



Application for Provisional Registration (Final Year Students)



This form is used by students who are in their final semester of study in an accredited initial teacher education programme (ITEP) at an Australian University and are seeking Provisional Registration.

To be eligible for the grant of Provisional Registration you must:

- hold a teaching qualification from an accredited ITEP or one recognised by the Teacher Registration Board of Western Australia (TRBWA) as equivalent; and
- have the English language skills required for teachers in Western Australia; and
- be able to demonstrate that you meet the Professional Standards for Teachers in Western Australia at the Graduate Level; and
- have either taught or studied in the Australian or New Zealand teaching and educational context; and
- be a fit and proper person to be registered.

Personal details (please print clearly)



Have you previously applied for or held registration with the TRBWA (or WACOT)?			
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Registration number (if known): _____	
Title <input type="checkbox"/> Dr <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss Other _____			
Given name			
Middle name(s)			
Family name/surname			
Preferred name			
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other/unknown		Date of birth (dd/mm/yyyy) / /	
Other names by which I am or ever have been known including: <i>Alias (A), name change by Marriage (M) or previous name, changed by Change of Name Certificate by Department of Birth, Deaths and Marriages (P)</i> (please <input checked="" type="checkbox"/> beside each other name).			
If more room is required, list on a separate sheet. Please sign and send the sheet with this application form.			
Additional sheet included? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<input type="checkbox"/> A <input type="checkbox"/> M <input type="checkbox"/> P	(Family name/surname)	(Given name and other names)	
<input type="checkbox"/> A <input type="checkbox"/> M <input type="checkbox"/> P	(Family name/surname)	(Given name and other names)	
<input type="checkbox"/> A <input type="checkbox"/> M <input type="checkbox"/> P	(Family name/surname)	(Given name and other names)	
Address Information			
Current postal address (No/Street)			
Country	Suburb	State	Postcode
Contact Details			
Preferred contact number <input type="checkbox"/> Mobile or <input type="checkbox"/> Landline			
Mobile	Landline	Fax	
Preferred email (please print one character per box)			
Alternate email address (please print one character per box)			
PLEASE NOTE: The TRBWA will use this email address as your registered email address for contact purposes. During the application process it is your responsibility to inform the TRBWA of any changes to your contact details.			
Place of Birth			
Country of Birth	State	Suburb	



Other Information

Are you of Aboriginal and/or Torres Strait Islander descent? Yes No

Please provide details of your teaching experience in the table below.

Qualification requirement

In order to make an application for Provisional Registration, the qualification you are undertaking must be listed on the Australian Institute for Teaching and School Leadership (AITSL) web site as being an Australian accredited initial teacher education programme.

<http://www.aitsl.edu.au/initial-teacher-education/accredited-programs-list.html>

In order to facilitate faster processing of this application, please authorise your university to release your final academic transcripts to the TRBWA, or you may submit a **certified** copy of the final academic transcript to the TRBWA personally.

ITEP Qualification details

You must supply a copy of a current student record **clearly showing your name, the university and the course name.** (web print outs are acceptable)

Name of ITEP qualification	Name of institution	State or Territory	Full time length of course	Expected completion date
				/ /

Criminal record check consent

Your application requires an assessment by the TRBWA as to whether you are a fit and proper person, in accordance with section 24 of the *Teacher Registration Act 2012* (Act). Part of the assessment is undertaken with consideration of any criminal history you may have pursuant to section 24(c) of the Act.

In order for the TRBWA to conduct a National Police History check through the CrimTrac agency, you must provide the TRBWA with the CrimTrac National Police Checking Service Application/Consent Form, which is found on the TRBWA web site (<http://trb.wa.gov.au/CRIMTRAC-form>). Once you have completed, printed and signed the Consent Form, please forward it, together with 100 points of **certified** identification, to the TRBWA with the other supporting documentation.

I consent to the TRBWA completing a National Police History check and I will forward the completed and signed Consent Form to the TRBWA.

Signature _____ Date ____/____/____

It is an offence under the Act to provide a false or misleading statement.

