FORM A: APPLICATION FOR TEACHER REGISTRATION IN THE NORTHERN TERRITORY

APPLICATION GUIDE

Click here to open the Guide for this form.
Or scan the QR code using your smart device.

1. PERSONAL DETAILS

Family Name				
Given Names				
Preferred Name (if applicable)				
All Previous Names including given and family names				
Title, e.g. Mr/Mrs/Ms/Miss/Mx/Dr		Male ☐	Female ☐	Other ☐

Date of Birth			
Place of Birth	Town	State	Country

Contact Details

Telephone		Telephone	Mobile
Email			

Residential Address

Street or PO Box				
Suburb		State	Country	Postcode

Postal Address

Street or PO Box				
Suburb		State	Country	Postcode

Have you applied for registration with the Teacher Registration Board of the Northern Territory previously? Your Registration No:	Yes ☐	No ☐

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

	**ATTACH** a **certified photocopy** of your **birth certificate** or **extract of birth certificate** indicating the name given to you at birth plus the place and date of your birth. A **baptismal certificate** is **not acceptable**.	
	**ATTACH** a **certified photocopy** of photo identification indicating your current name (e.g., **current passport**). If you do not have a current passport, then a current Australian driver's licence or other official licence or photo ID card.	
	If applicable, **ATTACH** certified photocopies of documentary evidence of all previous names and name changes if changed legally (officially). For example, **marriage certificate, decree nisi, deed poll, change of name document**.	
	If applicable, **ATTACH** an original Statutory Declaration of the name change and the date of the name change where not legally changed (i.e., all assumed names)	
	If applicable, **ATTACH a certified photocopy of official translation into English** of any identity documents not in the English language.	

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

2. (a) PAYMENT OPTIONS FOR APPLICANTS

(Applicants who have graduated from an initial teacher education program at either Charles Darwin University or the Batchelor Institute please refer to Section 2(b) of this form for payment options)

Please note the following:

- Registration is for a calendar year – 1 January to 31 December. There is no pro-rata rate for part year, except for applications received between October and December. People applying during these months will be granted registration for the remainder of that year and all the following year.
- All applicants for registration must pay the Initial Registration fee of $170 which is comprised of the registration fee for the applicant's first registration year ($111) plus the application processing fee ($59).
- Registration fees may be tax deductible depending on your circumstances. Ask your Tax Agent or the Australian Taxation Office.
- Payment may be made to cover a minimum one-year period to a maximum three-year period.
- Cheques and money orders must be made payable to the Teacher Registration Board of the Northern Territory.
- For applications lodged from overseas, payment must be in Australian dollars.
- Personal cheques are not recommended and, if submitted, will take longer to process.
- **Registration fees are non-refundable.**

Name of Applicant:	

Registration required for year(s): Please tick:	Oct 2026 - Dec 2027 1	2028 2	2029 3
Total	$170 ☐	$281 ☐	$392 ☐

Payment Total	$	for		years (please specify number of years)
(RTM 35R999 134131)				

Personal Cheque	☐	Bank Cheque	☐	Money Order	☐	VISA	☐	MasterCard	☐
Card Number									
Name of Card Holder				Card Expiry Date					
Signature				Date					

📎	**ATTACH** cheque or money order here if applicable.

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

2. (b) PAYMENT OPTIONS FOR GRADUATES FROM CHARLES DARWIN UNIVERSITY (CDU) AND THE BATCHELOR INSTITUTE (BI)

Please note the following:

- Registration is for a calendar year – 1 January to 31 December. There is no pro-rata rate for part year, except for applications received between October and December. People applying during these months will be granted registration for the remainder of that year and all the following year.
- All applicants for registration must pay the annual registration fee of $111 before your application can be processed.
- Graduates of an initial teacher education program from CDU and BI are exempt from the Initial Application Fee.
- Registration fees may be tax deductible depending on your circumstances. Ask your Tax Agent or the Australian Taxation Office.
- Payment may be made to cover a minimum one-year period to a maximum three-year period.
- Cheques and money orders must be made payable to the Teacher Registration Board of the Northern Territory.
- For applications lodged from overseas, payment must be in Australian dollars.
- Personal cheques are not recommended and, if submitted, will take longer to process.
- Registration fees are non-refundable.

