

## FREQUENTLY ASKED QUESTIONS

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

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

Yes, if you

a) complete the application for membership form

AND

b) complete the Nutritionist Registration Application Form

and provide the supporting documents listed on the form

AND

c) pay the relevant fees for membership AND for registration.

#### **How long does an application take?**

a) Straightforward applications take from 2 to 16 weeks, depending on the timing of the application (the Registration Committee meets four times each year and the closing dates for applications are 1 February, 1 May, 1 August and 1 October).

b) Complex applications can take 3 – 6 months or longer, depending on the extra information required.

Delays may occur because the Registration Committee needs to:

a) request professional or academic confidential references.

b) seek further information from the applicant because the application is incomplete.

c) request additional fees because those sent are inaccurate.

d) seek further information or clarification about the material provided.

#### **What's the minimum qualification I need to become registered?**

If you've already completed a three year Bachelor's degree in nutrition (or closely-related nutrition science based subjects), you're eligible to apply to join our Register as an Associate Nutritionist (ANutr).

#### **What is the difference between Full and Associate registration?**

Associate Registration applies to people with appropriate tertiary training in nutrition, who do not yet have enough experience to develop all the competencies required for full registration.

Full Registration applies to people with appropriate tertiary training in nutrition, public health nutrition or other appropriate subjects and/or with relevant experience, normally three years or longer.

#### **Do I need to list non-nutrition related work experience?**

No.

#### **How long does it take to transfer from Associate Registered Nutritionist (ANutr) to Full Registered Nutritionist (RNutr)?**

The minimum requirement for acceptance as a full Registered Nutritionist (RNutr) is three years FTE additional nutritional post-graduate qualifications and/or relevant professional experience in nutrition.

**How do I choose a specialist category of full registration – nutrition (RNutr), public health nutrition (RPHNUTr) or animal nutrition (RANutr)?**

- a) Compare your qualifications and the competency or skills you already have, with the criteria for full 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.

For further information, read the Specialist Competencies in Nutrition Science document available on the website.

**What experience do I need to become a Registered Public Health Nutritionist (RPHNUTr)?**

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

**What experience do I need to become a Registered Animal Nutritionist (RANutr)?**

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

**Do I send originals or copies of my qualification certificates?**

No. Send certified copies.

Certified copies can be obtained either through your university's standard procedure (if they have one) OR by asking a notary, justice of the peace or magistrate; to countersign or stamp copies of your certificate(s). Lists of JPs can be found in your local telephone directory.

**Will the NSA recognize my overseas qualifications?**

If you hold overseas qualifications, you must have them assessed and/or validated by the Australia Government. Visit the Australian Education International website (<http://aei.gov.au/AEI/QualificationsRecognition/Default.htm>) for further information. NSA will not accept assessment or validation by any other body. Any fees incurred are at the applicant's own expense.

**What's the equivalent in terms of full-time and part-time work experience?**

Incomplete or unclear information about the type and duration of work experience is a major cause of delays in assessing applications.

Usually full-time work is five days per week, approximately 8 hours per day. Part-time work should be expressed as a fraction of full time equivalents (FTE). Work experience should be clearly expressed in your application.

As examples:

2 days per week (or 16 hours) would be 0.4 FTE

4 days per week would be 0.8 FTE

A placement for three months should be clearly stated as such, giving dates when you started and finished and FTE.

**Are qualifications from institutions other than universities accepted?**

The courses studied to gain nutrition qualifications must have sufficient nutrition science based subjects; these include chemistry, biochemistry, physiology etc.

**Do you have a list of accredited courses?**

The NSA does not accredit courses. We offer a registration system for qualified nutritionists who meet our criteria.

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

You need to provide 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 (and preferably a Registered 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. Examples include an academic, such as a personal tutor; a professional colleague, or a manager.

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

Yes. Once you have been placed on the Register and assigned a unique registration number, you will remain on the Register for three years. You will then need to apply to continue the Registration and pay the relevant fee.

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

The fee covers administration costs.

**How do I transfer from one type of Registration to another?**

Evidence must be provided that you are eligible for a transfer, either from Associate to Full Registration, or between the different types of Full Registration. You will also have to pay an administration fee.

**Will registration with NSA allow me to obtain a provider number from Medicare?**

No. The NSA Register is not intended to qualify you to practice clinical nutrition.

**What do I need to do to continue my registration?**

We recommend that you enter your continual professional development (CPD) points as you gain them on the online CPD form. At the end of the initial three year period, you will need to demonstrate that you have amassed the required number of CPD points.