


Police Vetting Service Instructions for Completing Form

(to support Applications for the Health & Fitness Curriculum Area)

Applicant Name: _____

1. Print Police Vetting Service Request and Consent Form in hard copy.		
2. Complete Section 2 only (see pages 2-3 of Request and Consent Form).		
<p>3. If necessary, attach copies of verified identification (ID) to the form. Please note this is only required if something has changed since your identification was verified by NMIT (e.g. name change due to marriage). If you have provided ID to NMIT you do not need to provide further identification unless specifically requested.</p> <p>A Trusted Referee* has sighted the original ID documents below, verified the photo ID is me, signed the copy of Photo ID, and provided their contact details:</p> <p><input type="checkbox"/> Primary ID document (See page 1 of Request and Consent form for types of identification accepted)</p> <p>and</p> <p><input type="checkbox"/> Another form of ID (See page 1 of Request and Consent form for types of identification accepted)</p> <p>and</p> <p><input type="checkbox"/> One of the above must be photographic and be signed by your referee with contact details of your referee included (Name, phone number(s), address, email).</p> <p>and, if applicable</p> <p><input type="checkbox"/> Evidence of name change where names differ (e.g. marriage/civil union certificate, statutory declaration, etc)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 50%; padding: 5px;"> <p><i>* The trusted referee must:</i></p> <p>✓ be over 16 years of age; and</p> <p>✓ be a person of standing in the community (e.g. registered professional, religious or community leader); or</p> <p>✓ a Justice of the Peace, or Member of the Police.</p> </td> <td style="width: 50%; padding: 5px;"> <p><i>* The trusted referee must:</i></p> <p>X not be related; and</p> <p>X not be a partner or spouse; and</p> <p>X not live with applicant.</p> </td> </tr> </table>	<p><i>* The trusted referee must:</i></p> <p>✓ be over 16 years of age; and</p> <p>✓ be a person of standing in the community (e.g. registered professional, religious or community leader); or</p> <p>✓ a Justice of the Peace, or Member of the Police.</p>	<p><i>* The trusted referee must:</i></p> <p>X not be related; and</p> <p>X not be a partner or spouse; and</p> <p>X not live with applicant.</p>
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<p>4. Sign notification to retain information:</p> <p><i>I am aware NMIT will retain the Police Vetting Service Request and Consent Form and Police Vetting Results on my records.</i></p> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 20px;"> <div style="text-align: center;"> <p>SIGN HERE: _____</p> </div> <div style="text-align: center;">  </div> <div style="text-align: center;"> <p>DATE: _____</p> </div> </div>		
<p>5. Return form to NMIT.</p> <p>Options:</p> <ul style="list-style-type: none"> a) Upload via MyNMIT b) Bring to Enrolments Team, NMIT, 322 Hardy Street, Nelson c) Post to Enrolments Team, NMIT, Private Bag 19, Nelson 7042 d) Email to: enrolments@nmit.ac.nz 		