

# Application for International Portability 2011/12

This form is used to verify individuals against international standards. If you wish to apply for **registration** with REPs, please do not use this form. Please download an application form at [www.reps.org.nz](http://www.reps.org.nz).

## Section 1: Individual Details

|                                     |  |                       |  |
|-------------------------------------|--|-----------------------|--|
| First Name                          |  | Last Name             |  |
| Address                             |  |                       |  |
| Phone (home)                        |  | Phone (work)          |  |
| Phone (mobile)                      |  | Date of birth         | / /  |
| Email address<br><b>(essential)</b> |  | Can you speak Te Reo? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

**What is your ethnicity**       New Zealand Maori       New Zealand Non-Maori       Other

## Section 2: Qualifications and Work History

In the table below, please enter details of your qualifications (as stated in the example). Please ensure you provide FULL details of all courses including: modules, transcripts, record of learning and a certificate of completion (please attach copies of certificates).

| Name of Courses Completed  | Course run by   | Date Completed |
|----------------------------|-----------------|----------------|
| e.g. Exercise Fundamentals | ABC Polytechnic | July 2010      |
|                            |                 |                |
|                            |                 |                |
|                            |                 |                |

In the table below, please enter details of your work history (as stated in the example). Please also include a contact person (manager/supervisor) with each facility listed as well as a contact telephone number/email address for them.

| Job Role            | Employer and contact person          | Period                |
|---------------------|--------------------------------------|-----------------------|
| e.g. Gym Instructor | XYZ Fitness, John Smith, 09-999-9999 | July 05 – February 11 |
|                     |                                      |                       |
|                     |                                      |                       |

**REMINDER: Please attach transcripts or certificates of completion for qualification(s) listed above or processing will be delayed until the required information is supplied.**

Post completed applications to PO Box 22374 Christchurch 8140 or Fax to 0800-248-348  
or email and scan to [info@reps.org.nz](mailto:info@reps.org.nz)

### Section3: Level of verification being applied for

Group Exercise I have undertaken specific training in the following areas:  
Aerobics Aqua Yoga Pilates Pump Circuits Other (please list below)

Exercise Consultant Level 2 (gym instructor - can demonstrate **and** write personalised programs)  
 Personal Trainer

Country you are moving to \_\_\_\_\_

### Payment Details Tax Invoice GST # 85-859-579

Please complete this table, incl GST.

|  |           |
|--|-----------|
| Verification fee (28 day processing)                 | \$104.00  |
| Urgent Processing Option \$50.00 (7-10 working days) | \$        |
| Non registered initial education fee (\$100)*        | \$        |
| Application Fee                                      | \$57.50   |
| <b>TOTAL FEE</b>                                     | <b>\$</b> |

#### Notes:

#### Non Registered Initial Education Course Fee

\*This fee applies to verify a course which is not registered with REPs as initial education. To view our list of registered courses, please go to [www.reps.org.nz](http://www.reps.org.nz) and click on "Recognised Courses". This fee is \$100.

#### Application Fee

\*\*The Standard Application Fee for all registrations is \$115.00, and this has been rebated to \$57.50 for international portability applications and is payable on all applications.

### Terms, I agree:

- That all information provided on this form is accurate
- To be bound by any complaints process of REPs
- That I give REPs permission to contact any third party to verify any details of my registration application
- To any audits or reviews REPs may undertake to verify my level of registration and/or competencies (REPs may randomly check the competencies of any registered individual)
- To allow REPs to disclose to third parties my registration /portability / application status
- That incomplete applications are not processed until all required information is received and that the 28 day turnaround time (7-10 days if the urgent processing fee is paid) applies from when all applicable information to process the application is received.
- Refunds are NOT issued for any reason, even if the verification at the level applied for is not successful. Where possible, REPs will issue verification at a lower level if you are unsuccessful with your application at a higher level.

### Payment Method (payment must be received before the application processing will begin)

Cheque Enclosed Charge Visa or MasterCard  Direct Credit Account# 12-3148-0121312-000  
 (use your full name as the payment reference)

**For Credit Cards:** Card Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Card Expiry Date \_\_\_\_ / \_\_\_\_

Name on Card: \_\_\_\_\_ I authorise REPs to charge my credit card with \$ \_\_\_\_\_

Signature of Credit Card holder: \_\_\_\_\_ Visa MasterCard

### By signing here I wish to apply for Verification with REPs, and agree to the terms listed above

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Date



PO Box 22-374, Christchurch 8142.  
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