

# New Graduates



## *A guide for New Zealand graduates*

After graduation, and if you intend to practise in New Zealand, you **MUST** register with the Board and hold an APC.

Registration with the Board is a one off process, whereas you will be required to renew your APC each year you are practising in NZ.

**Please note:** A criminal convictions record from the Ministry of Justice is required as part of your application for registration. It is recommended you apply for your record early as they can take up to 4 weeks to receive: for more information visit [www.justice.govt.nz](http://www.justice.govt.nz).

## Required documents

- ✓ A certified copy of your qualification. A photocopy may be certified as a true copy by a solicitor, Notary Public, Justice of the Peace, or an Officer of the Court; and
- ✓ Two Certificates of Good Character (one professional and one personal)
- ✓ Evidence of name change if applicable; and
- ✓ A criminal convictions record that is no more than three months old; and
- ✓ A passport-style photograph signed and certified to be a true likeness of yourself.

The Board understands you will not receive your qualification certificate until graduation.

The Board will process your completed application once confirmation has been received from the education provider that you have passed the course and qualify for graduation.

Once your registration has been approved you must apply to the Board for an annual practising certificate (APC) in order to be allowed to practise.

## How to register with the MRTB

Go to [www.mrtboard.org.nz](http://www.mrtboard.org.nz) click on “**Register Online**” and follow the instructions.



## Payment

Check the Board's website for current fee prices.

## Annual Practising Certificates

Once registered you will need to apply for your APC before you begin practising.

Applying for your APC is easy; go to the website and click on the "Apply for APC" button.

### Annual Renewal

APCs need to be renewed each year you intend to practise in New Zealand. You will need to use the on-line application found on the website.


## Declarations

As part of your application you will be required to complete a series of declarations, these must be answered truthfully.


## Keeping in touch


Once you are on the register you have a legal requirement to notify the Board of any changes to your residential, postal or work addresses within one month of the change. You can do this by logging into "**My Profile**" on the website.

Please note, email addresses must be emailed to [mrt@medsci.co.nz](mailto:mrt@medsci.co.nz) as they cannot be updated through the "**My Profile**" portal.

 [mrt@medsci.co.nz](mailto:mrt@medsci.co.nz)

 [www.mrtboard.org.nz](http://www.mrtboard.org.nz)

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The Medical Radiation Technologists Board is responsible to the Minister of Health for administration of the Health Practitioners Competence Assurance Act 2003 in respect of the profession of Medical Radiation Technology (medical imaging and radiation therapy).

The primary responsibility of the Board is to protect the health and safety of the New Zealand public by ensuring practitioners registered in the profession of Medical Radiation Technology (medical imaging and radiation therapy) are competent and fit to practise.

