



FREQUENTLY ASKED QUESTIONS

to help you to apply for Registration with the Nutrition Society of Australia

REGISTRATION APPLICATION

Q1

How do I apply for registration?

A1

There are two steps:

- a. Read the document “Voluntary Register of Nutritionists”. This tells you about registration and how to apply.*
- b. Complete the **Nutritionists Accreditation Application Form** and send the form other documents as directed and payment to the address given on the form.*

Q2

Can I apply for registration and for membership at the same time?

A2

Yes, if you

- a. complete the application for membership form (available on the Website: www.nsa.asn.au)*

AND

- b. complete the **Nutritionists Registration Application Form**, with supporting documents listed on the form*

AND

- c. pay the fees for membership AND for registration.*

Q3

What do I gain from registration with the Society?

A3

- a. Professional title and letters after your name that show recognition of your professional competency in nutrition from a scientific society.*



Q4

What is the difference between Full and Associate registration?

A4

Associate Registration applies to qualified graduates with a BSc or a postgraduate degree in nutrition, public health nutrition of other appropriate subject, who do not yet have enough experience to develop all the competencies required for full registration.

Full Registration applies to graduates with a postgraduate qualification in nutrition, public health nutrition or other appropriate subject, with relevant experience, normally three years or longer.

Q5

How do I choose a specialist category of full registration – nutrition or public health nutrition or animal nutrition?

A5

- a. *Compare your qualifications and the competency or skills you already have, with the criteria for registration.*
- b. *Match the kind of job you do now with the kinds of jobs that develop specialist skills in each category.*
- c. *Choose the direction of your career so you can plan for professional development within the specific area or scope of practice in nutrition.*

Q6

How long does an application take?

A6

- a. *Straightforward applications take from 2 to 16 weeks, depending on the timing of the application (committee meets 3 times per year).*
- b. *Complex applications can take 3 – 6 months or longer, depending on the extra information required.*

Q7

How do delays come about?

A7

- a. *Chasing professional or academic confidential references.*
- b. *Seeking further information because the application is incomplete.*
- c. *Chasing fees because those sent are inaccurate.*
- d. *Providing further information or clarification for the Registration Committee that meets every February, July and November.*



Q8

How long does it take to transfer from Associate registration to Full registration?

A8

- a. *However long it takes to assemble evidence that you have the specialist competencies.*
- b. *You can normally develop competencies during three years in a relevant professional role, job or work experience.*

Q9

What is the best course to study in order to become a Registered Nutritionist?

A9

A BSc degree or postgraduate degree course, that specialises in nutrition, enables you to develop the minimum required competencies in nutrition.

Q10

Do I send originals or copies of my qualification certificates?

A10

*No. Send certified copies:
How to get certification: Either through your universities standard procedure (if they have one) OR:
Ask one of the following to either countersign or stamp copies of your certificate(s):*

- *Notary, justice of the peace or magistrate;*
- *Professional e.g. Registered Nutritionist, Doctor, Dietitian, Nurse;*
- *Head of Department or senior staff member authorised to countersign on behalf of the university that awarded your degree.*

Q11

What experience do I need to become a Registered Public Health Nutritionist?

A11

A job or work experience or placement that enables you to develop specialist competencies in public health nutrition.



Q12 ***What experience do I need to become a Registered Nutritionist?***

A12 *A job or work experience or placement that enables you to develop specialist competencies in nutrition.*

Q13 ***What kind of references do I need to support my application for Full registration?***

A13 *Three referees who may be a mixture of professionals and academics:*

- a. Provide at least ONE referee who knows that you hold professional qualifications in nutrition, for example, an academic preferably a Nutritionist.*
- b. Provide at least ONE referee who knows that you performed to the standard of competency expected of a professional Registered Nutritionist.*
- c. Provide at least ONE referee who knows that you have the character to uphold the professional ethics and values required for registration with the Society. For example an academic, like a personal tutor; or a professional colleague; or a manager.*

Q14 ***Will I have to pay after I've joined the Register?***

A14 *Yes. Once you have been placed on the register and assigned a unique registration number, the annual registration retention fee is \$20.*

Q15 ***Why do I have to pay a fee?***

A15 *These fees cover*

- a. The cost of staff time to administer the application, including taking up and perhaps chasing the references and missing information;*
- b. Paper, printing, postage, stationery;*
- c. Adding your entry to the register database, if you are successful;*
- d. The registration committee's expenses for meetings in order to oversee the register.*



Q16

How much does it cost to transfer Registrant category?

A16

Evidence must be provided that you are eligible for a transfer, either from Associate to Full registration, or between types of Full Registrant. This evidence must be scrutinised, and the scrutiny fee is \$100.
