Application for an area of practice endorsement
non-standard route
Profession: Psychology

This form is for generally registered psychologists to apply for endorsement of their registration in an approved area of practice who have not completed a Psychology Board of Australia (the Board) approved registrar program and meet the criteria for one of the following non-standard routes:

• were enrolled in an accredited doctorate on 30 June 2010 and have subsequently completed the doctorate, or
• completed an overseas qualification that has been assessed as equivalent to a six year accredited sequence of study in psychology in Australia, followed by a period of advanced supervised practice that is substantially equivalent to a Board approved registrar program.

There are no other non-standard pathways available. If you do not fit one of the above criteria you will need to complete an accredited Masters, Doctorate or combined degree followed by a Board-approved registrar program to qualify for an endorsement. Registration standards, codes and guidelines can be found at www.psychologyboard.gov.au

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.

Symbols in this form

Additional information
Provides specific information about a question or section of the form.

Attention
Highlights important information about the form.

Attach document(s) to this form
Processing cannot occur until all required documents are received.

Signature required
Requests appropriate parties to sign the form where indicated.

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: ☒
• DO NOT send original documents unless specified.

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

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.

SECTION A: Area of practice

1. Which area of practice endorsement are you applying for?

If you are applying for endorsement in more than one area of practice, you must complete a separate application form for each area.

Select only one of the approved area of practice endorsements

☐ Clinical neuropsychology
☐ Clinical psychology
☐ Counselling psychology
☐ Forensic psychology
☐ Organisational psychology
☐ Sport and exercise psychology
☐ Health psychology
☐ Community psychology
☐ Educational and developmental psychology
SECTION B: Personal details

The information items in this section of the application marked with an asterisk (*) will appear on the public register.

2. What is your name?

Title*  
- MR  
- MRS  
- MISS  
- MS  
- DR  
- OTHER | SPECIFY

First given name*

Middle name(s)*

Family name*

Previous names known by (e.g. maiden name)

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. For more information, see Change of name in the Information and definitions section of this form.

3. What are your birth details?

Date of birth  
- DDD / MMM / YYYY

Country of birth

4. Do you hold general registration with the Psychology Board of Australia?

YES

Registration number*

PSY

NO | STOP | You are not eligible for endorsement.

SECTION C: Contact information

5. What is your residential address?

If you are not currently practising, or are not practising the profession predominantly at one address:
- your residential address will be recognised as your principal place of practice, and
- the information items marked with an asterisk (*) will appear on the public register as your principal place of practice.

Refer to the question below for the definition of principal place of practice.

Residential address cannot be a PO Box.

Site/building and/or position/department (if applicable)

Address (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET)

City/Suburb/Town*

State or territory (e.g. VIC, ACT)/International province*  

Postcode/ZIP*

Country (if other than Australia)
6. Will the address of your principal place of practice be the same as your residential address?

Principal place of practice for a registered health practitioner is:

- the address at which you will predominantly practise the profession; or
- your principal place of residence, if you are not practising the profession or are not practising the profession predominantly at one address.

Principal place of practice cannot be a PO Box.

The information items marked with an asterisk (*) will appear on the public register.

**YES**  **NO**

Provide your Australian principal place of practice below

- Site/building and/or position/department (if applicable)
- Address (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET)
- City/Suburb/Town*
- State/Territory* (e.g. VIC, ACT)
- Postcode*

7. What is your mailing address?

- My residential address
- My principal place of practice
- Other *(Provide your mailing address below)*

- Site/building and/or position/department (if applicable)
- Address/PO Box (e.g. 123 JAMES AVENUE; or UNIT 1A, 30 JAMES STREET; or PO BOX 1234)
- City/Suburb/Town
- State or territory (e.g. VIC, ACT)/International province
- Postcode/ZIP

8. What are your contact details?

Provide your current contact details below – place an [✓] next to your preferred contact phone number.

- Business hours
- Mobile
- After hours
- Email
SECTION D: Eligibility requirements for endorsement and supporting documentation

Under the transition and equivalence arrangements, you must apply under only one of the eligibility criteria set out below:

- you were enrolled in an accredited doctorate on 30 June 2010, or
- you have completed an overseas qualification and subsequent supervised practice substantially equivalent to the requirements for endorsement in Australia.

9. On 30 June 2010 were you enrolled in an accredited Doctor of Psychology degree associated with an area of practice endorsement, and you have now completed and graduated from the degree?

   YES [ ]
   NO [ ] Go to the next question

Information and attachment required below – then go to question 11

Title of degree

Name of institution (University/College/Examining body)

You must arrange for your academic transcript, indicating that you have met all of the requirements of the accredited doctoral degree and you have graduated from the degree, to be sent directly by the issuing university to AHPRA in the state or territory where you lodge this application.

10. Have you completed an overseas qualification that has been assessed by the Board’s accreditation authority as equivalent to a six-year accredited sequence of study in psychology completed in Australia, followed by a period of supervised practice that is substantially equivalent to a Board approved registrar program?

