



Understanding cycles of registration

Teacher registration is usually granted for a period of up to 5 years (a cycle of registration). Each year of the cycle of registration is subject to the payment of an annual registration fee. Some teachers pay for up to five years at application, most pay for one year at a time and must pay to continue their current cycle (pay before their financial expiry date).

Which teachers need to take action before the end of the year?

The action a teacher will need to take at the end of the year differs for each individual, depending on their type/ category of registration and their financial expiry date (**Registered Until**) and **Cycle Expiry**.

The relevant action (button) will appear in the teachers' TRB Online account after the 1st of September for renewals and reapplications. The Pay Registration button will be visible all year and will remain in a teachers account until all remaining years in a cycle are paid for. Any teacher who only needs to pay for their registration (not at the end of their current cycle of registration) can pay for their next years registration at any time during the year and don't have to leave it until the end of the year.

Type/Category of Registration	Registered Until	Cycle Expiry	Action
Full Registration	31/12/ "current year"	31/12/ "current year"	Renew Application
Specialist Vocational Education and Training	31/12/ "current year"	31/12/ "current year"	Renew Application
Provisional Registration	31/12/ "current year"	31/12/ "current year"	Reapply for Registration
All types/categories	31/12/ "current year"	31/12/ "future year"	Pay Registration
All types/categories	31/12/ "future year"	31/12/ "future year"	No action required

Please be aware that if a payment or action is not received by the financial expiry date (registered until date) registration for that teacher will expire regardless of the registration cycle expiry date.