



## Application for registration as a Veterinarian in New Zealand (Veterinarians Act 2005)

Level 11  
Kordia House  
109 Willis Street  
PO Box 10 563  
Wellington 6143  
New Zealand

Tel: +64 4 473 9600  
Fax: +64 4 473 8869  
E-mail: [registration@vetcouncil.org.nz](mailto:registration@vetcouncil.org.nz)  
[www.vetcouncil.org.nz](http://www.vetcouncil.org.nz)

**Only 2017 BVSc graduates of Massey University (or those who have completed the requirements for the award of a 2017 BVSc, Massey) should use this form.**

Other applicants must use the general registration application form available on [www.vetcouncil.org.nz](http://www.vetcouncil.org.nz) and on request from the Veterinary Council offices.

### Important notes

This application form is a legal document. Please print all answers clearly and **don't** use correction fluid or tape. You should cross out and initial any error.

We should be able to approve your registration within one week of receiving your application, provided:

- You've **completed this form in full** and sent us **the required documents and fees**; and
- you hold, or have met the requirements for the award of, a 2017 BVSc Massey.
- there are no issues relating to your fitness to practise as a veterinarian.

All applicants must complete the application carefully and honestly. If you provide false or misleading information your registration may be cancelled.

The information you give in this application is covered by a statutory declaration which must be declared in front of a person authorised to administer an oath for the purpose of statutory proceedings. Notaries Public and Justices of the Peace are listed in the Yellow Pages of the telephone directory and a list of other people eligible to certify documents is provided on page 5 of this document. The certification must state your full name, the date and include the stamp of the certifying officer and their signature. Certification should be directly on the copied document and not on any attached sheet.

We receive direct advice from Massey University about who is eligible to graduate, so you don't need to provide proof that you have completed your degree. However if you wish to have any other academic qualifications (e.g. BSc) listed in the Register of Veterinarians, you must supply evidence for this.

We prefer not to receive original documents as they require special care. All copies of your documents must be certified or notarised as true copies of the originals by the official who witnesses your statutory declaration. This person must also sight and certify a copy of the identification pages of your passport or New Zealand driver's license and certify the required photograph as a true likeness of you.

Please use the checklist at the back of this application to ensure you've enclosed the correct fees, all relevant documents and that you've **completed all sections**. Ensuring all documents are copied, certified correctly and enclosed with the application means that registration can occur quickly. We may return incomplete applications to you for completion.

### Please forward your completed application to:

The Registrar  
Veterinary Council of New Zealand  
P O Box 10563  
Wellington, New Zealand

**Please remove this cover page before  
submitting your application.**

# Registration application

(To be completed by 2017 BVSc graduates of Massey University)  
(Veterinarians Act 2005)

Attach here a  
passport  
sized photo  
certified on  
the reverse

## Complete all parts.

The information you give in this application is covered by the statutory declaration. Please complete the application carefully and honestly. If you provide false or misleading information your registration may be cancelled.

### 1. Name

Forenames or given names: .....

Family or last name: .....

Other names: .....

If names differ from those on your primary veterinary qualification, please tick a box to show the reason and provide documentary evidence of a name change.

Marriage  Deed poll  Common use

Other  (explain) .....

### 2. Identification (in addition to the required photograph above please attach a certified/notarised copy of the identification/photograph page/s of your passport or your NZ driver's license)

Birthplace: ..... Birth date (dd/mm/yyyy): .....

Gender: Male  Female

### 3. Contact details (where we can send mail to you. Note that veterinarians have a statutory obligation under Section 23(3)(a) of the Veterinarians Act 2005 to advise the Council of address changes within one month of the change)

Contact address: .....

.....

.....

..... Post code: .....

Phone (bus): ..... Phone (home): .....

Email: ..... Cell phone: .....

**4. Public register information** (your contact address, practice name, phone, fax and email details can only be included in the published online Register of Veterinarians if you agree).

Please tick either yes or no to all of these questions.

I agree to the following details being published in the online Register of Veterinarians:

Contact address:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Phone (home):	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Practice name:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Cell phone:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Phone (bus):	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>	Email:	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

**5. Previous registration application**

Have you previously applied for registration with the Veterinary Council of New Zealand or to sit any part of the New Zealand or Australian National Veterinary Examinations?

Yes  No

If yes, please give details of the date of your application, and your candidate number is applicable:

.....

**6. Qualifications - primary degree: BVSc, Massey, 2017**

**7. Additional qualifications** (if you wish to submit additional qualifications for approval for inclusion in the register please attach a certified copy of each qualification)

Name of qualification	Abbreviation	Year	University or college
.....	.....	.....	.....
.....	.....	.....	.....

**8. Name and address of the veterinary practice or organisation where you will be working** (if known)

Under the Veterinarians Act 2005 Section 23(3)(a) veterinarians are required to provide the name of their practice.

Name: .....

Address: .....  
.....

When do you intend to start practising in New Zealand? .....

## 9. Fitness for registration

Please tick yes or no to all of the questions below.

### a) Mental and physical condition

Have you ever been affected by a mental or physical condition with the potential to affect your fitness to practise? These include neurological, psychiatric or addictive (drugs or alcohol) conditions including physical deterioration due to injury, disease or degeneration.

Yes  No  If no, go to question b).

If yes, please provide full details of condition/s, duration of any treatment, hospital discharge report and name and contact details of treating health practitioner.

If yes, can the Council's Registrar contact your treating practitioner for further information?