This payment option is for applicants who have graduated from an initial teacher education program at either Charles Darwin University or Batchelor Institute only.

Name of Applicant:	

Registration required for year(s): Please tick:	Oct 2026 - Dec 2027	2028 2	2029 3
Total	$111 ☐	$222 ☐	$333 ☐

Payment Total	$	for		years (please specify number of years)
(RTM 35R999 134131)				

Personal Cheque	☐	Bank Cheque	☐	Money Order	☐	VISA	☐	MasterCard	☐
Card Number									
Name of Card Holder				Card Expiry Date					
Signature				Date					

📎	**ATTACH** cheque or money order here if applicable.

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

3. QUALIFICATIONS

Please enter your initial teaching qualification/s below [See next table for non-teaching qualifications].

Name of Qualification	Name of Institution	State or Country	Year Completed	Course Length (full-time equiv)

		No. of pages attached
	ATTACH a **certified photocopy** of your **final academic transcript/s** for all teaching qualifications. A final academic transcript includes a statement indicating the completion of the qualification. Please include final academic transcripts for all qualifications that make up your four years of Higher Education.	
	If applicable, **ATTACH** a **certified photocopy** of **translation into English** of any qualification documents not into English.	

Please complete the question below:

How many Supervised Practice Teaching days did you complete in a school as part of your teaching qualification?		Days

A minimum of 45 days practice teaching is required for registration.

NB: If you completed a teaching qualification that <u>has not</u> been accredited by the Board or another teacher registration authority in Australia or New Zealand, and your final academic transcript <u>does not</u> indicate how many supervised practice teaching days you completed as part of your qualification, you are required to provide written evidence from the higher education institution.

		No. of pages attached
	If applicable, **ATTACH evidence from the University of the number of supervised practice teaching days you completed in a school as part of your teaching qualification**. For example, an original official letter from the University on the university letterhead, or a copy of the relevant page of the University **handbook**, or the link to the relevant page of the University **website**	
	If applicable, **ATTACH a certified photocopy of official translation into English** of any University documents not in the English language.	

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

Have you completed any other tertiary qualifications, such as an undergraduate degree or postgraduate qualification? Yes ☐ No ☐

If **YES**, please provide details:

Name of Qualification	Name of Institution	State or Country	Year Completed	Course Length (full-time equiv)

		No. of pages attached
📎	If applicable, **ATTACH** a **certified photocopy** of your **final academic transcript/s**. Please include documents for all courses completed that validate your **four-year** teaching status.	
📎	If applicable, **ATTACH a certified copy** of **translation into English** of any qualification documents not in English.	

4. PROFESSIONAL EXPERIENCE AND CURRENCY OF PRACTICE

Do you have service in Australia or New Zealand as a teacher, Principal or performing other duties during the last five years?	Yes ☐	No ☐

If **NO**, go on to **next page**.
If **YES**, please provide details of relevant service completed in the past five years in **Table 1** below:

Position	School/Institution or Employing Authority	State or Country	Full-time or Hours Per Week	Dates From - To	Total No. of Days
				Total:	

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

Please indicate whether, in your opinion, you are eligible for Full Registration or Provisional Registration.

At least 100 days relevant full-time service (or the equivalent part-time service) in Australia or New Zealand in the past five years is required for Full Registration. Evidence of relevant service must be provided with your application in order to allow the Board to determine which category applies to you.

If your previous category of registration in the NT was provisional, then you are only eligible for provisional registration.

