

CHECKLIST

Please ensure that you have provided the following information:

- ☐ Names, phone numbers and email addresses of two referees sent to <mailto:ebsmid@op.ac.nz>
- ☐ Certified proof of identity and residency (if new to Otago Polytechnic)
- ☐ Certified copies of your academic transcripts, including **all** tertiary transcripts.
- ☐ Essay (1500-2000 words) along with a signed declaration
- ☐ Curriculum vitae
- ☐ Language declaration, signed.
- ☐ Conviction declaration, signed
- ☐ Health declaration, signed
- ☐ Immunisation agreement, signed
- ☐ First Aid declaration, signed
- ☐ Transportation declaration, signed
- ☐ Privacy declaration, signed

- ☐ For applicants for whom English is not their first language
 - IELTS score **OR** documented evidence to show you meet the exemption criteria
- ☐ For Registered Nurses or other Health Professionals
 - Copy of Annual Practising Certificate
 - Certificate of Good Standing arranged to be sent by regulating authority directly to the School of Midwifery

Reminder: We will not consider your application until we have received all of the required information, including referee reports.