

Provisional Membership Application for Overseas Counsellor Qualifications

All Overseas educated Counsellors require at least a New Zealand Work Visa to apply for Provisional Membership. Once upgraded to full Membership, after a minimum of 18 months, a NZAC Counsellor may apply for a 'Green Visa' which gives NZ Permanent Residency.

Applicant Criteria

To be a Provisional Member of NZAC you need to:

Be a counsellor who:

- 1 Participates in the mahi with the values of tika, pono and aroha.
- 2 Has completed a minimum of a Bachelor of Counselling qualification in a professional counsellor education programme. This qualification must have both counselling theory and supervised counselling practice as core components and is at least NZQA approved Level 7 or above. The qualification will need to be assessed by NZQA and evidence of this must be provided.

- 3 Has completed a minimum of 200 hours counselling practice within the Bachelor or Master of Counselling programme. This can be with individuals, couples, family and whanau. Up to 120 of these hours can be Tele-counselling, E-Counselling and facilitation and/or co-facilitation of therapeutic groups.

If you have been practicing as a counsellor in Aotearoa NZ and engaged with a supervisor, the relationship with the supervisor needs to be of sufficient length for the Supervisor to confidently comment on your practice.

For Counsellors applying from overseas where you are not required to be in supervision, you will need to provide a reference from a line manager or employer who can attest to your good character, practice competence and counselling hours completed.

- 4 Has had a minimum of three hours of Puawānanga provided by a Kaitiaki, someone of Māori descent comfortable with Te Ao Māori and can therefore assist the Applicant in their reflection process – see Section 7.
- 5 Agrees to work within the NZAC Code of Ethics and to be accountable to the Association while working towards Member status.

Definition: Tele-counselling/E-counselling.

Where the counsellor and client are not physically present in the same space and utilize electronic means for synchronous communication, where each person's response is responded to immediately.

This does not include asynchronous communication where there is a delay between sending a message and receiving a response e.g. email.

These are the minimum professional criteria required. Other criteria are outlined in the application pack.

Application Dates

Applications for Provisional Membership are accepted at any time of the year.

Please note however, applications are assessed at regular intervals. This means it can take up to three months from the time it is submitted for the application to be processed.

Fees

Assessment fee \$412.62 (incl GST)

(non-refundable if application unsuccessful)

An Invoice will be emailed to you when your application has been submitted.

Fees can be reviewed at any time by National Executive.

General Information

- 1 If your application meets all the requirements Provisional Membership will be granted.
- 2 A NZ Police Vetting Report must have a clearance from the Police if you have been in the country for at least three months.
- 3 If you have had any complaint(s) about your practice, full disclosure is required in your application. This will be discussed by the Membership Committee before assessment takes place.
- 4 If you have had a criminal conviction(s) full disclosure is required in your application. This will be discussed by the Membership Committee before assessment can take place.
- 5 Where any criminal conviction raises concerns in relation to the People with Convictions Policy an Applicant may be required to attend a Special Interview Panel before the application is processed. This will be at your own cost.
- 6 If you are not a New Zealand Citizen, provide evidence of either New Zealand Residency or of a valid New Zealand Work Visa. As a Provisional Member, you need to complete 300 counselling hours in New Zealand to meet the criteria for upgrade to Member.
- 7 The information gathered in this application will be kept on file.
- 8 NZAC Provisional Membership may be held for five years from date of confirmation. If a Provisional Member has not upgraded to Member at the end of five years, their Provisional Membership will cease unless an extension has been approved.
- 9 The steps for upgrade to Member begin once you are a Provisional Member.
- 10 For the duration of Provisional Membership, you are required to have a NZAC Registered Supervisor who has been a Member for a minimum of 5 years.
- 11 Keep a copy of your application.
- 12 If assistance is required contact applications@nzac.org.nz

Applicant Checklist

- Report from Supervisor
- Letter from employer(s)
- Report from Puawānanga Kaitiaki
- Verified copy of your qualification/s
- Academic transcript
- NZQA verification of qualification
- Evidence of police clearance from your country of origin, if applicable
- Evidence of a valid Working Visa or New Zealand Residency
- Completed NZ Police Vetting Report if resident in NZ for at least three months

Section 1

Provisional Membership Application with Overseas Counsellor Qualifications

First Names	
Family Name	
Your preferred name	
Date of Birth	
NZ Citizenship status	
Ethnicity	
Iwi / Hapu (if applicable)	
Postal Address	
Town / City / Post Code	
Mobile Number	
Email Address	
Website (if applicable)	
NZAC Branch	
Current Employer	
Length of employment	
NZAC Te Roopu Māori member	Yes / No

Puawānanga Kaitiaki

Puawānanga Kaitiaki Ingoa	
Number of hours	

Section 2

Please circle responses as applicable.

