

Step-by-step guide: I don't hold registration, my qualification portfolio has been assessed, I can apply for general registration

Use this guide if you

- are applying for general registration with no previous registration
- qualification portfolio has been assessed and is a substantially equivalent qualification, or based on similar competencies, to an approved qualification

About this step-by-step guide

Use this step-by-step guide to answer the initial questions in the online form. This will help us find the right application form for you.

Before you start, **check** you're on the right path. You can do this on the [Occupational Therapy Board website](#).

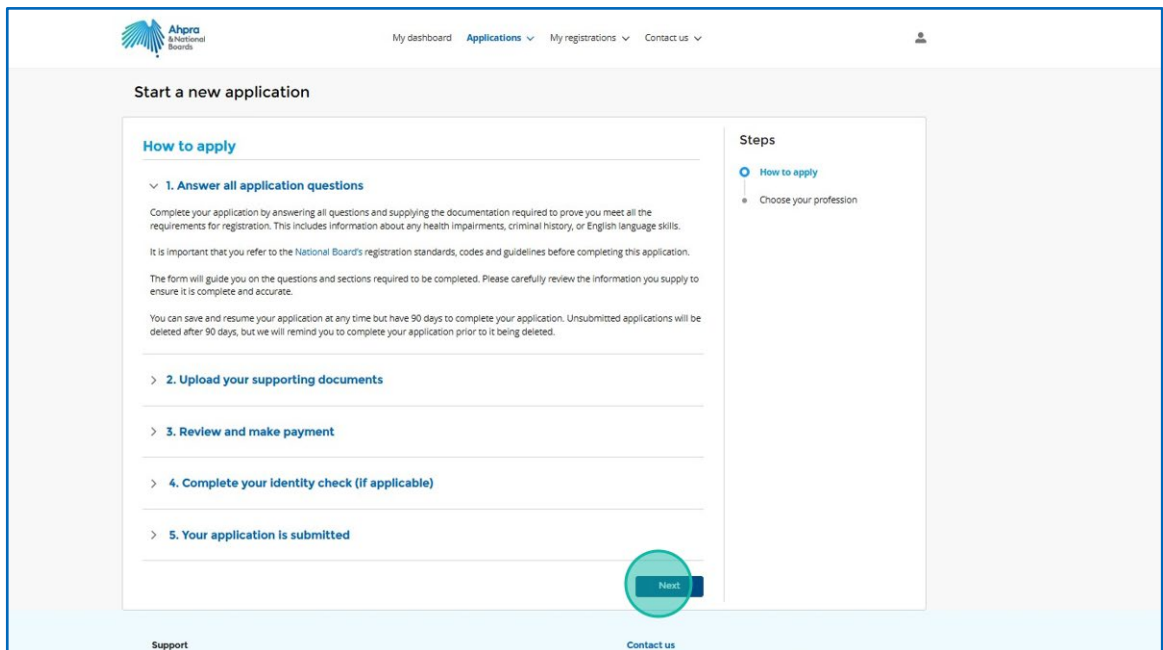
Gather the information you need. You can find out more on the Ahpra [Applying for Registration](#) page.

When you have everything, **log in to apply**

- if you have an account already – [start here](#)
- if you don't have an Ahpra account, you can [set one up here](#)

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Click **Next**



The screenshot shows the 'Start a new application' page on the Ahpra website. The page has a header with the Ahpra logo and navigation links: 'My dashboard', 'Applications', 'My registrations', and 'Contact us'. The main content area is titled 'Start a new application' and contains a 'How to apply' section. This section lists five steps: 1. Answer all application questions, 2. Upload your supporting documents, 3. Review and make payment, 4. Complete your identity check (if applicable), and 5. Your application is submitted. A 'Next' button is located at the bottom right of the steps section. The page also includes a 'Support' link at the bottom left and a 'Contact us' link at the bottom right.

