



Application for Non-Practising Registration (Not Intending to Teach)



This form is used by Full or Provisionally Registered teachers who wish to transition to Non-Practising Registration and do not intend to teach for a period of time.

To be eligible for Non-Practising Registration you must:

- hold Full or Provisional Registration; and
- be a fit and proper person to be registered; and
- not intend to teach for a period of time.

Once you have gained Non-Practising Registration, should you return to teaching, you will need to notify the Teacher Registration Board of Western Australia (TRBWA) within 14 days of teaching using the form available on the TRBWA web site. In this circumstance, the period of Non-Practising Registration expires after one year after the commencement of teaching. You will then have one year to gain Full or Provisional Registration prior to the Non-Practising Registration expiring.

Previously holding Full or Provisional Registration does not guarantee registration in your previous registration category. You will need to make an application and satisfy the requirements for Full or Provisional Registration in relation to qualification(s), Professional Standards and continue to be a fit and proper person to be registered.

Information on the TRBWA's requirements for qualification, Professional Standards and fit and proper requirements is available on the TRBWA web site.

Personal details (please print clearly)



Current registration number: _____			
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/Town/City	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/Town/City	



Other Information
Are you of Aboriginal and/or Torres Strait Islander descent? <input type="checkbox"/> Yes <input type="checkbox"/> No

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://www.trb.wa.gov.au/SiteCollectionDocuments/Crimtrac-Consent-Form.pdf>). 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 / /



Fit and proper questions

The <i>Teacher Registration Act 2012</i> requires the TRBWA to have regard to certain matters to determine that you continue to be 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 (if available)



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

Applicant's declaration



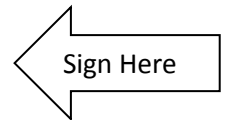
I, _____
Full name

of _____
Address

sincerely declare as follows:

1. That the information I have provided in this application is complete, true and correct.
2. I do not intend to teach for a period of time.

Signature _____ Date ____/____/____



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

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://www.trb.wa.gov.au/Pages/contactus.aspx>

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 the completeness of your application

Please check:

- 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://www.trb.wa.gov.au/SiteCollectionDocuments/Crimtrac-Consent-Form.pdf>).
- 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.