Criminal Conviction or Charges Declaration

Do you have any criminal convictions or are you under investigation, or have any charges pending in New Zealand or in any other country, other than minor traffic infringements?

Yes	No
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If "Yes" attach a detailed statement explaining the above.

NOTE: Where any criminal conviction raises concerns in relation to the People with Convictions Policy an Applicant may be required to attend a Special Interview Panel before the application is processed. This will be at your own cost.

Professional Conduct Declaration

- 1 Are you or have you ever been the subject of formal professional disciplinary proceedings that have been upheld in New Zealand or another country?
- 2 Are you or have you ever been the subject of a complaint that was upheld to the NZ Health and Disability Commissioner, or an equivalent officer in another country?
- 3 Have you ever applied, withdrawn or been declined for registration as a health practitioner?
- 4 Are you currently a member of any other professional association representing counselling, psychotherapy, health or social services field?

Yes	No
Yes	No
Yes	No
Yes	No

Name of professional association:

You are required to supply a letter from this association to say that you were/are not subject to any concern(s) / complaint(s) about your practice.

- 5 Have you previously been a member of any other professional association representing counselling or psychotherapy?

Yes	No
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Name of professional association:

You are required to supply a letter from this association to say that you were/are not subject to any concern(s) / complaint(s) about your practice.

If you have answered "Yes" to any of the questions above attach a detailed statement outlining the issues and any sanctions.

Applicant Declaration

I declare that the information provided in this application is true and correct and I will uphold the NZAC Code of Ethics. I authorise NZAC to contact any person or organisation named in this application about any matter relevant to my application.

I also confirm that I have fully discussed in supervision:

- a. Any previous criminal convictions, or any charges pending that I have, other than minor traffic infringements.
- b. Any complaint/s or concern/s raised by any other professional associations.
- c. Any complaint/s or concern/s raised in current or former employment.

Applicant's name: _____

Applicant's signature: _____

Date: _____ / _____ / _____

If you do not disclose all information, or are dishonest in the information given, your application may be declined.

Section 3

Counsellor Education

Include the following:

- a. A transcript from your education provider.
- b. A copy of your qualification.
- c. Evidence of NZQA assessment of the qualifications New Zealand equivalence.

Section 4

Membership of your Professional Counselling Association

Include the following:

- a. Evidence of current membership of your professional association if applicable.
- b. A letter from your professional association to confirm that you have not been, nor are currently the subject of any complaint about your professional practice.

Section 5

Employment Details

Include the following:

- a. A letter from your employer/s supporting your application and which confirms your competency in that position and that you have not been nor are currently subject to any ethical concerns or complaints. This includes paid and/or voluntary work undertaken.

- b. A brief job description of your current or previous employment.

Section 6

Counselling Practice

Include a copy of your CV outlining your counselling practice.

If you have any material advertising your practice enclose this with your application.

Section 7

Puawānanga

Have a minimum of three hours of Puawānanga Kaitiakitanga provided by a Kaitiaki, someone of Māori descent comfortable with Te Ao Māori and can therefore assist the applicant in their reflection process.

The kōrero needs to include;

- a. Te Tiriti o Waitangi and the significance it has in Aotearoa New Zealand today.
- b. The impact of colonisation on Māori.

Write a statement which reflects on your kōrero with your Kaitiaki.

Write about your commitment to take the learning into your everyday counselling practice. (*Guide: one page*).

Kaitiaki to complete form found on NZAC website: Membership, Information and Guidelines.

Section 8

Supervision

Include a letter of support from your most recent Supervisor, Employer or Line Manager.

This needs to include:

- a. Name and Professional Association of Supervisor.
- b. Confirmation of the supervision arrangement, frequency and length of contract.
- c. A brief report from the Supervisor, Employer or Line Manager attesting to your good character, practice competence and counselling hours completed.

Section 9

Police Clearance

Include a Police clearance from the country where you have lived and evidence of Permanent Residency to Aotearoa New Zealand or a valid New Zealand Work Visa.

Section 10

Further Information

Other information you would like included in your application.