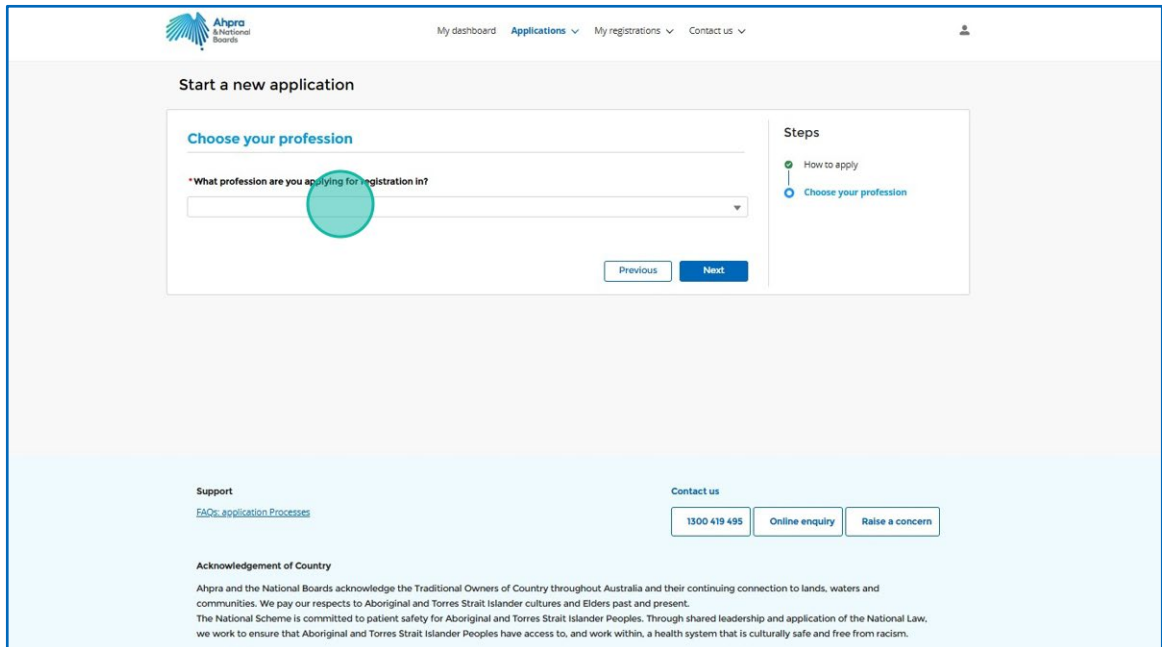
Australian Health Practitioner Regulation Agency
National Boards

GPO Box 9958 Melbourne VIC 3001 [Ahpra.gov.au](#) 1300 419 495

Ahpra and the National Boards regulate these registered health professions: Aboriginal and Torres Strait Islander health practice, Chinese medicine, chiropractic, dental, medical, medical radiation practice, midwifery, nursing, occupational therapy, optometry, osteopathy, paramedicine, pharmacy, physiotherapy, podiatry and psychology.

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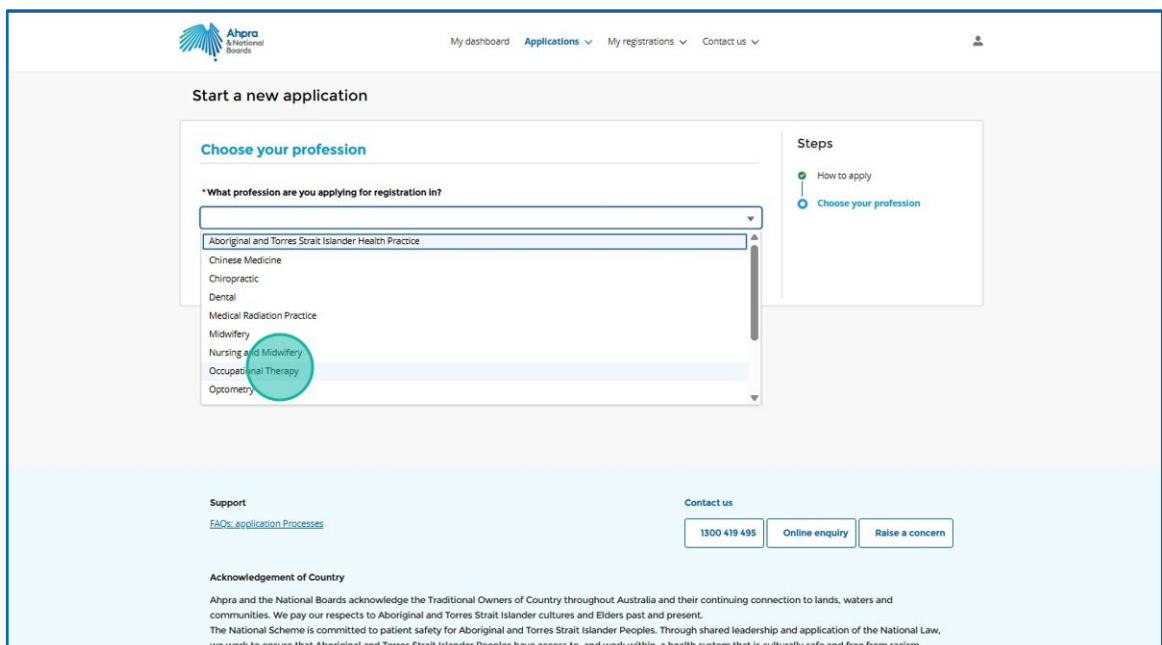
Click **What profession are you applying for registration in?**