In my opinion, I am eligible for:	Full Registration ☐	Provisional Registration ☐

		No. of pages attached
	ATTACH certified evidence of **all relevant teaching service in Australia or New Zealand in the past five years** including **official records** or **statements of service** issued by your employer.	

Do you have *other service* as a teacher, Principal or performing other duties? For example, service over five years ago or service overseas?

No ☐ Yes ☐

If **NO**, go on to **Section 5**. If **YES**, please provide details in **Table 2** below**:**

Position	School/Institution or Employing Authority	State or Country	Full-time or Hours Per Week	Dates From - To

		No. of pages attached
	If applicable, **ATTACH a separate page** if more space is required – due to extensive teaching experience. Include all service completed over your entire teaching career.	
	If applicable, **ATTACH a Letter of Good Standing** from a relevant overseas teacher registration authority or your previous employer OR evidence of having applied for the Letter of Good Standing if you are unable to supply it when lodging your application and you anticipate delays. [See Section 4 of 'Guide to Completing Application Form A' for more information].	

If you have not recorded teaching service in the last five years (Table 1) the Board may request you to provide your current resume.

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

5. COMPETENCE TO TEACH

Please answer the following:

Have you graduated recently? [in the previous year or current year]	Yes	☐	No	☐
Are you currently certified as a Highly Accomplished or Lead Teacher? [if so, attach evidence as outlined below]	Yes	☐	No	☐
Are you applying for Provisional Registration because you have not completed 100 days of relevant teaching service in Australia or New Zealand in the past five years?	Yes	☐	No	☐
Are you applying for Provisional Registration because your previous category of registration in the NT was Provisional?	Yes	☐	No	☐

		No. of pages attached
📎	If applicable, **ATTACH** a **certified photocopy** of your Highly Accomplished or Lead Teacher certificate.	

If you answered **YES** to any of the above, you are not required to complete this section.
Please go on to **Section 6**.

If you answered **NO** to all of the above, the following section is to be completed by your current principal or his/her delegate, your former principal or their delegate, or line manager (who holds teacher registration) in Australia or New Zealand only. The person should be prepared to substantiate the reference if contacted.

Please refer to the Australian Professional Standards for Teachers on the next page for further information.

I, _____ _____

(Full name of Principal / Line Manager / Delegate) (Position held)

of _____ _____

(Name of school or work unit) (Location)

certify that I have supervised _____

(Full name of applicant)

between the dates / / and / /

being a period of ____ years and ___ months and that to the best of my knowledge, information and belief, they are able to teach in accordance with the *Australian Professional Standards for Teachers at the Proficient Career Stage*, being a document that I have read and understand. I understand that I may be contacted by the Teacher Registration Board or its delegates to verify this information.

Signature of Principal / Line Manager / Delegate		E-mail Address	
Date		Telephone (BH)	

