



## Application for registration as a Veterinarian in New Zealand

(Under Trans Tasman Mutual Recognition Act (TTMRA) 1997)

### Who should use this form?

Veterinarians who are registered in Australia can use this form to apply for registration in New Zealand under TTMRA. All other applicants must:

- use the general registration application form; or
  - (if they are new Massey graduates) use the Massey New Graduate Registration application form
- Both forms are available at [www.vetcouncil.org.nz](http://www.vetcouncil.org.nz) and on request from the Veterinary Council offices

### TTMRA provisions

The TTMRA 1997 recognises Australian and New Zealand registration standards as equivalent and enhances the freedom of registered professionals to work in either country.

Under TTMRA if you are registered as a veterinarian in any Australian state you are entitled, after applying to the Veterinary Council to be registered in the same occupation in New Zealand.

Trans-Tasman Mutual Recognition therefore provides an alternative avenue for obtaining registration in New Zealand. Applicants have the choice of applying for registration under the TTMRA or under the Veterinarians Act 2005.

### Application Process under TTMRA

You need to complete the following application form and send it with the required fees and documentation to the Veterinary Council.

Before approving your application and issuing a practising certificate the Veterinary Council must:

- be satisfied that you are currently registered to practise in the participating Australian jurisdiction/s in which you are already registered
- be satisfied that your original registration is not cancelled or suspended due to disciplinary action and that you are not the subject of any such action, or in any other way prohibited or restricted from practising
- be satisfied that you are not the subject of any disciplinary proceedings or any preliminary action that might lead to disciplinary proceedings
- be aware, if applicable, of any conditions imposed on your existing registration
- be authorised by you to make inquiries and exchange information with Australian registration authorities regarding your existing registration
- be satisfied that you meet minimum fitness and recency of practice requirements (refer to [www.vetcouncil.org.nz/pubs](http://www.vetcouncil.org.nz/pubs) for Policy on Recency of Practice and Gazette Notice on Minimum Standards for Practising)
- receive the current registration application and annual practising certificate fee.

These requirements are detailed in the registration application form.

Registration may be postponed or refused if all the documents and information detailed above is not provided.

We require you to arrange for a Letter of Good Standing to be sent directly to us from all Australian and other overseas jurisdictions you are registered with.

Under TTMRA the Council must make a decision within one month of receiving your application to:

- grant registration; or
- postpone registration; or

- grant registration subject to conditions necessary to achieve equivalence
- refuse registration if it decides that the occupation is not equivalent

Pending the grant or refusal of registration, you are deemed to be registered and are entitled to practise in New Zealand as a veterinarian. You must however hold an annual practising certificate. The registration application which follows also serves as your annual practising certificate application.

Deemed registration will continue until:

- substantive registration is granted; or
- registration has been refused

The Council may impose conditions on your deemed or substantive registration to replicate any conditions that apply to your Australian registration or to achieve equivalence with New Zealand practising requirements.

Substantive registration will generally be granted within one month of receiving your registration application. Your entitlement to registration in New Zealand will continue whether or not your registration in your original jurisdiction ceases. However the Council may suspend or terminate your registration if you have had your registration suspended or terminated in any Australian state or are otherwise prohibited from practising as a result of criminal, civil or disciplinary proceedings in any jurisdiction

You will be advised in writing of any decision to refuse, postpone or impose conditions on your registration. The advice will set out full reasons and advise you of your right to appeal against the decision. A decision to refuse registration on the grounds of lack of equivalence does not affect your deemed registration for two weeks after you have been notified of the decision.

#### **Important notes**

This application form is a legal document. Please print all answers clearly and **do not** use correction fluid or tape. Any error should be crossed out and initialled.

All applicants must complete the application carefully and honestly. Under TTMRA the Council may postpone or refuse the grant of registration if:

- any of the statements or information in your application are false or misleading; or
- any document or information provided in your application is false or misleading; or
- any document required has not been provided; or
- it determines that your veterinary registration in Australia is not equivalent to veterinary registration in New Zealand, and that equivalence cannot be achieved by the imposition of conditions
- your circumstances have changed since the date of your application

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. In Australia statutory declarations must be made before a Judge, a Commissioner of Oaths, a notary public, or a Justice of the Peace or any person authorised by the law of Australia to administer an oath there for the purposes of a judicial proceeding, or before a Commonwealth representative, or before a solicitor of the High Court. In New Zealand Notaries Public and Justices of the Peace are listed in the Yellow Pages of the telephone directory.. 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 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 and certify the required photograph as a true likeness of you.

Please use the checklist at the back of this application to ensure you have enclosed the correct fees, all relevant documents and that you have **completed all sections**. By ensuring all documents are copied, certified correctly and enclosed with the application the registration process can be undertaken quickly. Incomplete applications may be returned to you for completion.

**Please forward your completed application to:  
The Registrar  
Veterinary Council of New Zealand  
P O Box 11-842  
Wellington 6142, New Zealand**

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

# Registration application

(Under Trans Tasman Mutual Recognition Act (TTMRA) 1997)

Attach a certified passport sized photo here

## 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.

**Name**

Forenames or given names: .....