The screenshot shows the 'Start a new application' page. At the top, there is a navigation bar with 'My dashboard', 'Applications', 'My registrations', and 'Contact us'. The main heading is 'Start a new application'. Below it, the section 'Choose your profession' contains a dropdown menu labeled '*What profession are you applying for registration in?'. A red circle highlights this dropdown menu. To the right of the dropdown is a 'Steps' panel with two steps: 'How to apply' (completed) and 'Choose your profession' (current step). Below the dropdown are 'Previous' and 'Next' buttons. At the bottom of the page, there is a 'Support' section with a link to 'FAQs: application Processes', a 'Contact us' section with a phone number '1300 419 495' and buttons for 'Online enquiry' and 'Raise a concern', and an 'Acknowledgement of Country' section.

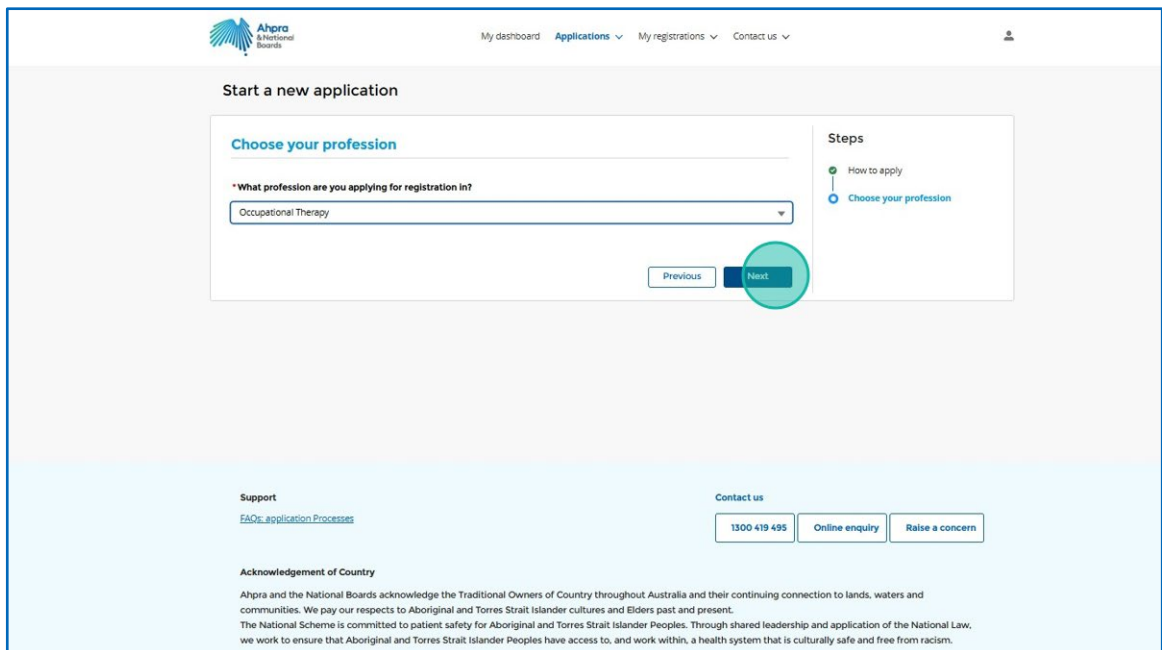
3

Click **Occupational Therapy** from the drop-down list



The screenshot shows the 'Start a new application' page with the dropdown menu open. The dropdown list contains the following options: 'Aboriginal and Torres Strait Islander Health Practice', 'Chinese Medicine', 'Chiropractic', 'Dental', 'Medical Radiation Practice', 'Midwifery', 'Nursing and Midwifery', 'Occupational Therapy', and 'Optometry'. A red circle highlights 'Occupational Therapy'. The 'Steps' panel on the right remains the same. The bottom section of the page is identical to the previous screenshot.

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Click **Next**


Start a new application

Choose your profession

*What profession are you applying for registration in?