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

Australian Professional Standards for Proficient Teachers

Professional Knowledge	**Know students and how they learn**	**1.1 Physical, social and intellectual development and characteristics of students** Use teaching strategies based on knowledge of students' physical, social and intellectual development and characteristics to improve student learning **1.2 Understand how students learn** Structure teaching programs using research and collegial advice about how students learn **1.3 Students with diverse linguistic, cultural, religious and socioeconomic backgrounds** Design and implement teaching strategies that are responsive to the learning strengths and needs of students from diverse linguistic, cultural, religious and socioeconomic backgrounds **1.4 Strategies for teaching Aboriginal and Torres Strait Islander students** Design and implement effective teaching strategies that are responsive to the local community and cultural setting, linguistic background and histories of Aboriginal and Torres Strait Islander students **1.5 Differentiate teaching to meet the specific learning needs of students across the full range of abilities** Develop teaching activities that incorporate differentiated strategies to meet the specific learning needs of students across the full range of abilities **1.6 Strategies to support full participation of students with disability** Design and implement teaching activities that support the participation and learning of students with disability and address relevant policy and legislative requirements
	Know the content and how to teach it	**2.1 Content and teaching strategies of the teaching area** Apply knowledge of the content and teaching strategies of the teaching area to develop engaging teaching activities **2.2 Content selection and organisation** Organise content into coherent, well-sequenced learning and teaching programs **2.3 Curriculum, assessment and reporting** Design and implement learning and teaching programs using knowledge of curriculum, assessment and reporting requirements. **2.4Understand and respect Aboriginal and Torres Strait Islander people to promote reconciliation between Indigenous and non-Indigenous Australians** Provide opportunities for students to develop understanding of and respect for Aboriginal and Torres Strait Islander histories, cultures and languages. **2.5 Literacy and numeracy strategies** Apply knowledge and understanding of effective teaching strategies to support students' literacy and numeracy achievement **2.6 Information and Communication Technology (ICT)** Use effective teaching strategies to integrate ICT into learning and teaching programs to make selected content relevant and meaningful
Professional Practice	**Plan for and implement effective teaching and learning**	**3.1 Establish challenging learning goals** Set explicit, challenging and achievable learning goals for all students **3.2 Plan, structure and sequence learning programs** Plan and implement well-structured learning and teaching programs or lesson sequences that engage students and promote learning **3.3 Use teaching strategies** **Select** and use relevant teaching strategies to develop knowledge, skills, problem solving and critical and creative thinking **3.4 Select and use resources** Select and/or create and use a range of resources, including ICT, to engage students in their learning **3.5 Use effective classroom communication** Use effective verbal and non-verbal communication strategies to support student understanding, participation, engagement and achievement **3.6 Evaluate and improve teaching programs** Evaluate personal teaching and learning programs using evidence, including feedback from students and student assessment data, to inform planning **3.7 Engage parents/ carers in the educative process** Plan for appropriate and contextually relevant opportunities for parents/ carers to be involved in their children's learning.
	Create and maintain supportive and safe learning environments	**4.1 Support student participation** Establish and implement inclusive and positive interactions to engage and support all students in classroom activities **4.2 Manage classroom activities** Establish and maintain orderly and workable routines to create an environment where student time is spent on learning tasks **4.3 Manage challenging behaviour** Manage challenging behaviour by establishing and negotiating clear expectations with students and address discipline issues promptly, fairly and respectfully **4.4 Maintain student safety** Ensure students' wellbeing and safety within school by implementing school and/ or system, curriculum and legislative requirements. **4.5 Use ICT safely, responsibly and ethically** Incorporate strategies to promote the safe, responsible and ethical use of ICT in learning and teaching
	Assess, provide feedback and report on student learning	**5.1 Assess student learning** Develop, select and use informal and formal, diagnostic, formative and summative assessment strategies to assess student learning **5.2 Provide feedback to students on their learning** Provide timely, effective and appropriate feedback to students about their achievement relative to their learning goals **5.3 Make consistent and comparable judgements** Understand and participate in assessment moderation activities to support consistent and comparable judgements of student learning **5.4 Interpret student data** Use student assessment data to analyse and evaluate student understanding of subject/content, identifying interventions and modifying teaching practice **5.5 Report on student achievement** Report clearly, accurately and respectfully to students and parents/carers about student achievement, making use of accurate and reliable record
Professional Engagement	**Engage in professional learning**	**6.1 Identify and plan professional learning needs** Use the Australian Professional Standards for Teachers and advice from colleagues to identify and plan professional learning needs **6.2 Engage in professional learning and improve practice** Participate in learning to update knowledge and practice, targeted to professional needs and school and/or system priorities. **6.3 Engage with colleagues and improve practice** Contribute to collegial discussions and apply constructive feedback from colleagues to improve professional knowledge and practice **6.4 Apply professional learning and improve student learning** Undertake professional learning programs designed to address identified student learning needs
	Engage professionally with colleagues, parents & carers and the community	**7.1 Meet professional ethics and responsibilities** Meet codes of ethics and conduct established by regulatory authorities, systems and schools **7.2 Comply with legislative, administrative and organisational requirements** Understand the implications of and comply with relevant legislative, administrative, organisational and professional requirements, policies and processes **7.3 Engage with the parents/carers** Establish and maintain respectful collaborative relationships with parents/ carers regarding their children's learning and wellbeing **7.4 Engage with professional teaching networks and broader communities** Participate in professional and community networks and forums to broaden knowledge and improve practice

