' Foundation/Preparatory Program Results Letter</b> (from 1996 onwards)	

See page 2

**IDENTIFYING DOCUMENT/S SUBMITTED** (please tick)

- Current Photographic ID ie Passport, Driver's Licence or Photo card
- IF APPLICABLE - Proof of name change eg Marriage Certificate

**DOCUMENT(S) COLLECTION/DELIVERY** (please tick)

- Please post to the address I have provided on this form
- I will collect from TISC office on or after \_\_\_\_\_
  - Proof of identification will be required when collecting the document(s).
  - It can take up to four working days to issue the document upon receipt of request.
  - If another person is to collect the document(s) on your behalf. Please complete:

I authorise \_\_\_\_\_ (Name) \_\_\_\_\_ (Date of birth)  
 to collect the document on my behalf.

\_\_\_\_\_  
 (Your signature)

- Email a copy also to \_\_\_\_\_

**METHOD OF PAYMENT**

Payment is only accepted in Australian dollars. Forms received without payment will be returned unprocessed.

- Cash/Eftpos (only available when lodging in person at our office)
- Cheque/Money Order (payable to TISC)
- Credit Card (see below)

Please charge my  Mastercard  Visacard

CARDHOLDER NAME (please print): \_\_\_\_\_

CARD NUMBER: \_\_\_ \_\_\_ \_\_\_ \_\_\_ / \_\_\_ \_\_\_ \_\_\_ \_\_\_ / \_\_\_ \_\_\_ \_\_\_ \_\_\_ / \_\_\_ \_\_\_ \_\_\_ \_\_\_ EXPIRY DATE: \_\_\_ \_\_\_ / \_\_\_ \_\_\_

with the amount of \$ \_\_\_\_\_ being for \_\_\_\_\_ result/s @ \$38 per copy.

SIGNATURE OF CARDHOLDER: \_\_\_\_\_ DATE: \_\_\_\_\_

**NOTE:** Should credit card payment be declined your form will be returned unprocessed. Also should you be using a non-Australian credit card, confirm with your bank that overseas transactions are acceptable before submission. If not acceptable, a bank draft in Australian Dollars would be required.

Office use only

Checked ID	CheckedManual	Photocopied	Posted/Collected
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