

## 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.