



Entry to Practice for Internationally Qualified nurses/Return to Register

- Re-entry
 International
 Registered Nurse
 Enrolled Nurse

Name as appears on Australian Health Practitioner Regulation Agency (AHPRA) referral letter

Title (Mr/Mrs/Miss/Ms): Surname

Given names Date of birth
DD MM YYYY

Previous surname (or alias) Country of birth

Postal address State Post code

Residential address whilst undertaking the program if different from above
 State Post code

Home telephone Mobile

Email

Nursing and/or midwifery qualifications

Course name	Country obtained	Institution	Year completed

Nursing employment history List up to last four positions, including any work in Australia. Begin with the most recent.
A minimum of one year postgraduate clinical experience is required.

Employer	Country	Capacity employed (RN, EN, AIN)	Clinical experience/ Area of specialty (e.g. medical, surgical, aged care)	Full/Part time	Dates from-to

Please include the following documents with your application:

- A valid letter of referral from AHPRA
- A certified copy of visa, passport or photo ID
- A certified copy of results of English language test(s) – IELTS/OET
- A criminal record check from country of origin and/or Australia from an authorised authority <http://www.afp.gov.au/what-we-do/police-checks/national-police-checks.aspx>
- Record of immunisation. Evidence of immunisations in line with NSW Health requirements must be provided. Please refer to our website for more details.
 - Information Sheet 2. – Checklist: Evidence required from Category A applicants
 - Form 2. – Tuberculosis (TB) assessment tool
 - Form 3. – Student Undertaking/Declaration

Note: Original or certified copies must be supplied on application.

See over...

I hereby give permission for ACN to provide my personal details, relating to this course, to the Department of Education and/or NSW MOH.

Applicant's signature Date

Where did you hear about the course?

- Friend / colleague Website Conference / expos Handbook Email / flyer
 Advertisement, specify Other

Program fee payment method

Please find enclosed my cheque/money order for the sum of AUD\$
made payable to Australian College of Nursing.

OR

Please debit my: Mastercard Visa Amount \$.....

Card No - - - Expiry date.....

Cardholder's name Cardholder's signature.....

PLEASE POST YOUR COMPLETED APPLICATION FORM AND SUPPORTING DOCUMENTS TO:

Student Services Centre, Australian College of Nursing, PO Box 650, Parramatta NSW 2124.
Telephone (02) 9745 7500 • Facsimile (02) 6282 3565 • Email: customerservices@acn.edu.au

INCOMPLETE ENROLMENT FORMS WILL NOT BE PROCESSED

Promotion code

Who referred you?

First name Lastname

Cancellation and Refund Policy

All applications to withdraw from a course/subject must be in writing to ACN.

Course fees are refunded when the withdrawal occurs prior to the course census date*, less the non-refundable administrative fee. If withdrawal occurs after census date there is no refund. In accordance with ACN's Refund Policy:

1. ACN reserves the right to cancel or postpone a course or program for any reason determined by ACN. In these circumstances a full refund may be made.
2. In some instances courses are subject to non-refundable fees.
3. Details of fees, where applicable, are published in the relevant course information and are also available from ACN's Student Services Centre.
4. Intention of withdrawal from all courses and programs must be made in writing to the ACN Executive Manager Education Division, within the indicated time frame, for a refund to be made. Time frames are published in relevant course/program information and also are available from ACN's Student Services Centre.
5. Refunds will be processed within fourteen (14) days after receipt of a validated request and will be made only by cheque, posted to the recipient.

***NOTE:** Census date is ten days after course commencement date (not applicable to CPD courses). For further information contact the Customer Services Centre on 02 9745 7500.

Please refer to ACN website for fee information.

PRIVACY ISSUES: ACN collects your personal information for administrative use and to provide you with information about our activities and promotions. Please let us know if you do not wish to receive such information.