



## Frequently Asked Questions

### What is an overseas professional registration?

Many professions require you to register with a professional registration provider before you are legally allowed to work. This helps maintain standards and ensures people working in the industry are adequately qualified.

### Who needs to get an overseas professional registration?

Obtaining an overseas professional registration is a time-consuming and sometimes costly process. You should only apply for one if you are certain you want to work in a specific profession in a particular country/state/province.

### How much does it cost?

Application fee varies depending on mailing location:

- \$132 within Australia
- \$182 within USA/Canada
- \$152 all other countries

Prices are in Australian dollars (AUD).

The fee payment covers:

- Academic transcript
- Clinical placement information
- Any relevant registration forms
- Completion documentation
- Postage

### What is included in the cost and why does the cost vary?

- Time required for research and collation of the necessary information
- Copying and storing of documentation
- Postage of the application and supporting documents
- Costs vary according to the country the documents need to be mailed to
- USA and Canada applications require more documentation to be supplied than other countries

### What ID verification do I need?

The University will only release information to the Alumnus or the registration body with the authorisation of the alumnus. You will need to provide a certified copy of your driver's license, proof of ID card or passport before your application can be finalised. If you have changed your name since graduation, you will also need to provide a certified copy of your change of name documentation.

### **How long does it take for approval?**

Provided that the relevant paperwork and processing fee has been submitted, your application and the information supplied by the faculty will be forwarded within 8 weeks. You will be notified when your application has been processed.

### **Why does it take 8 weeks?**

Collating all the required information for your overseas professional registration can be a time-consuming and complex process. It usually requires input from multiple areas of the University, preparation of official documents, and sometimes retrieval of archived information. Because of this, most Overseas Professional Registration applications take eight weeks to complete.

### **How can I follow up on my application?**

Applications will usually take 8 weeks to be processed by the Faculty of Health Sciences. If you have not been notified within this period that your application has been processed, please contact the Faculty of Health Sciences to check on the progress of your application by email: [fhs.overseasregistration@sydney.edu.au](mailto:fhs.overseasregistration@sydney.edu.au) or 9351 9584.

### **What happens if I already have one overseas professional registration, but would like to apply for professional registration in another country/state/province?**

You will need to complete a new application including payment of the required administration fee.

### **I have not yet completed my course, can I still apply?**

The University will not be able to complete the application process until all your grades are finalised and appear on Sydney Student

### **What if I have paid by accident and no longer require Overseas Registration?**

When a graduate of the University erroneously pays for an Overseas Registration application online, they are eligible to apply for a refund\*.

If a student has applied for Overseas Registration and paid in error or they are ineligible to apply for an overseas registration a refund may be requested. If you have any queries regarding requesting a refund, you can contact the University's Cashier Office at [finance.remit@sydney.edu.au](mailto:finance.remit@sydney.edu.au).

*\*Please note that this is assuming the error or change of mind takes place before Learning & Teaching have issued/mailed out any documentation that is covered by the Overseas Registration fee. Otherwise the applicant is ineligible for a refund.*