

Annual HASANZ Register Renewal Process

You will receive an automated email from HASANZ approximately 30 days before your profile expiry date which will prompt you to renew via your Dashboard. This email will contain links to FAQ's on the HASANZ website, in addition to a 'Contact us' button for any questions.

The cost to renew your membership is \$100 +GST, inclusive of an administration fee

The renewal process is very straightforward and will not require you to upload or update any existing information, it should take you approximately 5 minutes or less to complete. There are no approvals required from the HASANZ team or your member Association. Please see the list below for the information you will need to provide:

- ✓ Confirmation of membership of your Association
- ✓ Your Association membership expiry date (Date Field)
- ✓ Your confirmation that you continue to meet your Associations' requisite experience, CPD and additional professional practice requirements.
- ✓ Confirmation that you have the appropriate level and type of insurance for the nature and scope of your work.
- ✓ You agree to the disclaimer.
- ✓ You agree to the terms and conditions.

If you wish to change or update your competencies on your profile, we recommend that you can do this at any time throughout the year, but avoid doing so over the months of July & August, to ensure a smooth and fast processing time. If you do choose to update your competencies, please expect a longer than usual processing time.

For additional information, please see HASANZ Register FAQ's available on the HASANZ Register website. For any queries about the renewal process, please contact either register@hasanz.org.nz or cpd@nzism.org