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

6. ENGLISH LANGUAGE REQUIREMENT

Did you complete your **qualifications for registration** (being a total of four years of completed studies) in English in one of these countries: Australia, Canada, Ireland, New Zealand, the United Kingdom or United States of America?	Yes ☐	No ☐

If **YES**, go on to **Section 7**.

If **NO**, you must satisfy the Board that you are proficient in the English language.

The Board requires the results of an English language proficiency test completed in the last three (3) years.

You must undertake **one** of the following tests and achieve the relevant minimum required score prior to applying for teacher registration.

English Language Test	Minimum Required Score for Teacher Registration
International English Language Testing System (IELTS) - Academic Format	Overall band score of 7.5 across all four parts of the test provided there is: • No score below 7 in Reading and Writing • No score below 8 in Speaking and Listening
International Second Language Proficiency Ratings (ISLPR) – Professional Registration Test	A score of 4 or higher in each of the macro skills of Listening, Speaking, Reading and Writing.

Please indicate the score you achieved in each part and your Overall Band Score (if applicable):

Listening		Speaking		Reading		Writing		Overall	

	**ATTACH** a certified copy of your English language proficiency assessment

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

7. CRIMINAL HISTORY CHECKS – current

SAFE NT: WORKING WITH CHILDREN CLEARANCE / NATIONAL POLICE CHECK

All applicants must arrange for the Board to be provided with the results of a current National Police Check (NPC) and a current Northern Territory Working with Children Clearance (WWCC) also called an Ochre Card, conducted by SAFENT. (If you are an overseas applicant, please contact us to find out how to apply)

***A Current NPC means the issue date is not more than three months prior to the date when your application for teacher registration was lodged.**
A valid Northern Territory WWCC means it has not expired or been revoked or cancelled.

It is mandatory for teachers to hold a Northern Territory WWCC for both employment and for teacher registration as well as a NPC for teacher registration.

