

Fit and Proper person requirements declaration

The Fit and Proper Person Requirements Declaration is required by Provider Registration Standard 1.2 for:

- All members of the Governing Body
- All 'key personnel' of the applicant

Copy the table as many times as required

Name:	
Governing Body or Key Personnel Position:	
Responsibilities:	
Address:	
1. Have you been convicted of an offence against a law of the Commonwealth or of a state or territory?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you ever been found to have breached a condition of any previous higher education registration protocols, at any higher education provider in which you have been employed as key personnel and/or member of a governing body?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Have you ever been found guilty of an act of professional or academic misconduct?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Have you ever become bankrupt, applied to take the benefit of a law for the benefit of bankrupt or insolvent debtors, compounded with your creditors or assigned your remuneration for the benefit of creditors?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Have you ever been disqualified from managing corporations under Part 2D.6 of the Corporations Act 2001 (Cwlth)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
6. (a) Have you ever provided a state or territory registering body and/or TEQSA with a false or misleading information or made a false or misleading statement to a state or territory registering body or TEQSA?	<input type="checkbox"/> Yes <input type="checkbox"/> No
(b) If the answer to 6(a) is yes, did you know that the statement made or information provided to the state or territory registering body or TEQSA was false or misleading?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7. Have you ever been found not to meet the fit and proper person requirements for the purposes of the National Vocational Education and	<input type="checkbox"/> Yes <input type="checkbox"/> No

Training Regulator Act 2011 (Cwlth)?	
8. Do you consider there to be any matter which could lead the public to lack confidence in your ability, or that of the entity, to provide or assess higher education qualifications?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered 'yes' to any of the questions 1–8 additional information is required. For each question you answered 'yes' to, create a separate table and provide further details.

Question:	
Details:	

Have you ever been key personnel or a member of a governing body of an entity while any of the following applied to the entity:

9. Been convicted of an offence against a law of the Commonwealth or of a state or territory?	<input type="checkbox"/> Yes <input type="checkbox"/> No
10. Had its registration as a higher education provider cancelled or suspended in part or in full?	<input type="checkbox"/> Yes <input type="checkbox"/> No
11. Had a condition imposed on its registration as a higher education provider?	<input type="checkbox"/> Yes <input type="checkbox"/> No
12. Breached a condition that was applied to its registration or course accreditation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
13. Been the subject of a winding up order or had an external administrator appointed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
14. (a) Provided a state or territory registering body and/or TEQSA with a false or misleading information or made a false or misleading statement to a state or territory registering body or TEQSA? (b) If the answer to 14(a) is yes, did the entity know that the statement made or information provided to the state or territory registering body or TEQSA was false or misleading?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No

If you answered 'yes' to any of the questions 9–14 additional information is required. For each question you answered 'yes' to, create a separate table and provide further details of the breach and the entity it relates to.

Question:	
Details:	

The material in this document is true and correct to the best of my knowledge and belief. I understand that giving false or misleading information is a serious offence.

Signed by:	Witnessed by:
Signature	Signature
Print name	Print name
Title	Title
Date	Date