



Application for Provisional Membership 2025

Please complete this form as fully as possible. Information labelled * must be provided.

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要将文本翻译成中文（普通话），我们建议您复制文本并访问[Yandex Translate](https://www.yandex.com/translate/)。

CONTACT DETAILS

*Full Name	
Preferred name for membership listing - include designation (optional) eg Ms/Mrs/Mr	
*Physical address for listing on the website 'Teacher Search'. Please include post code	
Postal address (if different from physical address) Please include post code	
Age range	Please circle one: Under 21 21-30 31 – 40 41 – 50 51-60 61 – 70 71 +
*Email	
Phone number (landline)	
Mobile number	
Website	

PROFESSIONAL INFORMATION

1. *Please list the area(s) of musical activity in which you teach or intend to teach (see page 5). Please provide copies of your certificates or other evidence to show that you are qualified to teach in the music making field(s) you select for registration. If there are no internationally recognised qualifications in these fields, please give the name(s) and email(s)/phone number(s) of expert teachers with whom you have studied.

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2. *Please list your qualifications in musical performance. List the highest ones first (see page 6). You must supply evidence of these qualifications (including transcripts of any tertiary qualification).

Date	Qualification (<u>OR</u> year of completed university study in musical performance)

3. Are you enrolled in a course or courses or studying to gain further musical performance qualifications? If so, please list them (see page 6).

Expected date of completion	Course or qualification

4. Please list your highest qualifications in music teaching (see page 6).

Date	Qualification or university paper

5. Are you studying for further courses or qualifications in music teaching? (See page 6).

Expected date of completion	Course or qualification

6. Do you have any other qualifications that you think can contribute to your work as a music teacher? (See page 6).

Date	Qualification

7. Do you currently have any pupils? If so, please indicate [✓] the age range and current level of study of up to five of them (see page 6).

	Age 5-8	Age 9-12	Age 13-18	Older	Beginner	Intermediate	Advanced
Pupil 1							
Pupil 2							
Pupil 3							
Pupil 4							
Pupil 5							

8. If there is any other information you wish to share about your experience in music education please do so here.

9. Please send a photograph in high resolution and brief biography for our website 'Teacher Search' list: 50 words maximum - you can update this at any time.

10. Please read the IRMTNZ Code of Ethics and Student Safety Policy (condensed version) which can be found [here](#).

DECLARATION: I confirm that the information I have supplied is accurate and complete as per the checklist on page 6. I understand that I must provide IRMTNZ with a [Ministry of Justice Criminal Record](#), and that all members of the IRMTNZ are obliged to work in accordance with the **IRMTNZ Code of Ethics and Student Safety Policy** (see page 6).

*Signed.....

*Date.....

11. I have attached scans of the following documents and academic transcripts* (please note scans must be in PDF format, in black and white and resolution no greater than 300dpi otherwise they are too large to email and process). **If your certificates and transcript(s) are in a language other than English, you must provide a translated version as well as the original.**

List documents here:

If you are granted Provisional membership by the Registration Board, you can designate yourself as per the following example: Jane Doe Provisional Member IRMTNZ.

PLEASE ENSURE YOUR APPLICATION IS COMPLETE – see checklist on page 6. We advise you to keep a copy of your application.

Provisional Member Fee \$110.00 GST incl IRMTNZ GST # 21 - 071 - 161

This fee covers your Provisional Membership subscription until 31 March 2026 and must be paid before your membership can be confirmed.

Please pay by internet banking

Bank: ASB

Account Name: Institute of Registered Music Teachers of New Zealand

Account No: 12-3148-0151669-00

Code: your name Reference: 'Provisional'

PLEASE SEND YOUR COMPLETED APPLICATION FORM AND ATTACHMENTS TO
applyirmtnz@gmail.com OR PO Box 4122 Christchurch 8140

ADDITIONAL GUIDANCE

Q1

Please see below a selection of registration subjects from which prospective Associate and Provisional members can choose to apply for registration. The appropriate registration application form and supporting documentation as outlined in the form must be submitted. If there are no internationally recognized qualifications in any requested registration subjects, the applicant must provide the name(s) of expert teachers with whom they have studied. If your instrument is not listed below, please contact the chair of the Registration Board: Margaret Maw margaret.mawirmtnz@gmail.com to check on eligibility.

Applicants will be required to show their level of competence in every field requested for registration. Where formal courses and/or qualifications in that music-making field are offered by a recognized authority the applicant should indicate the highest course and/or qualification they have obtained and the authority. Where no formal course or qualification is available the Institute will seek an opinion of the applicant's ability from expert practitioners in the field.

Where applicable, please state whether your chosen instrument is jazz, or classical eg, classical saxophone or jazz saxophone..