   YES [ ]
   NO [ ]

Attachment required below – then go to question 11

You must attach:

- The assessment of your qualification(s) completed by the Board’s accreditation authority.
- Course handbooks from the educational institution where you undertook your qualifications. The handbooks must be in English or translated into English, and must set out in detail the course work, placements and research undertaken in the degree.
- Details of how your supervised practice undertaken after completing your qualification(s) is equivalent to a Board-approved registrar program. This should include:
  - the total hours of supervised psychological practice
  - the number of direct client contact hours
  - the amount of individual supervision received
  - the total amount of supervision received
  - the amount of relevant professional development undertaken
  - position descriptions setting out specific details of psychological practice undertaken, and
  - curriculum vitae(s) of supervisor(s)

Your application should be supported by supervision logs, supervisor reports and evidence of professional development attendance. Refer to the Board’s Guidelines on area of practice endorsements for further details regarding the requirements of the registrar program.

NO [ ]

You are not eligible for endorsement under this pathway.

11. Do you have the support of two generally registered psychologists who hold endorsement in the relevant area?

   YES [ ]
   NO [ ]

You must attach letters of support from two generally registered psychologists who hold endorsement in the relevant area (or equivalent for overseas trained applicants), asserting that they have direct knowledge of your practice and that you are suitable for endorsement.

NO [ ]

STOP You cannot apply for endorsement under these transition arrangements.
SECTION E: Obligations and consent

Before you sign and date this form, make sure that you have answered all of the relevant questions correctly and read the statements below. An incomplete form may delay processing and you may be asked to complete a new form. For more information, see the Information and definitions section of this form.

Obligations of registered health practitioners

The National Law pt 7 div 11 sub-div 3 establishes the legislative obligations of registered health practitioners. A contravention of these obligations, as detailed at points 1, 2, 4, 5, 6 or 8 below does not constitute an offence but may constitute behaviour for which health, conduct or performance action may be taken by the Board. Registered health practitioners are also obligated to meet the requirements of their Board as established in registration standards, codes and guidelines.

Continuing professional development

1. A registered health practitioner must undertake the continuing professional development required by an approved registration standard for the health profession in which the practitioner is registered.

Professional indemnity insurance arrangements

2. A registered health practitioner must not practise the health profession in which the practitioner is registered unless appropriate professional indemnity insurance arrangements are in force in relation to the practitioner’s practice of the profession.

3. A National Board may, at any time by written notice, require a registered health practitioner registered by the Board to give the Board evidence of the appropriate professional indemnity insurance arrangements that are in force in relation to the practitioner’s practice of the profession.

4. A registered health practitioner must not, without reasonable excuse, fail to comply with a written notice given to the practitioner under point 3 above.

Notice of certain events

5. A registered health practitioner must, within 7 days after becoming aware that a relevant event has occurred in relation to the practitioner, give the National Board that registered the practitioner written notice of the event. Relevant event means—

a) the practitioner is charged, whether in a participating jurisdiction or elsewhere, with an offence punishable by 12 months imprisonment or more; or

b) the practitioner is convicted of or the subject of a finding of guilt for an offence, whether in a participating jurisdiction or elsewhere, punishable by imprisonment; or

c) appropriate professional indemnity insurance arrangements are no longer in place in relation to the practitioner’s practice of the profession; or

d) the practitioner’s right to practise at a hospital or another facility at which health services are provided is withdrawn or restricted because of the practitioner’s conduct, professional performance or health; or

e) the practitioner’s billing privileges are withdrawn or restricted under the Human Services (Medicare) Act 1973 (Cth) because of the practitioner’s conduct, professional performance or health; or

f) the practitioner’s authority under a law of a State or Territory to administer, obtain, possess, prescribe, sell, supply or use a scheduled medicine or class of scheduled medicines is cancelled or restricted; or

a complaint is made about the practitioner to the following entities—

(i) the chief executive officer under the Human Services (Medicare) Act 1973 (Cth);

(ii) an entity performing functions under the Health Insurance Act 1973 (Cth); (iii) the Secretary within the meaning of the National Health Act 1953 (Cth); (iv) the Secretary to the Department in which the Migration Act 1958 (Cth) is administered; (v) another Commonwealth, State or Territory entity having functions relating to professional services provided by health practitioners or the regulation of health practitioners. (h) the practitioner’s registration under the law of another country that provides for the registration of health practitioners is suspended or cancelled or made subject to a condition or another restriction.

Change in principal place of practice, address or name

6. A registered health practitioner must, within 30 days of any of the following changes happening, give the National Board that registered the practitioner written notice of the change and any evidence providing proof of the change required by the Board—

a) a change in the practitioner’s principal place of practice; b) a change in the address provided by the registered health practitioner as the address the Board should use in corresponding with the practitioner; c) a change in the practitioner’s name.

