

# Application for International Portability

(Please ensure you read the information page before completing this form)

**1** Name:  Date of Birth:

Street Address:  Home Phone:

Suburb:  Mobile Phone:

City:  Postcode:

Email Address:

**2** Country you are moving to:

**3** Level(s) of verification being applied for (please tick)?:

Group Exercise       Exercise Consultant Level 2       Personal Trainer

**4** **Qualifications**

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 (attach separately)

a) Name of Qualification:

Institutions Name:  Date Completed:

b) Name of Qualification:

Institutions Name:  Date Completed:

**5** **Work History and Continuing Professional Development**

Please enter details of your work history. Please include a contact person (manager/supervisor) with each facility listed and a contact telephone number/email address.

Facility Name:

Managers Name:  Contact details:

Employment Date: From  To

If you completed your qualification more than 12 months ago, please include details of any ongoing education you have undertaken over the last year(s). This includes workshops, conferences etc.

Course Name:  Date Completed:

Course Name:  Date Completed:

Course Name:  Date Completed:

## 6 Payment Details - Please choose 1 payment option

GST Tax invoice once paid GST# 85-859-579

Please charge my credit card  
(Visa/Mastercard only)

Name on card

Card Number

Expiry

CSV

I will pay by direct credit to REPs via Internet Banking today.  
Please use your name as reference  
NZ Register of Exercise Professionals  
Bank Account 12-3011-0086800-05

**This fee applies to verify a qualification 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 the recognised courses tab. This fee is \$168.00**

## 7 Fee Payable

Verification fee (20 working days)

Urgent Processing - \$50 (7-10 working days)

Non registered initial education fee - \$168

**TOTAL FEE**

## 8

**I wish to apply for International Portability with REPs and agree: (please read carefully)**

- That all information provided on this form is true and 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.
- 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 20 working day turnaround time (7-10 working days if the urgent processing fee is paid) applies from when all applicable information to process the application is received by REPs.
- To make payment for this application. 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.
- Successful completion of this portability of qualification process does not provide you with registration in New Zealand

**By signing here I agree to the registration terms above, and payment terms for my credit card to be charged (if applicable)**

Signed:

Date:

## Please return completed applications to:

By Mail: REPs  
P O Box 22374  
Christchurch 8140

Scan and Email: [info@reps.org.nz](mailto:info@reps.org.nz)

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