Occupational Therapy

Previous **Next**

Steps

- How to apply
- Choose your profession**

Support

[FACOs application Processes](#)

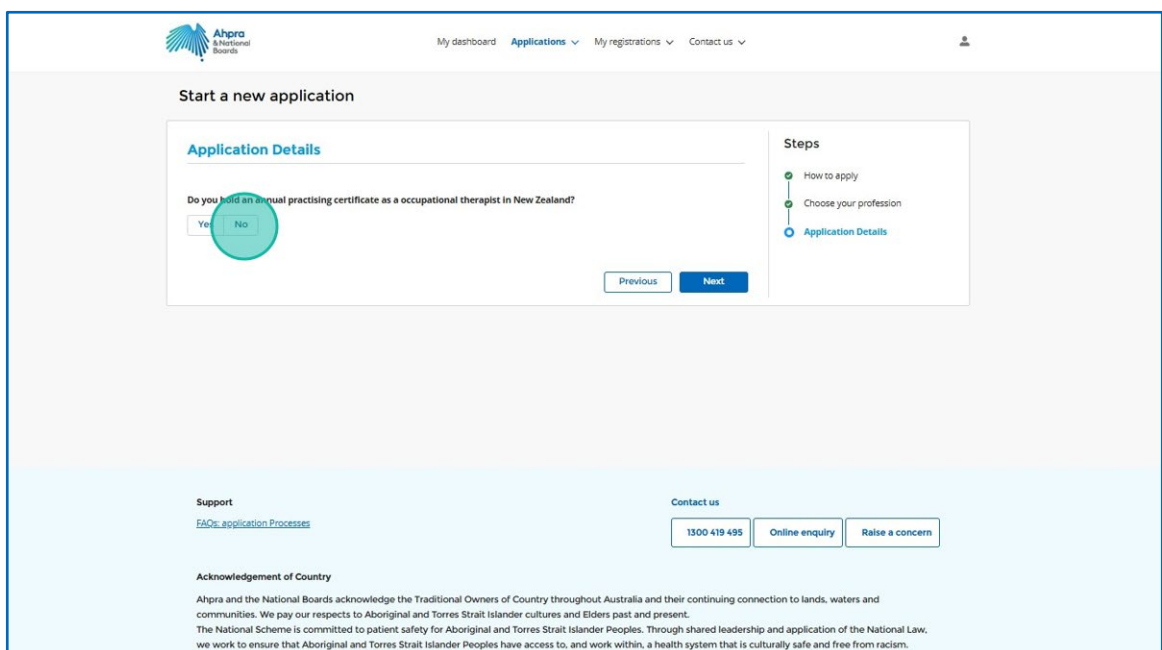
Contact us

1300 419 495 Online enquiry Raise a concern

Acknowledgement of Country

Ahpra and the National Boards acknowledge the Traditional Owners of Country throughout Australia and their continuing connection to lands, waters and communities. We pay our respects to Aboriginal and Torres Strait Islander cultures and Elders past and present. The National Scheme is committed to patient safety for Aboriginal and Torres Strait Islander Peoples. Through shared leadership and application of the National Law, we work to ensure that Aboriginal and Torres Strait Islander Peoples have access to, and work within, a health system that is culturally safe and free from racism.

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Click **No** in response to the question Do you hold an annual practising certificate as a occupational therapist in New Zealand?


Start a new application

Application Details

Do you hold an annual practising certificate as a occupational therapist in New Zealand?

Yes **No**

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[FACOs application Processes](#)

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Click **No** in response to the question Have you previously held registration as an occupational therapist in Australia?

Start a new application

Application Details

Do you hold an annual practising certificate as an occupational therapist in New Zealand?

Yes **No**

Have you previously held registration as an occupational therapist in Australia?

Yes **No**

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7

Click **No** in response to the question Have you completed or are you due to complete an approved course within the next 12 weeks?

Start a new application

Application Details

Do you hold an annual practising certificate as an occupational therapist in New Zealand?

Yes **No**

Have you previously held registration as an occupational therapist in Australia?

Yes **No**

* Have you completed or are you due to complete an approved course within the next 12 weeks?

Yes **No**

You can find a list of Board-approved qualifications on our website.

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8

Click **No** in response to the question Did you get your qualification in Australia?

Start a new application

Application Details

Do you hold an annual practising certificate as an occupational therapist in New Zealand?

☐ Yes ☒ No

Have you previously held registration as an occupational therapist in Australia?

☐ Yes ☒ No

* Have you completed or are you due to complete an approved course within the next 12 weeks?

☐ Yes ☒ No

You can find a list of Board-approved qualifications on our website.

