

Quick Start Guide

Transitioning to full registration



In order to move to full registration a provisionally registered teacher must make an application to the Queensland College of Teachers (QCT). Within the application there is an *Assessment against the Australian Professional Standards for Teachers* (Assessment) and a *Recommendation for Full Registration* (Recommendation). The Assessment and Recommendation must be completed by a Reviewer*.



To be eligible for full registration

A teacher must have completed **one year** (200 days) of teaching in an acceptable setting

Prepare

Before applying to move to full registration a teacher must:

- Inform their Reviewer* of their interest in making the transition to full registration.
- Become familiar with the *Australian Professional Standards for Teachers* at the Proficient career stage ([the Standards](#)).
- Prepare evidence demonstrating achievement against the Standards.

Provisionally registered teachers relying on supply and contract work may take longer to complete the process of moving to full registration. The QCT has identified [strategies for supply teachers](#) to progress to full registration.

RESOURCES [Fact Sheet](#) | [Policy](#) | [Australian Professional Standards for Teachers](#) | [Evidence Guide](#)



Reviewer*

*A Reviewer is a Principal, a Deputy Principal with delegated authority from the Principal, or in the case of another acceptable setting, an appropriate person with full registration as approved by the QCT.



Provisionally Registered Teacher

Log in

To access the application form the teacher or school should **log in** to their online service accounts using their **username** and **password**. Follow the link to the *Application for Moving from Provisional to Full Registration* form.



Either the school or the teacher can initiate the process.

Commence the application

Assessment

The Reviewer makes an Assessment against the Standards. Evidence is provided by the teacher to the Reviewer to demonstrate achievements against the Standards.

Recommendation

The Reviewer makes a Recommendation which is sent to the teacher. The teacher will need to log back into their online services account to respond to the Recommendation.

Declaration

Submission

The teacher then submits their *Application for Moving from Provisional to Full Registration* form to the QCT.



Contact us

07 3377 4777

or call 1300 720 944

GPO Box 702
Brisbane Qld 4001 Australia

Email: enquiries@qct.edu.au



www.qct.edu.au