KEYBOARD INSTRUMENTS

Piano, collaborative piano, jazz piano, electric keyboard, fortepiano, harpsichord, organ, accordion

BOWED STRING INSTRUMENTS

Violin, viola, violoncello, double-bass, jazz bass, fiddle

PLUCKED OR STRUCK STRING INSTRUMENTS (without keyboard)

Acoustic guitar, classical guitar, electric guitar, bass guitar, lyre, harp, zither, dulcimer, cimbalom

WIND INSTRUMENTS

Flute, piccolo, oboe, cor anglais, clarinet, jazz clarinet, saxophone, bassoon, recorder

BRASS INSTRUMENTS

Trumpet, cornet, french horn, trombone, tuba, cornet, flugelhorn, tenor/baritone horn, euphonium

PERCUSSION - orchestral, rock, jazz genres; specific instruments may include:

Pitched - marimba, xylophone, timpani; unpitched - drumkit, snare drum

VOCAL

Classical singing, CCM, musical theatre

TAONGA PUORO – specific instruments may include:

Flutes – kōauau, nguru, rehu, pūmotomoto, pūtorino, pōrutu

Trumpets – pūkaea, pūtātara

Percussion – pahū, pounamu

Whirled instruments – pūrerehua, poi awhiowhio

ETHNIC INSTRUMENTS - specific instruments may include:

Bowed string instruments - erhu, oud, shamisen, rababah

Plucked or struck string instruments - koto, shamisen, lute, kisar

Wind instruments - shakuhachi, bagpipes (specify the ethnicity)

Drums and percussion - djembe, tabla, daff, Kasur

GROUP MUSIC-MAKING

Vocal ensemble, choir, string ensemble, kapa haka, taonga puoro, wind ensemble, brass ensemble, chamber ensemble, concert band, rock band, Early Childhood Education.

THEORY

Classical theory (up to Grade 5), advanced classical theory (Grade 6 and above), jazz theory, theory for rock and popular music.

COMPOSITION and AUDIO PRODUCTION

Classical composition, film composition, improvisation, recording, live electronic performance, mixing, producing, post-production.

NOTE: If your music-making field is not listed here please contact the Registrar for advice.

Q2	To become a Provisional Member, you must be able to show you are a musical performer at the level of Advanced Certificate (Trinity College London) or 100-level performance music at a university (NZQA Level 5). Please attach evidence of your qualifications to your application form (black and white PDF, resolution no greater than 300 dpi). Please include your academic transcripts (official records of your study and achievements). The Registration Board requires a detailed list of the courses you have taken and your results. If there are no internationally recognised qualifications in your music-making field(s), please give the name(s) and contact details (email and/or phone) of expert teachers with whom you have studied.
Q3	To become a full Associate Member, you must be able to provide evidence that you are a musical performer at the level of, for example, ATCL, DipABRSM, AMusNZ OR 200-level performance at a University (NZQA Level 6 or above) AND be competent to teach from beginner to higher grade levels OR have completed the IRMTNZ Foundation Course. You have two years (with a negotiable extension to three years if circumstances require) to complete these requirements. We will accept the equivalent of university level teaching with the proviso that two written references are provided, and that the applicant states how long they have been teaching at university level. If there are no internationally recognised qualifications in your music-making field(s) please give the name(s) and contact details (email and/or phone) of expert teachers with whom you have studied.
Q4 and Q5	You do not have to have any teaching qualifications to be admitted as a Provisional Member. If you do, please attach evidence of your qualification (including a transcript) to your application form. If you don't, you will be provided with a mentor who will support you through enrolment in our Foundation Course. Alternatively, you can gain your ATCL (Teaching) Diploma or DipABRSM (Teaching) Diploma or complete another course that can be accepted by the Registration Board as equivalent.
Q6	Examples might be Training as a Registered Classroom Teacher, or a qualification obtained overseas.
Q7	If you enrol in our Foundation Course we will try to help you work with these students.
Q10	All Registered Members of IRMTNZ are required to provide a current (three years or less since date of issue) personal Criminal Record which can be requested from the Ministry of Justice website . The condensed version of our IRMTNZ Code of Ethics and Student Safety Policy can be found here .

CHECKLIST

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1	I have read the guidance for details about the information I need to provide.	
2	I have completed the mandatory items on the form and provided information where relevant for other items.	
3	I have signed and dated the form.	
4	I have attached scans of my qualifications, transcripts and other relevant documentation (such as pupil results, evidence of performance activities, if any).	
5	I have paid my application fee of \$100.	
6	I have requested my Criminal Record from the Ministry of Justice if I do not have a current Record (obtained within the last 3 years). I acknowledge that my application cannot be reviewed until this is provided OR My current Criminal Record is attached to my application.	