

EA Skill Assessment

Checklist

The documents listed below must be colour scans of the original documents.

1. Recent passport style photograph (35mm x 45mm)
2. Current passport
3. Academic degree certificate or if you are still waiting for your certificate than letter of completion
4. Complete academic transcript
5. Curriculum Vitae/Resume (must not be more than three pages)
6. IELTS Test Report Form or TOEFL iBT® or PTE result (if applicable)
 - i. IELTS can be general or academic
 - ii. Must be less than 2 years old
7. CDR documents
 - i. List of Continuing Professional Development (CPD)
 - ii. Three Career Episodes
 - iii. Summary Statement for the nominated category Official English language translations of above documents where applicable.

Other optional documents:

1. Documentary evidence of employment (for periods of 12 months or more, or if the employment provides a basis for a career episode/s). You must provide reference letter, that must fulfil following requirements:
 - i. You must be on a company letterhead (including name and location details)
 - ii. include the date of document,
 - iii. dates and duration of employment



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- iv. the name and position of author.
2. Registration certificate under the relevant licensing authority where applicable
(e.g. Philippine Regulations Commission)
3. Official Change of Name documents where applicable (e.g. gazette publication,
letter/certificate issued by registry)



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