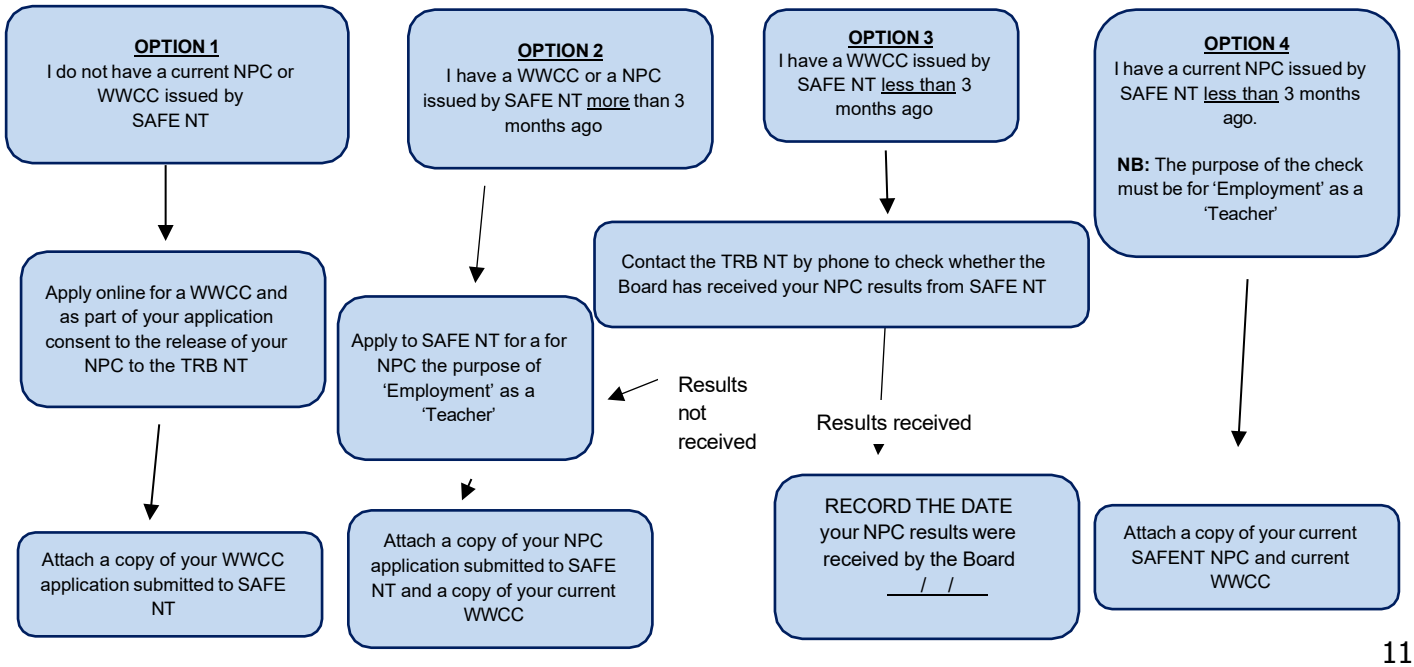
A NPC is conducted as part of the WWCC process therefore it is recommended that you provide permission to SAFE NT to release your NPC details to the Board when applying for your WWCC by:

- Online application – tick the box to ***'Notify the Teachers Registration Board'*** and confirm your consent
- Hard copy application – sign the ***'Teachers only'*** release under Section D

To apply go to the SAFE NT website

If you have a current WWCC or NPC conducted through SAFE NT that was issued **more than** three **months** prior to the date of lodging your teacher registration application, you must apply to SAFE NT for a new NPC. **The specified purpose of the NPC must be for 'Employment' as a 'Teacher'.** If the purpose of the check is not correctly specified the results will not be accepted for teacher registration in the Northern Territory. In this instance you would be required to reapply for a subsequent National Police Check to satisfy the Board's requirements.

Select the option applicable to you, complete the relevant action and attach the required information.



PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388
WEBSITE
www.trb.nt.gov.au
EMAIL
trbregistration@trb.nt.gov.au
POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

		No. of pages attached
	ATTACH a copy of your **WWCC application** or your **NPC application** or a **certified copy** of your **SAFE NT National Police Certificate**	

OVERSEAS CRIMINAL HISTORY CHECK

Since attaining the age of 18 years, have you lived overseas for 12 months or more in the last 10 years?	Yes ☐	No ☐

If **NO,** go on to Section 8.

If **YES,** you must complete the table below and provide a criminal history check from each jurisdiction in which you have lived for 12 months or more in the last 10 years.

Please click here to apply for an overseas criminal history check from overseas countries.
The Board receives the results from these checks directly from the provider.

Or

Please visit the **Department of Immigration and Citizenship** website for information on the process for sourcing the required criminal history checks from overseas countries:

Overseas countries in which I have lived for 12 months or more in the last 10 years since attaining the age of 18 years	**Period of Residence**	
	From	**To**

All overseas criminal history checks must cover the entire period of residence in the above listed countries.

		No. of pages attached
	ATTACH evidence of having applied for the relevant criminal history check/s (e.g., **photocopy of receipt** or **completed application form**). All documents must be in English or officially translated into English.	
	ATTACH a certified photocopy of the criminal history check/s results from any applicable overseas country. Applicants with police checks in a language other than English must supply certified photocopies of both the original [untranslated] document and official English translation.	