* Did you get your qualification in Australia?

☐ Yes ☒ No

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Acknowledgement of Country

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The National Scheme is committed to patient safety for Aboriginal and Torres Strait Islander Peoples. Through shared leadership and application of the National Law.

9

Click **No** in response to the question Are you applying to complete a period of supervised practice in Australia?

Start a new application

Application Details

Do you hold an annual practising certificate as an occupational therapist in New Zealand?

☐ Yes ☒ No

Have you previously held registration as an occupational therapist in Australia?

☐ Yes ☒ No

* Have you completed or are you due to complete an approved course within the next 12 weeks?

☐ Yes ☒ No

You can find a list of Board-approved qualifications on our website.

* Did you get your qualification in Australia?

☐ Yes ☒ No

Supervised Practice

* Are you applying to complete a period of supervised practice in Australia?

☐ Yes ☒ No

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration, and
- intend to practise under supervision.

Practitioners with limited registration for postgraduate training must not practise in any capacity outside of their clinical training program. If you are doing clinical training, you must be supervised under Board-approved arrangements.

We only grant registration for postgraduate training for a limited time and/or a limited scope.

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Steps

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Support

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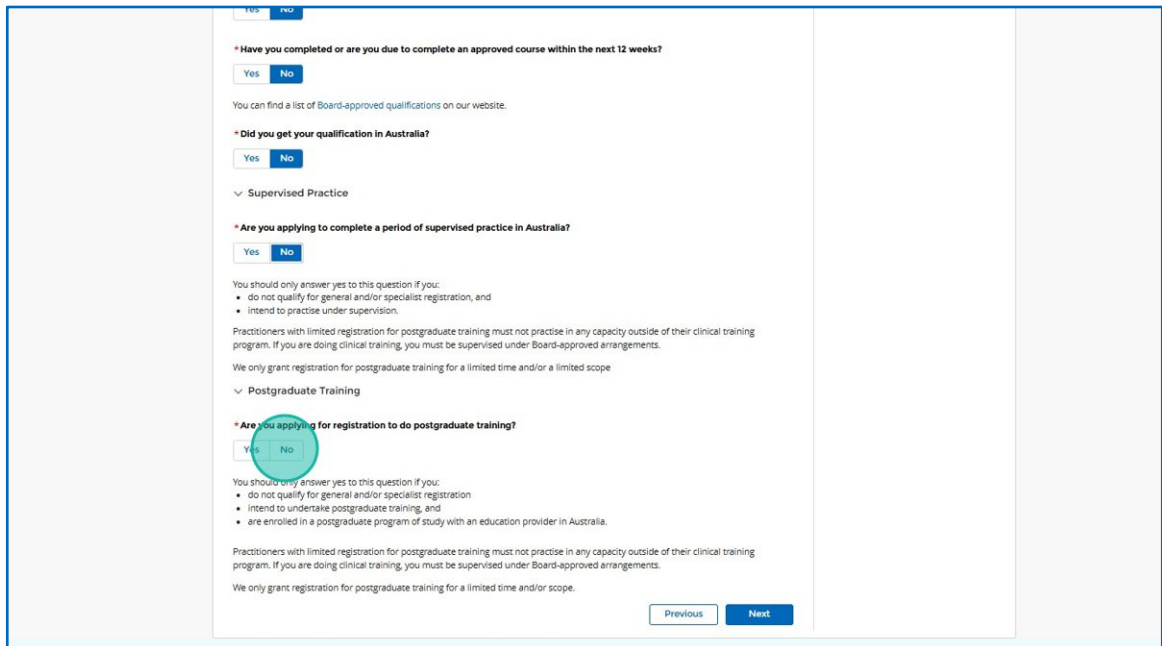
Contact us

1300 419 495 [Online enquiry](#) [Raise a concern](#)

Acknowledgement of Country

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Click **No** in response to the question Are you applying for registration to do postgraduate training?



Yes No

*Have you completed or are you due to complete an approved course within the next 12 weeks?

Yes No

You can find a list of Board-approved qualifications on our website.

*Did you get your qualification in Australia?

Yes No

Supervised Practice

*Are you applying to complete a period of supervised practice in Australia?

Yes No

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration, and
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Practitioners with limited registration for postgraduate training must not practise in any capacity outside of their clinical training program. If you are doing clinical training, you must be supervised under Board-approved arrangements.

We only grant registration for postgraduate training for a limited time and/or a limited scope.

Postgraduate Training

*Are you applying for registration to do postgraduate training?