Employer’s details

7. A National Board may, at any time by written notice given to a health practitioner registered by the Board, ask the practitioner to give the Board the following information—

a) information about whether the practitioner is employed by another entity; b) if the practitioner is employed by another entity—

(i) the name of the practitioner’s employer; and

(ii) the address and other contact details of the practitioner’s employer.

8. The registered health practitioner must not, without reasonable excuse, fail to comply with the notice.

Consent

I consent to the Board and AHPRA making enquiries of, and exchanging information with, the authorities of any Australian state or territory, or other country, regarding my practice as a health practitioner or otherwise regarding matters relevant to this application. I authorise the Board to obtain my criminal history in Australia and overseas.

I understand that:

• a complete criminal history, including resolved and unresolved charges, spent convictions, and findings of guilt for which no conviction was recorded, will be released to the Board, and

• information will be extracted from this form and used for the purpose of criminal history checking. This information may be used by Australian police services for law enforcement purposes including the investigation of any outstanding criminal offences.

I acknowledge that:

• the Board may validate documents provided in support of this application as evidence of my identity, and

• failure to complete all relevant sections of this application and to enclose all supporting documentation may result in this application not being accepted.

I undertake to comply with all relevant legislation and Board registration standards, codes and guidelines.

I confirm that I have read the privacy and confidentiality statement for this form. I declare that:

• the above statements, and the documents provided in support of this application, are true and correct, and

• I am the person named in the attached documents.

I make this declaration in the knowledge that a false statement is grounds for the Board to refuse registration.

I am aware that personal information that I provide may be given to a third party for regulatory purposes, consistent with the National Law.

Signature of applicant

Name of applicant

Date

Effective from: 10 September 2018 Page 5 of 7
SECTION F: Payment

You are required to pay an application fee.

**Application fee:**

$249

**Amount payable:**

$249

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

Refund rules

The application fee is non-refundable.

12. How are you paying your fees?

Payment by cheque, money order or bank draft must be in Australian currency, drawn on an Australian bank. A receipt will be provided.

Mark one box below only

- [ ] Visa or MasterCard
  
  Complete credit/debit card payment slip below

- [ ] Cheque/Money order/Bank draft

- [ ] Cash/EFTPOS
  
  (only available if paying in person)

You must attach cheque or money order payable to the Australian Health Practitioner Regulation Agency.

On the back of the cheque, money order or bank draft, you must write:

- your name, and
- your registration number.

Please post this form with payment and required attachments to:

AHPRA
GPO Box 9958
IN YOUR CAPITAL CITY (refer below)

Sydney NSW 2001  Canberra ACT 2601  Melbourne VIC 3001  Brisbane QLD 4001
Adelaide SA  5001  Perth WA 6001  Hobart TAS 7001  Darwin NT 0801

You may contact AHPRA on 1300 419 495 or you can lodge an enquiry at www.ahpra.gov.au

Credit/Debit card payment slip – please fill out

Amount payable

$249

Name on card

Cardholder’s signature

SIGN HERE

Visa or MasterCard number

Expiry date
## SECTION G: Checklist

### Additional documentation

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<th>Description</th>
<th>Attached</th>
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<td>Question 9</td>
<td>Your academic transcripts indicating that you have met all the requirements of the accredited doctoral degree has been requested from the relevant authority</td>
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### Payment

- Application fee

If paying by cheque/money order/bank draft, your name and registration number are written on the back

### Information and definitions

**CERTIFYING DOCUMENTS**

DO NOT send original documents unless specified.

Copies of documents provided in support of an application, or other purpose required by the National Law, must be certified as true copies of the original documents. Each and every certified document must:

- be in English. If original documents are not in English, you must provide a certified copy of the original document and translation in accordance with AHPRA guidelines, which are available at [www.ahpra.gov.au/registration/registration-process](http://www.ahpra.gov.au/registration/registration-process)
- be initialled on every page by the authorised officer. For a list of people authorised to certify documents, visit [www.ahpra.gov.au/certify](http://www.ahpra.gov.au/certify)
- be annotated on the last page as appropriate e.g. ‘I have sighted the original document and certify this to be a true copy of the original’ and signed by the authorised officer, and
- list the name, date of certification, and contact phone number, and position number (if relevant) and have the stamp or seal of the authorised officer (if relevant) applied.

Certified copies will only be accepted in hard copy by mail or in person (not by fax, email, etc). Photocopies of previously certified documents will not be accepted. For more information, AHPRA’s guidelines for certifying documents can be found online at [www.ahpra.gov.au/certify](http://www.ahpra.gov.au/certify)

### CHANGE OF NAME

You must provide evidence of a change of name if you have ever been formally known by another name(s) or any of the documentation you are providing in support of your application is in another name(s).

Evidence must be a certified copy of one of the following documents:

- Standard marriage certificate (ceremonial certificates will not be accepted)
- Deed poll
- Change of name certificate.

Faxed, scanned or emailed copies of certified documents will not be accepted.