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Create an Ahpra portal account and complete your application

[Click here to apply online](#)

This PDF form will only be available for a limited time.

Applying online is easier, faster and more secure

Applying online also means you can

- track your progress as you complete each section of the application
- save as you go and lodge when it suits you
- check back in to see how assessment of your application is tracking.

For the best experience, please use a computer or laptop when applying online.

Keeping in contact

We will let you know about important information to do with your registration via your secure Ahpra portal.



Request to add or correct a qualification on the National Register

Profession: **Psychology**

Part 10 Division 3 of the Health Practitioner Regulation National Law (the National Law)

This form is for registered psychologists to request to:

- add a qualification to the National Register, or
- correct a qualification currently on the National Register.

There is an application fee to add each qualification to the National Register but no fee applies to correct a qualification already on the register.

Additional qualifications can be added to the National Register if:

- the qualification is an approved qualification for registration or endorsement in psychology (see www.psychologyboard.gov.au) (such as a Master of Psychology), and/or
- the qualification is a doctorate (DPsych, PhD, PsyD or DPhil), and
- an original transcript, testimony or certificate is provided to Ahpra from the university indicating the qualification has been successfully completed.



This application will not be considered unless it is complete and all supporting documentation has been provided.

Supporting documentation **must** be certified in accordance with the Australian Health Practitioner Regulation Agency (Ahpra) guidelines. For more information, see *Certifying documents* in the *Information and definitions* section of this form.

Privacy and confidentiality

The Board and Ahpra are committed to protecting your personal information in accordance with the *Privacy Act 1988* (Cth). The ways the Board and Ahpra may collect, use and disclose your information are set out in the collection statement relevant to this application, available at www.ahpra.gov.au/privacy.

By signing this form, you confirm that you have read the collection statement. Ahpra's privacy policy explains how you may access and seek correction of your personal information held by Ahpra and the Board, how to complain to Ahpra about a breach of your privacy and how your complaint will be dealt with. This policy can be accessed at www.ahpra.gov.au/privacy.

Completing this form

- Read and **complete all questions**.
- Ensure that **all pages** and required **attachments** are returned to Ahpra.
- Use a **black** or **blue** pen only.
- Print clearly in **BLOCK LETTERS**
- Place X in **all** applicable boxes: **X**
- **DO NOT send original documents.**
- The items marked with an asterisk (*) will appear on the public register.



Do not use staples or glue, or affix sticky notes to your application. Please ensure all supporting documents are on A4 size paper.

1. What are your personal details?



If you have ever been formally known by another name, or you are providing documents in another name, you **must** attach proof of your name change unless this has been previously provided to the Board.

Title*	MR <input type="checkbox"/>	MRS <input type="checkbox"/>	MISS <input type="checkbox"/>	MS <input type="checkbox"/>	DR <input type="checkbox"/>	OTHER <input type="text" value="SPECIFY"/>
Family name*	<input type="text"/>					
First given name*	<input type="text"/>					
Middle name(s)*	<input type="text"/>					
Date of birth	<input type="text" value="DD"/> / <input type="text" value="MM"/> / <input type="text" value="YYYY"/>					
Preferred email address	<input type="text"/>					

2. What is your registration number?

Registration number*	<input type="text" value="P S Y"/>					
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3. What is this request for?

- ☐ Correct a qualification currently on the National Register
Go to the next question
- ☐ Add a qualification to the National Register
Go to question 6

4. How does the incorrect qualification currently appear on the National Register?

Incorrect qualification	<input type="text"/>
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5. What are the correct details of the qualifications and/or examinations/assessments?

Correct qualification

Title of qualification*

Name of institution (University/College/Examining body)

Completion date*

 /

Country



You **must** arrange for your university to send directly to Ahpra your original academic transcript, testimony or certificate indicating that the qualification has been successfully completed.



Attach a separate sheet if all your qualification details do not fit in the space provided.

No payment is required to correct a qualification. Please return completed form to Ahpra.

6. What are the details of the qualifications and/or examinations/assessments that you wish to add to the National Register?

Additional qualification

Title of qualification*

Name of institution (University/College/Examining body)

Completion date*

 /

Country



You **must** arrange for your university to send directly to Ahpra your original academic transcript, testimony or certificate indicating that the qualification has been successfully completed.



Attach a separate sheet if all your qualification details do not fit in the space provided.

Amount payable:

Number of qualifications to add to the National Register:

x \$50

Total fee:

\$ INSERT FEE

Applicants **must** pay 100% of the stated fees at the time of submitting the application.

Please complete the credit/debit card payment slip below.



Do not email this form.

Please submit this completed form and supporting evidence using the Online Upload Service at www.ahpra.gov.au/registration/online-upload.

You may contact Ahpra on 1300 419 495

Credit/Debit card payment slip – please fill out

Amount payable

\$

Visa or Mastercard number

Expiry date

 /

CVV

Name on card

Cardholder's signature



SIGN HERE