Yes  If yes, please attach contact details No  If no, this may delay your registration application

### b) Convictions

Have you ever been convicted by any court in any overseas country or New Zealand of any offence punishable by imprisonment for a term of 3 months or longer?

Yes  No  If yes, please provide a certified copy of your conviction history.

### c) Conduct/character

Are you now (or have you ever been) the subject of an investigation by an employer or registration or professional body or educational institution or any other authority (e.g. racing authority) in respect of any matter that was or may be the subject of professional disciplinary proceedings?

Yes  No  If yes, please provide full details on a separate sheet. Include (if applicable) conditions on your registration/employment.

### d) Professional competence

Are you now (or have you ever been) the subject of a competence enquiry by an employer or registration body?

Yes  No

Have you now (or have you ever had) conditions on your registration or practising certificate or employment?

Yes  No

Have you ever had your employment or registration or practising certificate terminated or suspended?

Yes  No

If you have answered yes to any of these questions please provide full details on a separate sheet.

## 10. Payment advice

Attached is my cheque for \$494.00  or

Please charge: Visa  MasterCard

Name on card: .....

Card number: .....

Expiry date: .....

This fee covers the one off application fee of \$361.00 plus the annual practising fee (APC) to 31 March 2017 of \$133.00. If you want to practise from 1 April 2017, a further APC application & fee is due no later than 20 March 2017.

## 11. Statutory declaration

### a) Applicant to complete this section

I understand that under the Veterinarians Act 2005 my registration may be cancelled if I make a false or misleading representation or declaration or I was not entitled to be registered.

I agree to the Council obtaining further information from me or any person or organisation concerning this application and consent to the collection of such information by the Council or its agents.

I solemnly and sincerely declare that I am the person who is applying for registration as a veterinarian in New Zealand, that I am the person named in the attached documents, that the information I have given is true and correct and that I have read the Code of Professional Conduct available at [www.vetcouncil.org.nz](http://www.vetcouncil.org.nz) and agree to uphold it.

I make this solemn declaration conscientiously believing the same to be true, and by virtue of the Oaths and Declaration Act 1957 and in the presence of the person below who is authorised to administer oaths for the purpose of judicial proceedings.

Signed: ..... (applicant's signature)

Declared at ..... on this ..... day of ..... in the year of .....

### b) Notary Public, Commissioner of Oaths or anyone authorised in New Zealand to administer oaths under the Oaths and Declarations Act 1957 to complete this section

I certify that I have witnessed the applicant's above statutory declaration.

I certify that I have compared the photograph attached to this form and the photograph in

Passport No/NZ driver's license: ..... Issued by: .....  
(circle one)

with the applicant before me and that in my opinion both are a true and faithful likeness and I am satisfied that the applicant before me is the person to whom the identification relates. As such I have certified the photograph attached to this form as a true and faithful likeness of the person before me.

I have sighted the applicant's documentation and have certified the copies as true copies of the original documents.

Signed: ..... Date: .....  
(Notary Public, Commissioner of Oaths or any person authorised in New Zealand to administer oaths)

Please place stamp/seal below

Date: .....

Official title: .....  
(eg Notary Public, JP)

Name: .....

Address: .....

Phone No: .....

## Registration application fee

All those applying for registration must pay the one off registration application fee. This covers the costs of assessing your application.

Fee for Application for Registration: \$361.00

## Other requirements and fees

If you wish to practise in New Zealand before the start of the 2017/18 practising year on 1 April 2017 you must also hold a current annual practising certificate (APC). It is illegal to practise in New Zealand without being registered and holding a current APC. This registration application also acts as your application for an APC.

Fee for Annual Practising Certificate for Massey new graduates until 31 March 2017: \$133.00

Please note that if you want to practise after 31 March 2017, a further APC fee is due no later than 20 March 2017. You will receive an email to apply online for a practising certificate for the practising year commencing 1 April 2017 in mid January.

## Applicant's checklist

Please use the checklist below to ensure you have enclosed, or arranged for the provision of, all required documents and fees. **Incomplete applications may be returned you for completion.**

### Please include with this application:

- a passport size photograph notarised or certified on the back by a person authorised to do so
- certified/notarised copy of the identification/photograph page/s of your passport or drivers license
- one off registration application fee of NZ\$361.00 (to process your application)
- annual practising certificate fee of NZ\$133.00 (if you wish to practise prior to 1 April 2017)

### And if relevant:

- documentary evidence of name change
- certified/notarised copies of any additional qualifications
- details on any mental or physical condition or impairment
- conviction notice/s
- details of any professional disciplinary proceedings, competency enquiries, conditions on employment or registration and termination or suspension of registration or employment

**Important Note: You are not eligible to practise as a veterinarian in New Zealand until Council staff have confirmed that your application for provisional or full registration has been approved.**

Persons authorised to witness oaths and declarations under the Oaths and Declarations Act 1957 (for registration applications made within New Zealand)

- |  |  |
|--|--|
| • A barrister or solicitor of the High Court   | • A Justice of the Peace   |
| • A Registrar or Deputy Registrar of the High or District Court  | • A notary public  |
| • The Registrar or a Deputy Registrar of the Supreme Court   | • A Member of Parliament   |
| • The Registrar or a Deputy Registrar of the Court of Appeal   | • An employee of the Land Transport Safety Authority   |
| • Some other person authorised by law to administer an oath  | • An employee of the Public Trust  |
| • An officer in the service of the Crown, or of a local authority (Regional Council, City Council or District Council) who has been authorised by the Minister of Justice by notice in the Gazette | • A fellow of the former NZ Institute of Legal Executives who is employed by a practising barrister or solicitor of the High Court |