Yes No

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration
- intend to undertake postgraduate training, and
- are enrolled in a postgraduate program of study with an education provider in Australia.

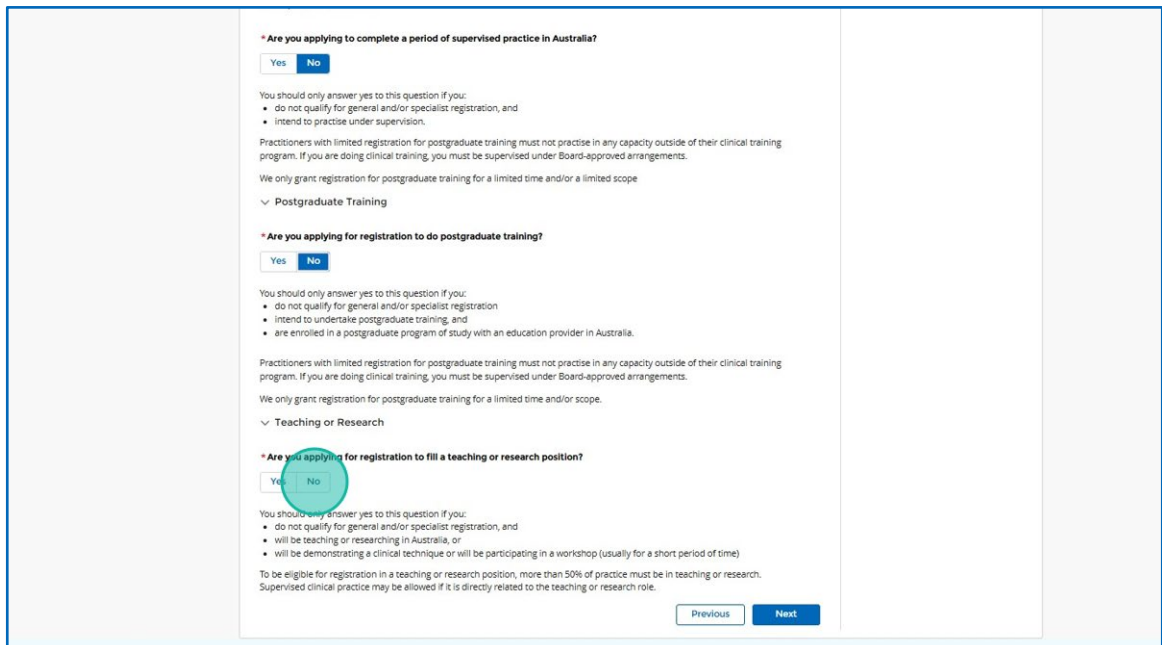
Practitioners with limited registration for postgraduate training must not practise in any capacity outside of their clinical training program. If you are doing clinical training, you must be supervised under Board-approved arrangements.

We only grant registration for postgraduate training for a limited time and/or scope.

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Click **No** in response to the question Are you applying for registration to fill a teaching or research position?



*Are you applying to complete a period of supervised practice in Australia?

Yes No

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration, and
- intend to practise under supervision.

Practitioners with limited registration for postgraduate training must not practise in any capacity outside of their clinical training program. If you are doing clinical training, you must be supervised under Board-approved arrangements.

We only grant registration for postgraduate training for a limited time and/or a limited scope.

Postgraduate Training

*Are you applying for registration to do postgraduate training?

Yes No

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration
- intend to undertake postgraduate training, and
- are enrolled in a postgraduate program of study with an education provider in Australia.

Practitioners with limited registration for postgraduate training must not practise in any capacity outside of their clinical training program. If you are doing clinical training, you must be supervised under Board-approved arrangements.

We only grant registration for postgraduate training for a limited time and/or scope.

Teaching or Research

*Are you applying for registration to fill a teaching or research position?

Yes No

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration, and
- will be teaching or researching in Australia, or
- will be demonstrating a clinical technique or will be participating in a workshop (usually for a short period of time)

To be eligible for registration in a teaching or research position, more than 50% of practice must be in teaching or research. Supervised clinical practice may be allowed if it is directly related to the teaching or research role.

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Click **No** in response to the question Are you applying to practice in the public interest?

***Are you applying for registration to do postgraduate training?**

Yes **No**

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration
- intend to undertake postgraduate training, and
- are enrolled in a postgraduate program of study with an education provider in Australia.

Practitioners with limited registration for postgraduate training must not practise in any capacity outside of their clinical training program. If you are doing clinical training, you must be supervised under Board-approved arrangements.