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

8. DECLARATIONS

1. Have you ever been refused registration, licensing, or classification as a teacher in Australia or in any other country?	Yes ☐	No ☐
2. Have you ever had your registration, licensing or classification as a teacher or any other entitlement to teach cancelled, disqualified, suspended, or withdrawn in any other country?	Yes ☐	No ☐
3. Are there, or have there ever been, any conditions imposed on your registration as a teacher, either in the Northern Territory or elsewhere?	Yes ☐	No ☐
4. Have you ever been dismissed, or have you resigned from a teaching position in Australia or in any other country following allegations by your employer of misconduct or incompetence?	Yes ☐	No ☐
5. In relation to your employment as a teacher in Australia or in any other country: are you currently, or have you ever been, the subject of disciplinary action (which involves formal notification e.g., a letter) either from an employer and/or from a teacher regulatory authority?	Yes ☐	No ☐
6. Have you **ever** been convicted or found guilty of **a notifiable** offence?	Yes ☐	No ☐
7. Have you **ever** been charged with **a notifiable** offence, whether or not you have been found guilty, or are there any charges in relation to any offence pending?	Yes ☐	No ☐

		No. of pages attached
	If you answered **Yes** to any of the above questions, please provide full details addressing the situation in support of your good character. This information may be placed in a sealed envelope marked 'Confidential' and addressed to the Director.	

A notifiable offence means:

a) An offence against a law in force in the Northern Territory if the penalty may be imposed on an individual for the offence includes imprisonment for a period of 12 months or more; or

b) An offence outside the Northern Territory if the penalty may be imposed on an individual for the offence includes imprisonment for a period of 12 months or more.

For information on Teacher notification obligations
visit: https://www.trb.nt.gov.au/teacher-notification- obligations

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

9. PERMISSION TO RELEASE INFORMATION

(a) I hereby authorise the Board or its delegates to make enquiries, to seek or to exchange information with any teacher registration authority/employer/relevant institution concerning my registration to teach or any other matter relating to my registration that arises under the *Teacher Registration (Northern Territory) Act 2004*. Such exchange of information would include the exchange of information pursuant to any reciprocal information sharing agreement made with any other teacher registration authority

(b) I give my permission, if relevant, for Batchelor Institute or Charles Darwin University to release my academic records to the Board.

(c) I acknowledge my name, registration number, category of registration and financial expiry date will be available to the public on the online Register of Teachers via the Board's website, once registered.

(d) I give permission for my de-identified individual registration information to be provided to the Australian Institute of Health and Welfare for the purposes of the Australian Teacher Workforce Data Strategy.

Name of Applicant		Signature of Applicant		Date / /

10. STATUTORY DECLARATION - to be witnessed by a person over the age of 18 years

I, _____
(Full name of applicant)

of _____
(Full address of applicant)

Do solemnly and sincerely declare that I have completed and read this application for Teacher Registration in the Northern Territory and I conscientiously believe that the information I have provided and the documents I have submitted are true in every particular. I make this solemn declaration by virtue of the Oaths, Affidavits and Declarations Act 2010Act acknowledging that a person wilfully making a false statement in a statutory declaration is liable to a penalty.

Declared by _____ at _____
(Signature of Applicant) (Town/Place)

this _____ day of _____ , _____
(Day of month) (Month) (Year)

before me _____
(Full name of witness)

_____ _____
(Signature of witness) (Phone)

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

11. AUSTRALIAN CITIZENSHIP / RESIDENCY / WORK VISA

Answering questions in Section 11 is optional. Information is for statistical purposes only.

