



New Zealand  
Association of  
Counsellors

Te Roopu Kaiwhiriwhiri o Aotearoa

## Guidelines for the 2020 NZAC Application for Provisional Member request with NZAC Accredited Counselling Education Programme

The online application can be found under <https://www.nzac.org.nz/membership/application-packs-provisional-membership/>

To be eligible to become a Provisional Member of NZAC you need to:

Be a person of good character who:

1. Has completed either an Aotearoa New Zealand Bachelor of Counselling (360 credits) or a Master in Counselling (240 credits) or is a current student in a Master in Counselling programme who has completed 200 hours counselling practice and 20 hours of supervision.
2. Agrees to work within the NZAC Code of Ethics and to be accountable to the Association while working towards Member status.

### **Please note:**

1. Applications are accepted at any time of the year.
2. This form is valid until 30 November 2020. All decisions made are subject to a satisfactory Police Report which may take approximately 3 months.
3. If your application meets all requirements the Membership Committee will recommend to the National Executive that Provisional Membership status be granted.
4. The information provided in your application will be kept on file until you become a full Member or you resign your membership. Personal contact details will be used to send you material (newsletters, updates etc) from the National Office or from delegated representatives of NZAC (e.g. Branch Secretaries).
5. NZAC Provisional Member status will be held for 5 years from date of confirmation. If holders of Provisional Member status have not upgraded to full Member status at the end of the 5-year period their Provisional Member status will cease.
6. The steps for upgrade to member begin once you are granted Provisional Member status – not when you complete your counsellor education programme.
7. The supervisor must be a full Member of NZAC or similar professional association, who has been a Member for three years and who has been the candidate's supervisor for 12 months. A minimum of 20 hours of individual supervision sessions is required before application.

### **Information to be provided**

A letter from your Education Provider to confirm that you have met the current minimum requirements for Provisional Member status to NZAC must be submitted with this application.

If you have any personal disclosure statements or other advertising material such as business cards, please enclose copies.

If you are not a New Zealand Citizen please provide evidence of either New Zealand Residency or a valid New Zealand Work Visa.

**Fees:**

Assessment fee: (Non-refundable even if the application is unsuccessful)	\$NZ 40.00
Police Vetting Fee (compulsory):	\$NZ 10.00
<b>Total fee (incl GST):</b>	<b>\$NZ 50.00</b>

## Section 1 – Applicant’s Personal information

Asks personal and demographic information including educational provider, placement / counselling and supervision information

## Section 2 - Declaration

### 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?

If “**yes**” attach a detailed statement explaining the above.

### Professional Conduct Declaration

Are you or have you ever been the subject of formal professional disciplinary proceedings (including complaints, membership or declined membership of another professional association) that have been upheld in New Zealand or another country?

If you have answered “**yes**” to any of the questions above attach a detailed statement outlining the issues and any sanctions.

### Candidate Declaration

Declaring that the information provided in this application is true and correct and hereby authorise NZAC to contact any person or organisation named in this application about any matter relevant to my application.

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

### Police Vetting

The link to request and consent form can be found via this online application

### Payment of application

The payment of the application can be found via this online application

If assistance is required please contact the Membership Manager:  
[membership@nzac.org.nz](mailto:membership@nzac.org.nz) or refer to the information under  
<http://www.nzac.org.nz/membership.cfm>