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|  | Early Childhood Teacher Registration |
|  | April 2015 |

As of 30 September 2015, persons employed as early childhood teachers in Victoria will need to be registered with the Victorian Institute of Teaching (the Institute), or will need to fall within a valid exemption from this requirement.

Transitional provisions simplify the process of registration for persons currently or recently employed as early childhood teachers.

## Current Early Childhood Teachers

Any person employed or engaged at any time in a paid or voluntary capacity as an early childhood teacher in the period between 1 October 2013 and 30 September 2015 who applies for early childhood teacher registration by 30 March 2015 will be determined to have met the professional standards requirements of registration. Other requirements **will still need to be met**, including demonstrating achievement of a qualification approved or recognised by the Australian Children’s Education and Care Quality Authority (ACECQA), and a satisfactory criminal record check.

## How to Register

Up to 3 months prior to 30 September 2015, qualified early childhood teachers will be able to begin their application for registration to the Institute.

The registration process for teachers applying under the transitional provisions involves:

* Completing an online application form
* Providing consent for the Institute to undertake a National Police History Check on your behalf (please note: there will be no fee for the National Police History Check for all currently qualified early childhood teachers applying for registration under the transitional provisions)
* Paying the registration fee, which will be equivalent to the registration renewal fee applying in September 2015 - expected to be approximately $91.
* Sending the required supporting documents to the Institute. This documentation includes: application confirmation pages; evidence of a qualification approved or recognised by ACECQA for early childhood teaching; and certified proof of identity documents.

You may also be required to provide other information such as: an overseas criminal record check; evidence of English language proficiency; or evidence of previous early childhood teaching.

Teachers who are eligible to register under the transitional provisions will be granted early childhood teacher registration (“full” registration).

## Early Childhood Teachers qualifying after September 30

Early Childhood teachers who qualify after 30 September 2015 will apply for early childhood provisional registration through the Institute. These teachers will need to meet all the requirements for teacher registration and pay the Initial Teacher Registration fee and the National Police History Check fee. While provisionally registered, they will need to complete a documented process to show that they meet the professional standards requirements for registration.

## Further Information

To receive regular updates, early childhood teachers are invited to submit an Intent to Register form to the Institute, which can be found at the following link: [www.vit.vic.edu.au](http://www.vit.vic.edu.au)

Further information about the registration process including frequently asked questions is also available on the VIT’s website at: [www.vit.vic.edu.au](http://www.vit.vic.edu.au)