Family or last name: .....

Other names: .....

If names differ from those you are registered under in an Australian jurisdiction, please tick box to show the reason and provide documentary evidence of a name change.

Marriage                       Deed poll                       Common use

Other  (explain) .....

**Identification** (please attach a certified/notarised copy of the photograph and identification page/s of your passport)

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

Gender:    Male                       Female

**Contact details** (in the interim this need not be your current address but should be a contact address where we can send you mail. 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: .....

**Name and address of the veterinary clinic 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.

.....

Address: .....

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

**Public register information** (your contact address, practice name, phone, fax and email details can only be included in the published 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 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"/>

**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 National Veterinary Examination?

Yes  No

If yes, please give details of the date of your application and your registration number if applicable.

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**Qualifications**

Your first veterinary qualification (eg Bachelor of Veterinary Science)	Abbreviated name (eg BVSc)
.....	.....

Where you gained this qualification (eg University of Sydney)	Year of graduation
.....	.....

Please also provide the name and date of any licensing or registration examinations you passed to gain Australian registration (if applicable)	
.....	.....
(name of licensing or registration examination)	(date)

**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
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

**Current and previous registrations** (please provide details of current and previous registrations in Australia and any other countries and arrange for a letter of good standing to be sent directly to the Council from every registration body that you are currently registered with).

Country/state	Date registered	Registration status
.....	.....	.....
.....	.....	.....
.....	.....	.....

**Competence in English**

Is English your first language? Yes  No

If no, please indicate whether you were required to provide evidence of having passed an approved English test to the required level to gain registration in Australia and attach evidence.

.....

**Practice experience** (Please provide details for the last 5 years or attach an up to date CV)

Dates (from - to)	Area of practice (e.g. mixed, companion animals)	Employer or Practice Name	Full or Part Time
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....
.....	.....	.....	.....

**Fitness for registration**

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

**Mental and physical condition**

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

Yes  No

If yes, please provide full details on a separate sheet.

**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.

**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 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.

**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

Have you worked as a veterinarian during the last three years?

Yes  No  If no, please provide full details on your previous practice experience and what you have done to maintain or update your competence to practise.

Are you seeking to resume work in an area you have not practised for three or more years?

No  Yes  If yes, please provide full details on your previous practice experience and what you have done to maintain or update your competence to practise in this area

Are you seeking to work in an area you have never practised in?

No  Yes  If yes, please provide full details on what you have done, and propose doing, to upskill

**Payment advice**

Attached is my cheque for NZ\$ ..... , or;

Please charge: Visa  MasterCard

Name on card: .....

Card number: ..... Expiry date: .....

*(Ensure you complete s16 statutory declaration on the next page)*

**Statutory declaration**

**1. Applicant to complete this section**

I understand that under the Trans Tasman Mutual Recognition Act 1997 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 Amendment Act 2001 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 .....

**2. Notary Public, Commissioner of Oaths or anyone authorised in New Zealand to administer oaths under the Oaths and Declarations Amendment Act 2001 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: ..... Issued by: .....

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: .....

Email: .....



## Fees

@ 1 April 2017

Fee for Application for Registration: NZ\$361.00

If you wish to practise in New Zealand before the start of the next practising year on 1 April 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 those registering between April and June: NZ\$559.00  
(This covers the period to 31 March and is refundable if registration is not approved)

Fee for Annual Practising Certificate for those registering between July and September: NZ\$475.25  
(This covers the period to 31 March and is refundable if registration is not approved)

Fee for Annual Practising Certificate for those registering between October and December: NZ\$335.50  
(This covers the period to 31 March and is refundable if registration is not approved)

Fee for Annual Practising Certificate for those registering between January and March: NZ\$195.75  
(This covers the period to 31 March and is refundable if registration is not approved)

If you do not wish to practise in New Zealand until after the start of the next practising year on 1 April, we require you to pay a non practising fee to cover the costs of maintaining your name on the Register of Veterinarians

Non Practising Fee (covers the period to 31 March): NZ\$18.00  
(refundable if registration is not approved)

## Applicant's checklist

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

### Please include with this application:

- a passport size photograph notarised or certified by a person authorised to do so
- certified/notarised copy of the identification/photograph page/s of your passport
- one off registration application fee of NZ\$361.00 (to process your application)
- annual practising certificate fee of NZ\$559.00 or prorated fee as set out above (if you wish to practise in New Zealand prior to 1 April).
- non practising fee of \$18.00 (if you do not wish to practise in New Zealand until after 1 April.)

### And if relevant:

- certified evidence of any English tests you sat to gain registration in Australia
- 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
- details on upskilling undertaken if you have not practised during the last 3 years or are seeking to commence practising in an area you have never practised in or not practised for 3 years or more
- please arrange a letter of good standing to be sent directly to the Veterinary Council from **all** the Australian and other overseas registration bodies you are currently registered with