

ACT TEACHER QUALITY INSTITUTE

Teacher Registration Qualifications Policy



ACT
Government



TEACHER REGISTRATION QUALIFICATIONS POLICY

WHAT IS THIS POLICY ABOUT

This policy sets out the framework for the assessment of qualifications for registration with the ACT Teacher Quality Institute (TQI) under the *ACT Teacher Quality Institute Act 2010* (the Act). The policy supports the framework of the Act that only approved and suitably qualified teachers work in ACT schools.

POLICY STATEMENT

This policy applies to any person applying for registration under the Act and to any approved teacher applying for renewal of their registration under the Act.

To be eligible for provisional, full or early childhood teacher registration the person must hold qualifications that the institute is satisfied are prescribed by regulation under the *Teacher Quality Institute Act 2010*.

LEGISLATIVE REFERENCE

The *ACT Teacher Quality Institute Act (2010)* sets the legislative basis for the principles and directions set out in this policy, specifically:

- Part 4 – Registration and permits to teach
- Part 5 – Codes of practice
- Part 8 – Notification and review of decisions.

Other relevant legislation includes:

- *ACT Teacher Quality Institute Regulation 2010*
- *Mutual Recognition (Australian Capital Territory) Act 1992*
- *Trans-Tasman Mutual Recognition Act 1997*
- *ACT Working with Vulnerable People Act 2011*.

Related TQI policies:

- *Teacher Registration and Permit to Teach Policy*.

CATEGORIES OF REGISTRATION AND PERMIT TO TEACH

There are three categories of registration, **Full**, **Provisional** and **Early Childhood Teacher** registration.

Full registration is granted to applicants who meet all the full registration eligibility requirements – see Section 32.

Provisional registration is granted to applicants who meet the provisional registration eligibility requirements – see section 33. Teachers are expected to hold provisional registration for no longer than five years.

Early Childhood Teacher registration is granted to applicants who meet the early childhood registration eligibility requirements – see Section 33A.

TQI may also grant a **Permit to Teach** and a **Restricted Permit to Teach**. These are not categories of registration but alternate authorisations for a person to teach for a specified period in a specific teaching role and are granted where an applicant does not meet the eligibility requirements for Full, Provisional or Early Childhood Teacher registration – see Section 34.

QUALIFICATIONS REQUIREMENTS

Full or provisional registration

To be eligible for full or provisional registration a person must have successfully completed a teaching qualification made

up of at least four years of full-time higher education program/s (or part-time equivalent), leading to a higher education award (*Tertiary Education Quality and Standards Agency Act 2011 (Cwlth)*), including at least one accredited pre-service teacher education program or a course of teacher education provided by a university or higher education provider that TQI is satisfied is equivalent to the above.

Early childhood teacher registration

To be eligible for early childhood teacher registration, a person must hold:

- an approved early childhood teaching qualification under the Education and Care Services National Regulations; or
- a qualification determined by the Australian Children’s Education and Care Quality Authority (ACECQA), under the Education and Care Services National Law (ACT), section 169 (7), to be equivalent to the qualification mentioned in paragraph immediately above; or
- if the person applying for registration holds a teacher registration (however described) under a corresponding law—a qualification on the list of former qualifications approved as early childhood teaching qualifications under the national regulations, section 137 (2) (a); or
- an early childhood teaching qualification accredited by a teacher regulatory authority. People holding this qualification are eligible for full or provisional registration but may choose to apply for early childhood teacher registration.

Recognised qualifications

TQI will recognise qualifications awarded by an Australian accredited higher education provider. A higher education provider is a body that is established or recognised by or under the law of the Australian Government, a State, the Australian Capital Territory or the Northern Territory.

Initial teacher education programs will be recognised where the program has been accredited by any Australian teacher regulatory authority.

Overseas higher education and initial teacher education programs will be recognised where they have been awarded by institutions listed in the Australian Government: Australian Education International, Country Education Profiles (AEI CEP) or a list or directory recommended in the CEP for that country. Where a qualification is provided from a country not included in CEP, UK NARIC will be referenced as the authoritative source of appropriately accredited institutions in that country.

Equivalent program structures

Teacher education will consist of recognised programs of at least four years of higher education study leading to the award of a degree in education/teaching or a combination of undergraduate study and graduate initial teacher education study that lead to the award of a teaching qualification as outlined below.

A recognised academic degree or equivalent diploma of at least three years duration (full-time or equivalent) together with another accredited course of initial primary and/or secondary teacher education, such as a Diploma in Education/Teaching, Graduate Entry Bachelor of Education or Master of Teaching or;

A recognised four year (full-time or equivalent) Bachelor of Primary Education, Bachelor of Education Early Childhood and Primary or Bachelor of Secondary Education qualifications or;

A recognised four year (full-time or equivalent) primary or secondary teaching double degree such as a Bachelor of Arts/Bachelor of Teaching (Primary or Secondary) or equivalent qualifications.

TQI will also accept a recognised two or three-year (full-time or equivalent) post-Year 12 initial course of primary or

secondary teacher education, such as a Trained Teachers Certificate or Diploma of Teaching, together with further recognised awarded higher education qualifications to a total combination of four or more years (full time equivalent).

A qualification determined by the Australian Children's Education and Care Quality Authority (ACECQA), under the Education and Care Services National Law (ACT), section 169 (7), to be equivalent to a recognised and approved early childhood teaching qualification under the Education and Care Services National Regulations.

Teaching and/or tertiary qualifications documentation

Final academic transcripts for each qualification are required to support a registration application. Transcripts must include the name of course, year of completion, name of institution, state or country in which it was undertaken, length of course (full-time equivalent) and evidence that the qualification has been completed. Where it is not possible to obtain final academic transcripts at the time of submitting an application, TQI may accept the degree testamur if it can be established that the award meets registration requirements, on the condition that the applicant submit the required transcript at a later date.

Overseas qualifications

Qualifications obtained in a country other than Australia (unless current teacher registration with another Australian State/Territory or the New Zealand Teachers Council is evident) will be assessed based on information sourced from the AEI CEP and/or UK NARIC.

Where teachers have met the requirements described in AEI CEP or UK NARIC for eligibility to teach in the country in which they gained their qualification, these requirements will be assessed to determine comparability to one of the program structures mentioned above.

If qualifications are not described in AEI CEP or UK NARIC, applicants must provide certification from the University or the country's Education Department or appropriate authority, indicating that the program of study was a program accredited as a higher education program in that country by the appropriate authority.

If the overseas qualifications include initial teacher education, the above certification must confirm the program was a higher education program approved for the award of a teaching qualification. A statement must also be provided to show that the program of initial teacher education required supervised teaching practice and document the number of days or hours required. These qualifications will be assessed on a case-by-case basis and may be referred to the Teacher Professional Registration Committee (TPRC) for consideration. The TPRC will consider whether the qualifications have sufficient recognised higher education study and initial teacher education.

Supervised practice teaching

All applicants other than those with an accredited initial teacher education qualification or an ACECQA approved qualification must provide evidence of completion of teaching practice undertaken as part of their initial teacher education program. For programs commenced prior to 1 January 2013, a statement confirming at least 45 days of supervised teaching practice in a school or early childhood education and care setting (dependant on the registration category applied for) must be provided on Final Academic Transcripts or in the form of a letter from the higher education institution. Programs commenced on or after 1 January 2013 will require teaching practice comparable to that prescribed by the Australian Institute of Teaching and School Leadership (*AITSL on Accreditation of Initial Teacher Education Programs in Australia - Standards and Procedures*) or ACECQA.

Where initial teacher education programs have been completed and evidence of the required teaching practice cannot be provided, post qualification teaching evidence may also be considered where appropriate post qualification supervisor assessment reports are provided.

Where initial teacher education programs have been completed in a country other than Australia or New Zealand prior to 1 January 2013, TQI will consider teaching practice days stated in the AEI CEP for the award of the teaching qualification. If the teaching practice does not meet the above requirements, evidence of post qualification teaching may

also be considered where appropriate supervisor assessment reports are provided.

Other qualifications pathways

Teaching qualifications that have been obtained through alternative pathways, such as recognition of vocational training, may be considered appropriate where a recognised University degree is awarded that would otherwise require the equivalent of four years higher education study.

Degrees awarded by Colleges of Advanced or Further Education will be accepted where it can be demonstrated that the institution was an accredited institution for the award of higher education degrees at the time the award was issued.

RECORD KEEPING

TQI record keeping is regulated by the *Territory Records Act 2002* and is managed in accordance with policies and guidelines issued by the ACT Territory Records Office.

AI RISK MONITORING AND MITIGATION

TQI recognises the emerging risks that artificial intelligence (AI) technologies pose to the integrity of qualification documentation and credentialing systems. TQI continuously monitors developments in AI technologies, particularly those capable of generating fraudulent academic transcripts, certificates, professional credentials, and supporting documentation. Our risk assessment framework is regularly updated to address emerging AI capabilities and their potential misuse in qualification fraud.

To effectively combat AI enabled fraudulent qualification documentation, TQI maintains active liaison with regulatory authorities, educational institutions, and credentialing bodies across multiple jurisdictions. This collaborative approach enables the sharing of intelligence, best practices, and coordinated response strategies to address cross-border qualification fraud schemes.

As AI technologies continue to evolve, TQI commits to maintaining an agile and responsive approach to risk mitigation, regularly reviewing and updating our policies, procedures, and technological safeguards to stay ahead of emerging threats to qualification integrity.

PRIVACY

TQI has issued a Territory Privacy Principle 5 (TPP 5) notice for the collection of personal information, in accordance with the *Information Privacy Act 2014*.

The notice is available on the TQI [website](#) and outlines:

- when personal information is collected and how it is used
- when personal information may be disclosed and the legislative authority for that disclosure
- the impact if you do not consent to supplying TQI with the information requested
- what to do if you believe that TQI has not handled your personal information correctly.

To request a copy of the TPP 5 notice in another format, please contact TQI.

POLICY INFORMATION

Approved by

The ACT Teacher Quality Institute Board.

Approval date

Current policy as approved by the Board on 23 September 2025.

Publication of policy

This policy will be published on the [TQI website](#) and made available in printed format on request. The version of the policy on the TQI website can be regarded as the policy in force at that time.

Review and changes to policy

This policy will be reviewed every three years from the date of approval, or earlier if required. All changes to the policy are approved by the TQI Board.



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