

Graduating soon? Webinar Q&A

[Applying for registration:](#)

Can we apply before the 12 week/3 month period?

No.

Applications are currently open and can be made online up to 12 weeks before you complete all course requirements, including any placements. If there is a delay with Ahpra receiving the graduation information from your education provider, please contact Ahpra and we will organise for your application to remain open and not be withdrawn. Upon contact with Ahpra, you may be required to provide evidence from your education provider as to when the graduate information will be sent through to Ahpra.

Is it too early to apply now (in September) if I finish in May next year?

Yes, now is too early. You should speak to your education provider to see when your results will be finalised and you may apply 12 weeks prior to that

I have finished all the coursework already for OT, however I don't graduate until February 2023. How do I know when I'm within 3 months of completing the course?

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Could you please explain protected title? E.g. Mr/ Ms, Dr, OT, etc.

In the Health Practitioner Regulation National Law, as in force in each state and territory (the National Law), there are specific titles which are referred to as 'protected titles'.

This means that only those people who are registered in a particular profession can use the titles associated with that profession.

The protected title for occupational therapy is 'occupational therapist'.

For further information, the Board has [published FAQs](#).

If I plan on working in the UK on a two year visa as an occupational therapist, how will this affect my registration?

You are not required to register in Australia if you are planning to practice overseas. However, you may elect to register in Australia while practising overseas. In this case, you must meet all registration standards (except for the Professional Indemnity Insurance standard). Practice as an occupational therapist in other countries may count towards your recency of practice requirement when returning to practice in Australia.

I am going to graduate this year, however I'm going to take a gap year to travel next year. Does this affect my recency requirement, as I will be travelling and will hardly be working or won't be working at all?

To meet this recency of practice registration standard you must complete a minimum of:

- 750 hours of practice in the previous five years
- 450 hours practice in the previous three years, or
- 150 hours of practice in the previous 12 months

In the circumstances described, you may wish to delay applying for registration until after you return from your gap year and apply as a [deferred graduate](#). If you lodge a complete application for registration within two years of completing an approved program of study, the recency of practice registration standard will not apply.

If we have already submitted our application for registration prior to graduation and the certification is not satisfactory, when will Ahpra contact people to redo this?

if something is missing from your application you will be contacted within 7-14 days

Declarations:

Do we have to declare driving offences, parking fines, and public transport offences?

In your application you must tell us about your criminal history.

In this application criminal history includes:

- Any charges filed against a person which have not been heard or finalised, and
- Every plea of guilty or finding of guilt by a court for an offence, whether or not a conviction is recorded for the offence, and
- Every conviction of a person for an offence.

There are different requirements in each State and Territory for what type of offence are criminal offences. For example, you must let us know if:

- You've been convicted for unpaid parking fines in Western Australia, or
- You've received a speeding or parking fine in Tasmania.

To ensure you satisfy your disclosure obligations, you should disclose any potential criminal history in your application for registration.

You need to supply a complete criminal history with your application irrespective of the time that has elapsed since the charge was laid or any finding of guilt or a conviction was made. This is because under the National Law, spent convictions legislation does not apply to the criminal history disclosure requirements.

An Australian criminal history check will be completed by us as part of processing your application – the cost is covered in your application fee. Your application may be delayed if you do not declare your criminal history in your application and a criminal history is found during the screening process.

If you are still unclear on your obligations, please consider seeking independent legal advice.

How will lower offences such as speeding affect the Ahpra application?

Each case is decided on its merits and relevance to practise.

I have a prior "no conviction" charge from when I was 18, due to it not being recorded as a criminal conviction. Is this something that I need to report?

Yes. Criminal history includes:

- Every charge made against the person for an offence
- Every plea of guilty or finding of guilt by a court for an offence, **whether or not a conviction is recorded for the offence**, and
- Every conviction of a person for an offence.

To ensure you satisfy your disclosure obligations, you should disclose any potential criminal history in your application for registration.

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If you are still unclear on your obligations, please consider seeking independent legal advice.

Do we need to declare mental health impairments?

You need to tell us about any impairments **that detrimentally impact or are likely to detrimentally impact** your ability to practise.

Impairment means any physical or mental impairment, disability, condition or disorder (including substance abuse or dependence).

Having an impairment will not necessarily prevent you from practising. However, we need to know what you are doing to manage any impairment. We may require current documentation about your diagnosis and/or treatment plan and a statement regarding your current fitness to practise from your treating health practitioner.

It's important that you provide all details of any impairments and how you are managing them when you submit your application. Assessment of your application may be delayed if we need to contact you for further information.

How do you find a PII provider if you're working in private practice/requiring insurance?

You should discuss whether you are covered by your employer with your employer. You can make enquiries through your professional association about insurers.

Documentation:

Do we need to scan the documents in colour, or is black and white fine?

Please scan your documents in colour. We need to be able to clearly see your proof of identity documents.

Are documents required to be signed off by a Justice of the Peace prior to uploading them onto the system?

All proof of identity documents need to be correctly certified by an Authorised Officer as per [Ahpra's certification guidelines](#). A JP is an Authorised Officer.

What if my documents are not certified with the wording required by Ahpra

The exact certification wording must be written or stamped on the document. If your authorised officer is unable to certify your document in accordance with our requirements, you'll need to review the list of authorised officers.

There are a range of authorised officers who can certify documents for you, and the list includes Justices of the Peace. Please view our [Certifying documents: instructions for applicants and authorised officers](#) to see the full list of authorised officers.

Some registered health practitioners (including registered occupational therapists) can certify documents.

English skills:

If I am still waiting for my English test result, can I start the application or I will need to wait my English test result prior the application?

All applicants are required to meet the Board's English language skills registration standard at the time they make their application for registration.

Do I need to provide evidence to support choosing the combined pathway?

Yes. If you wish to meet the English language skills registration standard through either of the four pathways, evidence to support your application is required.

Further information is available on the [Board's website](#).

Do I need to provide education evidence of primary school and secondary school? I graduated high school 1997 and doubt I would have that record

You will be asked to complete the details of your education in a table in the application form

(ENDS)