

# Gaining Full Registration

**Are you a provisionally registered teacher who wishes to gain full registration?**

If so, you must take personal responsibility for arranging the application for full registration. Your principal / professional leader and tutor teacher also have major parts to play, but you must act in a coordinating role.

This grid identifies the tasks you must complete.

	Steps in the Process	✓	Personal Action Needed
1	Complete, or be completing at the end of the year, two years of teaching while employed for at least 0.5 FTTE <sup>1</sup>		
2	Complete and document a two year advice and guidance or induction and mentoring programme		
3	Be appraised against and meet the Registered Teacher Criteria or the Satisfactory Teacher Dimensions		
4	Download the "Application to gain Full Teacher Registration" <a href="#">Teachers Council Form TC2</a>		
5	Complete the personal sections A to D on the application form		
6	Ensure that the tutor or supervising teacher completes Section E (Recommendation)		
7	Ensure that the principal or professional leader completes Section F (Endorsement)		
8	Keep a copy of the completed form and other material		
9	Attach the \$81.77 payment		
10	Return the form to the Teachers Council		

Further information is available from 0800 NZEI HELP, the NZEI website or the Teachers Council website.

<sup>1</sup> PRTs are required to complete 2 years of teaching under certain requirements. Teaching service to gain full registration must be completed in entire term blocks, regardless of however many weeks there are in a term. Sometimes, as in 2011, the weeks in a term may be more or less than 10. Provided the teacher is employed for the entire term, that teaching can be considered in the recommendation for moving to full registration.