

Extension Request Application form

RIISS00041 – Implement Traffic Management Plan Skill Set

RIISS00044 – Traffic Controller Skill Set

Dear course participant,

In order to meet Roads & Maritime Services requirements and successfully obtain the qualifications for the above skill sets, you were required to submit your completed 3rd Party Supervisor Report and the corresponding workplace evidence to your Trainer & Assessor within 90 days of your final training date, with one live observation.

To receive an extension on your Statement of Completion certificates (SOC's), you will need to complete this application form demonstrating your eligibility and return it to your Trainer & Assessor for review.

Your Assessor will review your request and if approved, you may be granted an extension. The cost for an SOC extension is \$30 for one (1) or \$50 for two (2). Please complete the following:

Student Name				
Date of Birth				
Please select which course/s you require an SOC extension for	Traffic Controller (Blue)		Implement TCP's (Yellow)	
Original Training Date/s	Traffic Controller (Blue)		Implement TCP (Yellow)	
Application date for SOC extension/s				
What is the reason for not completing your qualification/s within 90 days?				
If your extension is approved, what is your strategy to complete the requirements?				

By completing and submitting this form, you agree to the following:

If granted approval on your extension request/s, there will be no additional extensions given.

Failure to return your completed 3rd Party Report with the corresponding evidence within the extension expiry date will result in re-training & full course fees.

Please return this form to your Training Provider via email; fax or in person.

ATP Checklist (Administration use only)

Approved:

Not Approved:

SOC extension number/s:

Implement TCP's SOC #

Traffic Controller SOC #

Approved by: