



## Fit and proper person requirement declaration

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

- all members of the governing body of the provider, and
- all 'key personnel' of the higher education provider.

|  |  |
|--|--|
| <b>Name</b>  | [ ]  |
| <b>Governing Body or Key Personnel Position</b>  | [ ]  |
| <b>Responsibilities</b>  | [ ]  |
| <b>Address</b>   | [ ]  |
| 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 <i>Corporations Act 2001</i> (Cth)?   | <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 <i>National Vocational Education and Training Regulator Act 2011 (Cth)</i> ?    | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 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 the response was 'yes' to any of the questions 1-8, additional information is required. For each question to which the response is 'yes', create a separate table and provide further details.

|                 |     |
|-----------------|-----|
| <b>Question</b> | [ ] |
| <b>Details</b>  | [ ] |

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? | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| (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 |

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

|                 |     |
|-----------------|-----|
| <b>Question</b> | [ ] |
| <b>Details</b>  | [ ] |



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.

| <b>Signed by:</b>         |             | <b>In the presence of:</b> |             |
|---------------------------|-------------|----------------------------|-------------|
| [            ]            |             | [            ]             |             |
| (Name – please print)     | (Signature) | (Name – please print)      | (Signature) |
| [            ]            |             | [            ]             |             |
| (Position – please print) | (Date)      | (Position – please print)  | (Date)      |