Are you an Australian citizen?	Yes	☐	No	☐
Do you identify as being of Aboriginal or Torres Strait Islander descent?	Yes	☐	No	☐
If you are **not an Australian citizen:**				
Are you a New Zealand citizen?	Yes	☐	No	☐
Do you hold permanent resident status in Australia?	Yes	☐	No	☐
Do you hold a visa to work in Australia?	Yes	☐	No	☐

12. CURRENT OR EXPECTED SCHOOL APPOINTMENT IN THE NT

Have you been offered a teaching appointment in the Northern Territory?	Yes	☐	No	☐

If **NO**, go on to the **Checklist** on the following page.

If **YES**, please provide the name of where you will be teaching.

Name of School/Institution					
Commencement date					
Full-time	☐	Part-time	☐	Relief	☐
Nature of appointment if not classroom teacher					

Interim Certificate of Registration

An **Interim Certificate of Registration** is a document issued to the teacher that will allow you to teach up until the next Board meeting without being in breach of the Act.

If you require an Interim Certificate of Registration, prior to your registration being granted by the Board, please indicate here.	Yes	☐	No	☐

Please note: You are not permitted to commence teaching until registration has been granted at a Board meeting or you have been issued with an Interim Certificate of Registration.

HOW TO HAVE A DOCUMENT CERTIFIED

Only photocopies of documents certified as true copies by a **Justice of the Peace**, **Commissioner for Oaths**, **NT Police Officers**, **Public Notary**, or **staff at the office of the Board** are accepted.

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

They must check the original and the copy to see that the original has not been altered and that the copy is an exact copy and then must make the following written statement on every page:

- 'This is a true copy of the original document sighted by me'
- Sign and date the copy
- Print their address, phone number, profession, and position
- Stamp with official stamp if the organisation has one
- Include JP number if applicable

Your application will not be processed unless copies of all documents are correctly certified.

This is your checklist – please use it to ensure you have completed all sections of your application form, but do not include it with your application.

Have you completed the form in full?	☐
Has your Principal completed Section 5?	☐
Have you completed the Criminal History Check section and applied for the required Criminal History Checks and Northern Territory WWCC? (Section 7)	☐
Have you completed the Declarations? (Section 8)	☐
Have you signed the Permission to Release Information statement? (Section 9)	☐
Did you sign the Statutory Declaration before a witness aged 18 or over? (Section 10)	☐
Have you attached:	
– documentary evidence of your birth name, date and place of birth?	☐
– photo identification indicating your current name?	☐
– documentary evidence of all previous names and name changes?	☐
– documentary evidence of all final academic transcripts as required?	☐
– documentary evidence of teaching service and good standing (if applicable)?	☐
– recent English language proficiency assessment results (if applicable)?	☐
– overseas Criminal History Check (if applicable)?	☐
– evidence of having applied for a current SAFE NT NPC/ WWCC?	☐
– letter to the Director (if applicable)?	☐
– translation of all documents into English (if applicable)?	☐
Have you had these documents certified as accurate copies of the originals, on every page, by an authorised person? See Page 10 of Information Guide for details.	☐
Have all the required signatures been signed in pen – **electronic signatures are not accepted**	☐
Have you included the teacher registration fee payment?	☐

Please do not submit your application until all sections of the form have been completed and all required documents are attached.

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801

Lodging Your Application:

Your application and payment may be mailed to:	Or you may lodge your application in person to:
Teacher Registration Board of the Northern Territory	
GPO Box 1675 Darwin NT 0801	Level 3, 22 Harry Chan Avenue, Darwin 0800

We are unable to accept applications lodged by e-mail.

DISCLAIMER

The information on this form is subject to change without notice. All care has been taken to ensure that the information on this form is correct. No responsibility will be accepted or taken by the Board for information that may have changed since the time of printing. Up-to-date information and forms are available from the Board's office or website.

PHONE
1800 110 302 (Toll free)
+ 61 08 8944 9388

WEBSITE
www.trb.nt.gov.au

EMAIL
trbregistration@trb.nt.gov.au

POSTAL ADDRESS
GPO Box 1675
DARWIN, NT 0801