

EXPLANATORY NOTES

Associate Registration is for those who have recently graduated with a three-year Bachelor degree (nutrition) or equivalent qualification but have not yet acquired the work experience needed for full registration.

Rules

The following rules outline the requirements you must meet.

(i) Admission of Associate Registered Nutritionists

Candidates wishing to become Associate Registered Nutritionists will submit their completed application form which will go before the Nutrition Registration Panel (See Rule 6(g)). The application form will include details of qualifications, intended field(s) of expertise and the name and appropriate details of their proposed Mentor.

j. Definition of Associate Registered Nutritionist

In New Zealand, to date, there is no legal regulation or control over the use of the title of Associate Nutritionist. However, the title of **Associate Registered Nutritionist** can only be used by those who meet the standards determined by The Nutrition Society of New Zealand.

The requirement for admission as an Associate Registered Nutritionist shall be as follows:

Applicant must possess a three (3) year Bachelors degree with a nutrition major or a nutrition minor;

OR one year of postgraduate study in nutrition (minimum is Post Grad Dip in nutrition)

AND

The candidate has a named mentor as described in j (i, ii, iii, iv).

Then on completion of the following requirements, the candidate can continue as an Associate Registered Nutritionist:

Completion of one (1) year of postgraduate study in nutrition (minimum is Post Grad Dip in nutrition) **OR** one (1) year work experience in nutrition.

Becoming an Associate Registered Nutritionist

Candidates wishing to continue as Associate Registered Nutritionists will submit their completed application form which will go before the Nutrition Registration Panel (See Rule 6(g)). The application form will include details of qualifications and experience during the provisional year, field(s) of expertise, details on achievement of goals set at the beginning of the provisional year, report from the candidate's mentor and the name of one referee.

In Addition for those with overseas qualifications, the onus of proof of equivalence and relevance to the practice of nutrition in New Zealand rests with the applicant. Candidates must be:

- a New Zealand citizen or,
- a permanent resident of New Zealand or,
- a holder of a Student Visa (Mentored year must be completed in New Zealand) or,
- a holder of a New Zealand temporary work permit and
- **a current paid up member of the New Zealand Nutrition Society**

Nutrition Mentor

- i. A mentor is a Registered Nutritionist, Registered Dietitian or nutrition professional who is recognised and respected in the field of nutrition, with at least 5 years work experience. They have a passion for the profession and are committed to guiding new graduates. It is recommended to find a mentor who has experience in the applicant's field/s of interest. If the applicant works in practice, the mentor should be experienced in providing dietary advice to clients. If this is not possible, the applicant will also need to find a supervisor as well. It is preferable that your mentor is not your boss.
- ii. Mentors will have a wealth of knowledge, expertise and experience that enables them to support and guide the new graduate's development along their career pathway, whether that is higher education or entry into the work force.
- iii. The mentor could be in paid work, voluntary work or retired.
- iv. Their role is to provide guidance, to ask questions, to challenge, and to facilitate exploration, risk taking and professional growth in an environment that is safe, encouraging, supportive and affirming. They will also act as role models.
- v. Mentoring should cover the goals of candidate, continuing competency, issues faced at work or study and solutions. The mentor and candidate should document the outcome of each meeting.
- vi. The mentor should meet at least every 2 months with the new graduate. These main meetings should be face-to-face, via skype or phone rather than via email.

Becoming an Associate Registered Nutritionist

- vii. Mentoring report: The final report should review progress, nutrition expertise, continuing competency, achievements, challenges and solutions, any concerns of the mentor, and if they consider the candidate should be considered to continue as an Associate Registration. This report must be submitted by the mentor when the candidate applies for Stage 2 Associate Registration after one year (or equivalent) of mentoring.

Documentation required in application:

NB: *without the required documentation, applications will not be processed.*

- * Application forms to become an Associate Registered Nutritionist: Stage 1, Stage 2
- * Permission slip for details to go on the Nutrition Society website (Stage 2)
- * Mentor report sheet
- * Code of ethics
- * Continuing competency record sheets
- * Goals: qualifying period
- * One copy of academic transcript
- * Please provide **one** copy of application form and supporting documentation.

Process

Stage 1: Associate Registered Nutritionist

- Complete the application form (Stage 1: Associate Registered Nutritionist) which requires information on qualifications, your intention on how to meet the criteria during the qualifying period, your mentor (qualifications, expertise etc), and details of the proposed mentoring (form of communication, frequency).

Qualifying period: working or studying

- A candidate is expected to be working in a nutrition-related role or working towards a nutrition-related post-graduate qualification in the first year. If the candidate is working part time then it may take more than one year to meet the work experience criteria. Goals will be set at the early stages with the mentor.

Stage 2: Application form:

This is completed 1-2 years after initial application.

