

# Fact sheet

## Proof of identity requirements

May 2019



Aboriginal and Torres Strait  
Islander health practice  
Chinese medicine  
Chiropractic  
Dental  
Medical  
Medical radiation practice  
Nursing and Midwifery  
Occupational therapy  
Optometry  
Osteopathy  
Pharmacy  
Physiotherapy  
Podiatry  
Psychology

Australian Health Practitioner Regulation Agency

### Applying for registration from within Australia

All applicants must provide sufficient evidence of their identity when applying for registration being:

- one document from each category A, B and C, and
- one document from Category D if the document supplied for category B or C does not contain evidence of a current Australian residential address.

The name displayed on the Category A document will be the name used for registration and will be published on the [Register of practitioners](#).

### Evidence for a change of name or name variation

You must attach to your application a certified copy of evidence of a change of name if:

- you have ever been formally known by another name(s), or
- any of the documents you provide in support of your application is in another name(s).

Evidence could include a marriage certificate, change of name certificate, or deed poll. A [Commonwealth of Australia Statutory Declaration](#) may only be used to explain the reason for a name variation, not for change of a legal name.

### Applying for registration from outside of Australia

If you are an overseas applicant and are unable to provide evidence from each category, you must meet the **minimum identity requirements** below:

- a certified copy of a passport (an EU card is not acceptable), and
- if you have ever been formally known by another name, or if your documents provided in support of your application are in another name, you must provide a certified copy of evidence of a change in name. See [Evidence for a change of name or name variation](#).

If you have met the minimum identity requirements and have submitted a complete application (all supporting documentation provided and declarations made), your application will be assessed and you will be advised whether you are eligible for registration.

Overseas applicants eligible for registration who only provide the minimum identity requirements must present in person at an AHPRA office before registration will be granted.

Presentation is to be within the specified timeframe as advised in the notice of in-principle approval and with the following evidence:

#### If you arrived in Australia within the previous six weeks:

- Current Australian visa and proof of date of arrival (e.g. entry stamp, boarding pass or itinerary documents) plus:
  - evidence of your current Australian residential address, or
  - an original signed statement from a prospective

Australian employer/sponsor verifying your identity, or

- an original offer of Australian employment.

#### If you arrived in Australia more than six weeks before presenting at an AHPRA office or you are unable to demonstrate that you arrived in Australia within the previous six weeks:

- Evidence that meets the requirements in categories A, B, C and D.

### International medical graduates applying for limited, provisional or specialist registration

The Medical Board of Australia requires that international medical graduates<sup>1</sup> present in person to an AHPRA office, with their proof of identity, if they have not been previously registered as a medical practitioner with limited or provision registration under the National Registration and Accreditation Scheme before registration will be granted for limited, provisional or specialist registration.

#### General criteria

- Any documents that cannot be verified using greenID™ must be certified copies of the original as per AHPRA's [Certifying documents guidelines](#).
- All documents not originally written in English must be translated as per AHPRA's [Translating document guidelines](#).
- At least **one** document must include a recent photograph (see Category B).
- At least **one** document must be in the applicant's current name.
- You must only use each document once for category A, B or C.

#### Verifying identity – online applications

AHPRA uses an electronic platform, greenID™, to assist with real time, online verification of identity documents against government data sources [Document Verification Service (DVS)]. For select online applications, individuals may upload ID documents for verification through greenID™ as part of the application process. Documents verified using greenID™ do not need to be certified in line with AHPRA's guidelines. The following documents can be verified using greenID™:

- Australian Birth Certificate
- Australian passport
- New Zealand passport
- Australian visa
- ImmiCard
- Australian citizenship certificate
- Australian passport
- Australian motor vehicle licence
- Australian marriage certificate
- Australian name change certificate

<sup>1</sup> International medical graduates (IMGs) whose medical qualifications are from a medical school outside of Australia or New Zealand and who are seeking registration to practise medicine in Australia.

## Proof of identity evidence

Category A: Start of identity	
Document	Explanation/description
Australian birth certificate	Full Australian birth certificate or adoption certificate
Australian passport	Current Australian passport or expired Australian passport which has not been cancelled, and was current within the preceding three years
New Zealand passport	Current New Zealand passport. Only for applications made under the <i>Trans Tasman Mutual Recognition Act</i>
Australian visa	Australian visa current at time of entry to Australia, showing your name and in combination with a current foreign passport
ImmiCard	Current ImmiCard or an expired ImmiCard which was current within the preceding two years
Australian citizenship certificate	Australian citizenship certificate in applicant's name or former name
Category B: Link between the identity and person by means of photo and signature	
Document	Explanation/description
Australian passport	Australian passport as above
Australian motor vehicle licence	Current Australian driver's licence issued by commonwealth, state or territory
Australian Working with Children/ Vulnerable People Card	Current Working with Children/Vulnerable People check card
Foreign passport	Current foreign passport or travel document
Australian firearms or shooter's licence	Current Australian firearms or shooter's licence showing signature and photo
Australian student ID card	Current student ID card issued in Australia showing photo
International or foreign motor vehicle licence	Current international or foreign driver's licence showing signature and photo
Australian proof of age card	Current proof of age card or photo identity card issued by a Australian government agency in applicant's name with signature and photo
Category C: Evidence of the person operating in the Australian community and their identity	
<i>Category A or Category B document that has not already been used may be used as a Category C document</i>	
Document	Explanation/description
Australian government benefits	Evidence of a right to an Australian government benefit (DVA or Centrelink)
Academic transcript	Academic transcript from an Australian university or institution, issued in Australia
Australian registration certificate	Current registration certificate from a non-health profession's regulatory body
Australian financial institution account	Current financial institution account details in the form of: <ul style="list-style-type: none"> <li>• credit or ATM card</li> <li>• bank statement, or</li> <li>• letter from bank advising of account details</li> </ul>
Australian Medicare card	Current Medicare card
Australian PAYG payment summary	PAYG payment summary less than two years old with tax file number
Australian motor vehicle registration	Current motor vehicle registration in Australia
Australian Taxation Assessment Notice	Taxation Assessment Notice less than two years old
Australian insurance policy	Current insurance account details in the form of: <ul style="list-style-type: none"> <li>• insurance membership card, or</li> <li>• policy schedule</li> </ul>
Australian pension / healthcare card	Current pension or healthcare card
Category D: Evidence of the person's identity at their current Australian residential address	
<i>Category B or C document containing evidence of a current Australian residential address which has already been used may be used as a Category D document</i>	
Document	Explanation/description
Australian rate notices	Paid rate notices less than 12 months old
Current Australian lease or tenancy agreement	Current lease or tenancy agreement
Australian utility account	Utility accounts (gas, water, electricity) less than 12 months old
Australian electoral enrolment card	Proof of electoral enrolment in Australia