We only grant registration for postgraduate training for a limited time and/or scope.

✓ Teaching or Research

***Are you applying for registration to fill a teaching or research position?**

Yes **No**

You should only answer yes to this question if you:

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- will be teaching or researching in Australia, or
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To be eligible for registration in a teaching or research position, more than 50% of practice must be in teaching or research. Supervised clinical practice may be allowed if it is directly related to the teaching or research role.

✓ Public Interest

***Are you applying to practise in the public interest?**

Yes **No**

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration, and
- intend to practise only in the public interest.

We will determine whether it is in the public interest to grant you registration. We will only grant registration in the public interest for a limited time and/or scope.

Examples of where it might be in the public interest to grant registration include an unexpected situation such as a natural disaster or pandemic.

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Click **Yes** in response to the question Have you had your qualifications portfolio assessed by the board and received an outcome?

We only grant registration for postgraduate training for a limited time and/or scope.

✓ Teaching or Research

***Are you applying for registration to fill a teaching or research position?**

Yes **No**

You should only answer yes to this question if you:

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✓ Qualification Portfolio

***Have you had your qualifications portfolio assessed by the board and received an outcome?**

Yes **No** I have not yet received an outcome for my qualifications portfolio

You should only answer yes to this question if you:

- had your qualification portfolio assessed by the board, and
- received the outcome of the qualification portfolio assessment.

For further information visit the board's website.

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Click **Substantially equivalent or based on similar competencies**

***Are you applying for registration to fill a teaching or research position?**

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration, and
- will be teaching or researching in Australia, or
- will be demonstrating a clinical technique or will be participating in a workshop (usually for a short period of time)

To be eligible for registration in a teaching or research position, more than 50% of practice must be in teaching or research. Supervised clinical practice may be allowed if it is directly related to the teaching or research role.

✓ Public Interest

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Examples of where it might be in the public interest to grant registration include an unexpected situation such as a natural disaster or pandemic.

✓ Qualification Portfolio

***Have you had your qualifications portfolio assessed by the board and received an outcome?**

You should only answer yes to this question if you:

- had your qualification portfolio assessed by the board, and
- received the outcome of the qualification portfolio assessment.

For further information visit the board's website.

***What was the outcome of your qualification portfolio assessment?**

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Click **Next**

You should only answer yes to this question if you:

- do not qualify for general and/or specialist registration, and
- will be teaching or researching in Australia, or
- will be demonstrating a clinical technique or will be participating in a workshop (usually for a short period of time)

To be eligible for registration in a teaching or research position, more than 50% of practice must be in teaching or research. Supervised clinical practice may be allowed if it is directly related to the teaching or research role.

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✓ Qualification Portfolio

***Have you had your qualifications portfolio assessed by the board and received an outcome?**

You should only answer yes to this question if you:

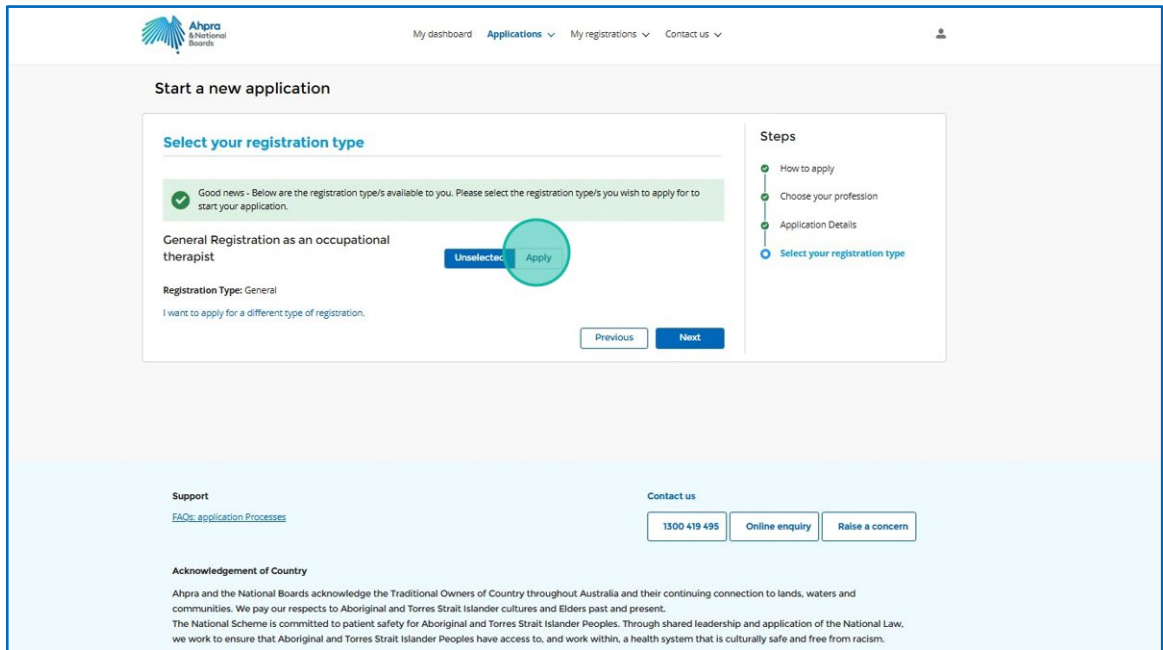
- had your qualification portfolio assessed by the board, and
- received the outcome of the qualification portfolio assessment.