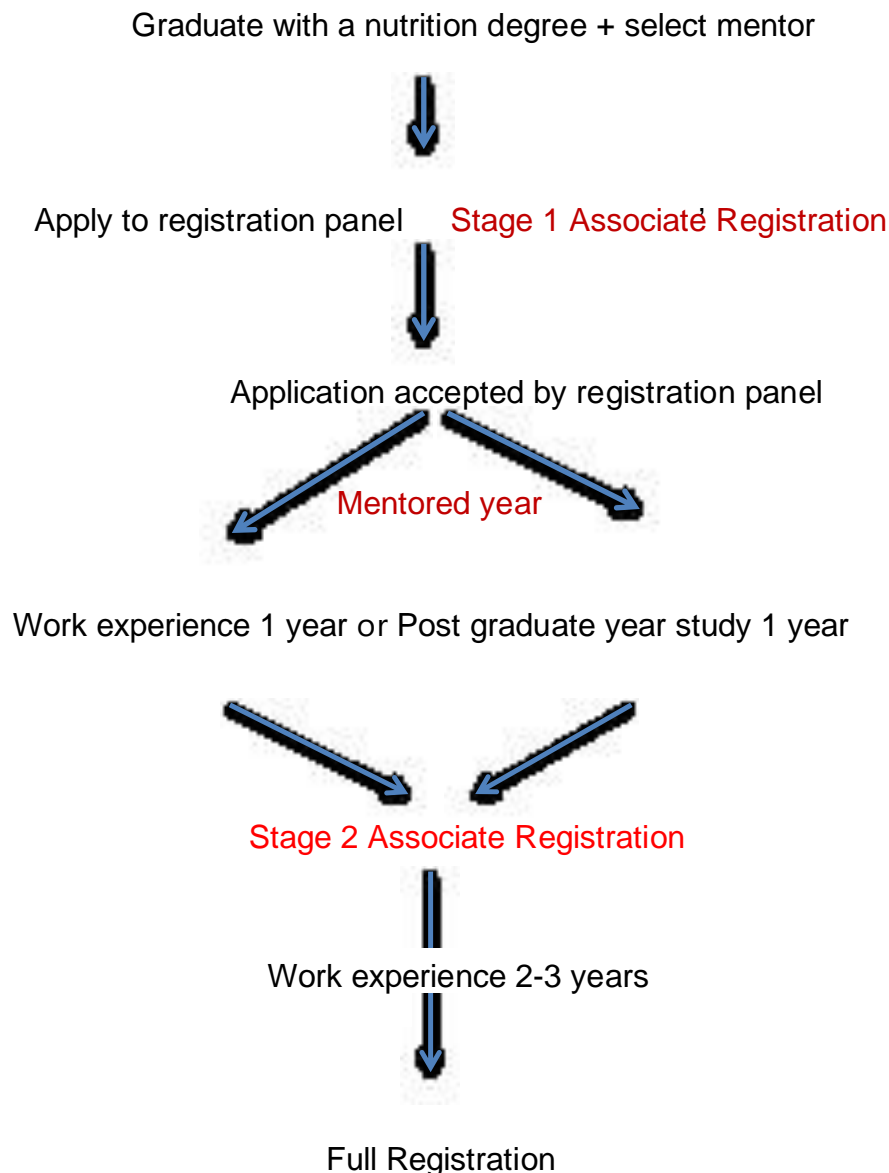
Becoming an Associate Registered Nutritionist

- Complete the application form (Stage 2: Application for Associate Registration) which requires an outline of study or employment stating key roles, any key achievements, if and how the candidate met their goals and continuing competency records. The mentor will complete a report form.

Apply for full registration

- It would be expected that an Associate Registered Nutritionist would apply for full registration within two years of gaining registration and must apply within 5 years.

Overview



Becoming an Associate Registered Nutritionist

Continuing Competency Requirements

All members of the Society who obtain admission as Associate Registered Nutritionists are expected to record activities which maintain continuing competency. See the *Guidelines for Continuing Competency*.

Cost

- The application fee for Associate Registration is \$110 of which \$70 is a non-refundable application fee, and \$40 for the first year of registration (+ \$45 Nutrition Society student membership subscription).
- The application fee would be paid on initial application (Stage 1 associate registration), **not** on Stage 2 Associate Registration.
- The annual fee of \$85 covers \$45 society membership (student rate) + \$40 registration fee. This fee would be paid on application to become an Associate Registered Nutritionist (Stage 2) and annually until application for full registration as a Registered Nutritionist. If your application for Associate Registration is unsuccessful the \$40 will be refunded.
- The Candidate must be a member of the Nutrition Society before submitting the Stage 1 application form.

It is strongly advised that you contact the Registrar to clarify your eligibility before proceeding with the application.

Please complete the relevant application form (either Stage 1: Application for Associate Registration, or Stage 2: Application for Associate Registration) and email to the Registrar as a word document with the necessary attachments.

Applications for registration close twice yearly on 28 February and 31 July. All information collected on the application form is confidential to the Registration Panel. The information on your application form will remain on a database with the Registrar. For those applying for Stage 2 Associate Registration, the permission slip attached to the registration form asks for the details you agree to release, this is all that is given to those interested in the Register.

Registrar Email:

registration@nutritionsofnewzealand.ac.nz