

Please complete and return this form to NZOIA

~ alternatively, contact the NZOIA office (email - ao@nzoia.org.nz) for your login and password for the members only section of the NZOIA website and you can complete the revalidation, registration and payment process, online.

NZOIA - ANNUAL REVALIDATION & REGISTRATION for 2009/2010

Please complete and post to: NZOIA, PO Box 11090, Manners Street, Wellington 6142

Full name & address: email:
.....
ph-work
.....
ph-home
.....
mobile
.....

Qualifications:

Annual Revalidation & Registration Questions (please circle)

- 1. Are you engaging in work, personal recreation or contact with other professionals that is contributing to your currency as an instructor? YES / NO
2. Do you hold a current first aid certificate? YES / NO. If no, you will need to confirm with the NZOIA office that you have a valid certificate before your registration card is sent out to you. Registration is considered valid only if you have a current first aid certificate.
3. Have you had any criminal convictions in the past 5 years? YES / NO Please detail on reverse. If you have a conviction and are unsure whether it might be relevant please contact NZOIA to discuss.
4. Do you have any medical condition that might impact on your suitability as an outdoor instructor? YES / NO Please detail on reverse. If you have a medical condition and are unsure whether it might be relevant please contact NZOIA to discuss.
5. Is there anything else that you are aware of that might impact on your suitability as an outdoor instructor? YES / NO Please detail on reverse. If there is something and you are unsure whether it might be relevant please contact NZOIA to discuss.

Payment of your fees and the completion of the revalidation & registration questions above may be made online on the NZOIA website.

First step - complete the online return at: http://www.nzoia.org.nz/member_only/return.asp

Second step - make payment by credit card at:- http://www.nzoia.org.nz/member_only/payments.asp

OR by:

- Cheque - please return this document with your cheque - if you don't complete the online form.
Credit Card - please return this document with your credit card details - if you don't complete the online form.

CREDIT CARD details:

Card type: Visa - MasterCard - Other
Name (as on card):
Card No.
Expiry Date /
Amount Payable: \$

NZOIA membership: Membership of NZOIA is an entitlement provided to all instructors, guides and leaders who revalidate and register their NZOIA qualifications, at no additional charge. Please indicate if you wish to be a member of NZOIA and receive member benefits.

Yes, I wish to be a NZOIA member [] No, I do not wish to be a NZOIA member ** []

Authority: The NZOIA website "Instructor Search" lists all current registered members and the qualifications they hold. Please indicate if you wish for your contact details ** to be included in the "Instructor Search".

Yes, include my contact details [] No, do not include my contact details []

** contact details (address, phone numbers & email) will not shown for non-NZOIA members.

Signature: Date:/...../.....

REVALIDATION AND REGISTRATION NOTES

1 July 2009

From 1 July 2009 there are a number of changes to the NZOIA membership structure. The most significant of these is that for existing holders of NZOIA qualifications there will be an annual revalidation fee plus a registration fee for each qualification, but no membership fee. Membership will now be provided as a free entitlement to all people who revalidate and register their NZOIA qualifications. This change has been made necessary with the introduction of registration, in order to comply with current legislation regarding non-compulsory unionism. You will see on your attached renewal form an option to select membership or not as you choose.

With the introduction of the new leader level qualifications we have provided a lower revalidation fee structure for holders of only these qualifications.

For the **1 July 2009 – 30 June 2010** membership year, the fees payable to NZOIA are as follows:

Annual Revalidation Fees		\$
Instructor level qualification holders		100.00
Students with instructor level qualifications		50.00
Leader level qualification holders		50.00
Students with leader level qualifications		25.00
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Qualification Registration Fees		
Instructor and leader level qualifications	No. of qualifications	
	1	40.00
	2	80.00
	3 or more	120.00

Notes:

1. For the purposes of the above only the following new qualifications are classed as leader level:
 - Abseil Leader
 - Climbing Leader
 - Bush Walking Leader
 - Kayak Leader

2. If you hold two qualifications in the same discipline (i.e. Bush 1 & Bush 2, or Alpine 1 & Alpine 2), a registration fee is only payable for the higher level qualification (Bush 2 or Alpine 2).

3. If you hold both leader and instructor qualifications the annual revalidation fee is at the instructor level.

Online Annual Revalidation and Registration Renewal

Now that the annual revalidation and three yearly revalidation refresher workshop process has been finalised and advised to members, we have made some enhancements our member-only website in respect of qualification information. In addition to showing the actual qualifications that you hold, you can now see the date(s) by which your individual qualifications need to be re-validated. (In accordance with the information contained in the booklet - A Guide to NZOIA Qualification's Revalidation and Registration - recently provided to all members.)

3.

Note to people with qualifications gained prior to July 2006

It should be noted that the revalidation dates on the website in your personal information are those by which individual qualifications need to be revalidated.

However, **members with two or more qualifications that are listed as being due on the 31 December 2010**, should carefully note paragraph 4 on page 11 in the booklet 'A Guide to NZOIA Qualification's Revalidation and Registration'.

Members with two or more qualifications only need to revalidate ONE of their qualifications by 31 December 2010 (it's the members choice which one is revalidated). As soon as one qualification is revalidated, the remaining qualification(s) will have their revalidation dates extended to 30 June 2012 - in effect an additional 18 months will be available to complete revalidation of all qualifications.

From 1 January 2010, should revalidation and registration lapse, renewal in a future year will require:

- A rejoining fee of \$150 in addition to the annual revalidation and registration fees.
- If any or all of your qualifications were gained since 1 July 2006 you will be automatically registered for these.
- If any or all of your qualifications were gained between 1 July 2004 and 1 July 2006 you will be required to successfully complete revalidation fresher workshops for each of these, after which they will be registered.
- **If any or all of your qualifications were gained prior to 1 July 2004 you will need to resit the assessment.**

Should you have any questions regarding any of the above please to contact the NZOIA office.

Revalidation Refresher Workshops

The scheduled dates for **Refresher Workshops** are shown in the **Training Calendar**, which is published in the NZOIA Quarterly and on the NZOIA website (www.nzoia.org.nz/training/training_calendar.asp) and they are shown as "Refresher" and noted as "for NZOIA members only". The training calendar will be updated from time to time with additional dates added for the various disciplines.

An **application** to attend a Revalidation Refresher Workshop, can be made ONLINE via the members-only section of the NZOIA website at:- http://www.nzoia.org.nz/member_only/refresher_course.asp