

REAPPLY FOR A NEW CYCLE OF PROVISIONAL REGISTRATION

- ✔ *I have reached the end of my 5 year cycle.*
- ✔ *I have Provisional Registration.*

You need to reapply for registration.

This is a formal process that requires you to submit an online application to the Board. Your application is assessed as a new application for registration.

In order for your reapplication for registration to be accepted by the Board and processed in time for the start of the academic year it must be:

- **made by 31 October;**
- **made by using *TRB Online*, and using payment methods approved by the Board;**
- **include any required documentation, correctly certified; and**
- **include payment that is correct and made in full.**

If a reapplication for registration is received after 31 October the Board cannot guarantee that the application will be processed and approved before 31 December.

If you hold provisional registration and do not reapply by the due date, your registration will expire and you will no longer be registered.



Take action now to receive your reminders!

To ensure you receive email reminders, log in to your *TRB Online* account now and check that your email address is up-to-date.

The Board does not post out reminder letters or renewal notices.

How do I reapply for registration online?

1. Log in to your *TRB Online* account **before 31 October**. *Please note you are an existing user.*
2. Click on the 'Reapply' button.
3. Follow the onscreen instructions.
4. Make your payment.
5. Update your personal and contact details.

Forgotten your login details?

Go to: <https://trbonline.trb.tas.gov.au/>
Click on **Existing User Login** and use the **request password reset link**.