For further information visit the board's website.

***What was the outcome of your qualification portfolio assessment?**

[Support](#) [Contact us](#)

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Click **Apply**


Start a new application

Select your registration type

Good news - Below are the registration type/s available to you. Please select the registration type/s you wish to apply for to start your application.

General Registration as an occupational therapist

Unselected **Apply**

Registration Type: General

I want to apply for a different type of registration.

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Steps

- How to apply
- Choose your profession
- Application Details
- Select your registration type**

Support

[FAQs: application Processes](#)

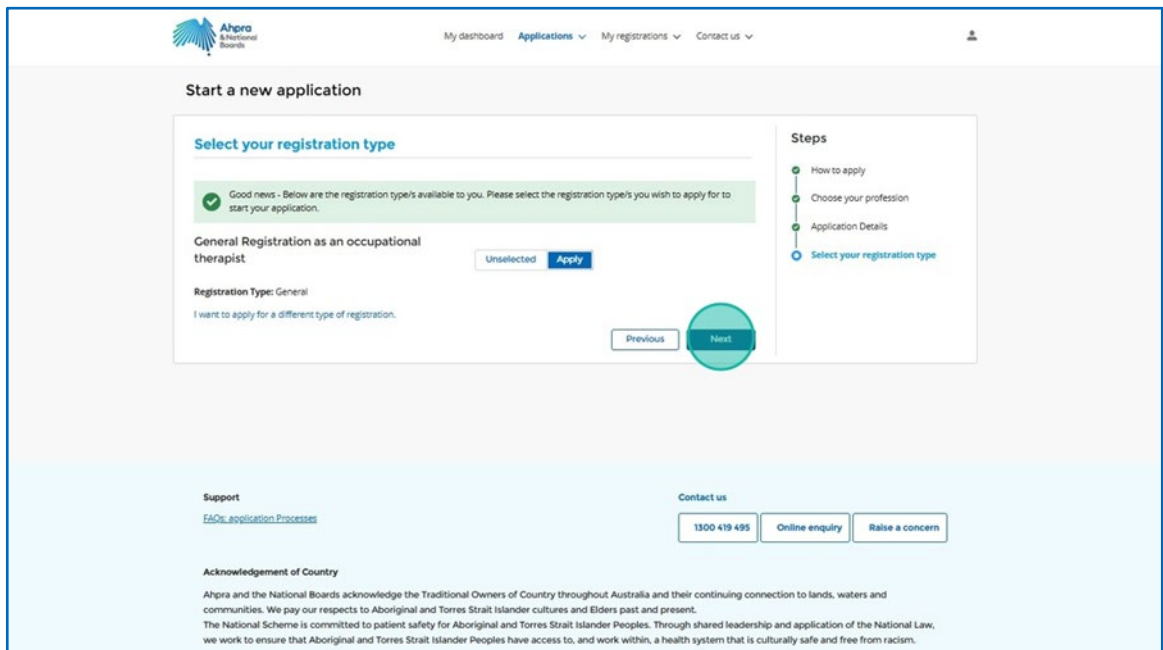
Contact us

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Click **Next** to begin your application for general registration


Start a new application

Select your registration type

Good news - Below are the registration type/s available to you. Please select the registration type/s you wish to apply for to start your application.

General Registration as an occupational therapist

Unselected **Apply**

Registration Type: General

I want to apply for a different type of registration.

Previous **Next**

Steps

- How to apply**
- Choose your profession
- Application Details
- Select your registration type

Support

[FAQs: application Processes](#)

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