Sign Here

Fit and proper questions



The <i>Teacher Registration Act 2012</i> requires the TRBWA to have regard to certain matters to determine that you are a fit and proper person to be registered. Therefore you are required to respond to the following questions (☑).	Yes	No
To the best of your knowledge, have you breached the <i>Teacher Registration Act 2012</i> or any laws in other Australian States and Territories and New Zealand that deal with the registration of teachers?	<input type="checkbox"/>	<input type="checkbox"/>
To the best of your knowledge have you engaged in any behaviour of the kind that does not satisfy a standard of behaviour generally expected of a teacher?	<input type="checkbox"/>	<input type="checkbox"/>
To the best of your knowledge have you engaged in any behaviour of the kind that shows that you are not of good character?	<input type="checkbox"/>	<input type="checkbox"/>
To the best of your knowledge have you contravened any order of the TRBWA, a disciplinary committee or the State Administrative Tribunal which has arisen under Part 5 of the <i>Teacher Registration Act 2012</i> which covers disciplinary and impairment matters?	<input type="checkbox"/>	<input type="checkbox"/>
To the best of your knowledge have you contravened any order of a disciplinary body or of a court or tribunal of another jurisdiction exercising jurisdiction or powers by way of appeal or review of an order of a disciplinary body that deals with the registration of teachers (however described)?	<input type="checkbox"/>	<input type="checkbox"/>

If you have answered YES to any of these questions, please provide full details in a sealed envelope addressed to the Director and marked Private and Confidential.



Western Australian Working with Children Check details

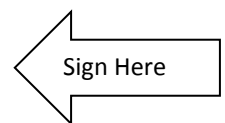


Current Working with Children Check (WWCC) Notice Number							
WWCC Expiry Date							

Department of Education Consent (recommended)

I consent to the TRBWA disclosing details of the national criminal record check relating to me, as provided by the CrimTrac Agency and the Australian police services, to the Western Australian Department of Education.

Signature _____ Date ____/____/____



Applicant's declaration



I, _____

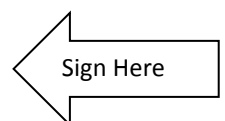
Full name

of _____

Address

sincerely declare that the information I have provided in this application is complete, true and correct.

Signature _____ Date ____/____/____



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Payment calculator

Calculation of fees payable:	Fee due
Application fee	\$125.00

Notes:

- Application fees are non-refundable.
- Applications will not be processed without full payment of the application fee.
- An annual fee for the current financial year is applicable if your application is successful. The TRBWA will send you an invoice for the annual fee.
- The TRBWA financial year is from 1 April to 31 March of the following year.
- The first year's annual fee depends on when registration is granted:
 - \$42.00 (October – March)
 - \$84.00 (April- September).
- Registration will be cancelled if the annual fee is not paid. This fee is due and payable when registration is granted.
- Annual fees can be paid up to and including the final year of the registration period.

How to certify a document

Photocopy the original document. Take the original document and the copy to the person authorised to certify documents in your state/country (Please refer to the TRBWA web site for a list of authorised persons).

The authorised person must make the following statement on every page of the document to be certified:

I certify this to be a true and accurate copy of the original document sighted by me on:	
Date:	_____
Signature	_____
Name	_____
Occupation:	_____

The authorised person's name and occupation should be clearly indicated.

Scanned documents, photocopies, copies of certified copies and certification on stickers are not acceptable. Pencil or black pen should not be used.

Lodging this application for registration

In person

The application form and payment of fees may be hand delivered to:

Teacher Registration Board of Western Australia
Unit 4, 398 Great Eastern Highway
ASCOT WA 6104

Office Hours: Mon to Fri 8.30am - 4.30pm

Information about the TRBWA office location is available on the TRBWA website:

<http://trb.wa.gov.au/about-us/contact-us/>

Via post

The application form together with the payment of fees may be mailed to:

Teacher Registration Board of Western Australia
PO Box 691
BELMONT WA 6984

To help ensure your application is received you may wish to consider using Registered Post.

To avoid unnecessary delays please check that your application is complete using the following checklist:

- I have provided no original supporting documents with my application, only copies.
- The copies I have provided of my supporting documents have been properly certified.
- I have completed a CrimTrac National Police Checking Service Application/Consent Form (as available from the TRBWA website <http://trb.wa.gov.au/CRIMTRAC-form>).
- I have enclosed with this application the National Police Checking Service Application/Consent Form.
- I have provided properly certified copies of sufficient identification documents required by the National Police Checking Service Application/Consent Form.
- I have used paper clips and not staples to attach all pages and documents required in this application.
- I have used the date format of DD/MM/YYYY only.
- I have provided evidence supporting any change of names reflected in my application (for example, a properly certified copy of my marriage certificate or official change of name certificate).
- I have provided no original supporting documents with my application, only copies.

Applicant's Payment Details

Applicant's full name: _____

Applicant's date of birth: / /
 Day Month Year

Payment of application fees will be made via:

- EFTPOS/Cash in person
- Cheque
- Money order/bank draft

Amount: \$

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Office use only

Voucher/Receipt # _____

Date processed: ____/____/____

Processed by: _____

If Declined: Error message: (Printout attached)