

You may apply to become an ESSA Accredited Exercise Physiologist (AEP) using the international pathway if you:

- » Have at least four years full-time equivalent (FTE) study with a focus on clinical exercise physiology.

This may be (for example) four years which covers both exercise science and exercise physiology or three years of exercise science plus a one and half year post graduate qualification in exercise physiology.

- » Have undertaken at least 500 hours of professional practice comparable to ESSA's [practicum requirements](#) including:
 - » 140 hours of exercise science practicum
 - » 360 hours of exercise physiology practicum

NOTES

- » If you are yet to become an [ESSA Accredited Exercise Scientist \(AES\)](#), please complete the AES application process BEFORE applying for the international pathway for AEP.
- » Each stage must be successfully completed before applying for the following stage.
- » Each stage will involve payment of the relevant [application fees](#).
- » An annual **accreditation/membership fee** will apply on approval of your accreditation, following completion of all stages.

PROCESSING YOUR APPLICATION

1. The ESSA Team will review your application and confirm if all required documentation has been provided.
2. You will receive an invoice for the **application fee** on confirmation of a complete application.
3. Once the fee has been paid, your application will be submitted for assessment. The Assessment Team will contact you if further documentation is required. The assessment process takes up to 10 working days.

NOTES

- » Applications will only progress to assessment when the application form is complete, and all supporting evidence is included. Please review the application checklist at the end of this form and clearly title all files.
- » Documents not in English must be accompanied by an official translation into English, translated by a NAATI (National Accreditation Authority for Translators and Interpreters Ltd) accredited translator. All costs of translation are the responsibility of the applicant.
- » Additional fees may apply if further evidence is required.
- » Applications are assessed in order of receipt and cannot be expedited.

NEED MORE HELP?

If you have any questions, please contact the ESSA Team on +61 7 3171 3335 or admin@essa.org.au

PERSONAL INFORMATION

PERSONAL DETAILS		
Title	First name	Last name
Date of birth	Email	
Postal address		
Town/Suburb	State	Postcode
Country	Contact phone number	
Mobile	Home phone (optional)	

You must submit proof of identity with your application.

Please provide a scan or image of a **certified photocopy** of your photo identification. ESSA-approved forms of photo identification include:

- » Australian or foreign driver's licence/permit
- » Australian or foreign passport
- » Foreign National Identity Card or Travel Document issued by a foreign government, the United Nations or agency
- » 18+ Proof of Age Card issued by a State or Territory (or equivalent)
- » Student identification card and Australian or foreign birth certificate or citizenship certificate

How to certify a document:

Step One: Make a copy of the original document (e.g., licence, passport, etc).

Step Two: Take the original document and the copy to a suitable notary who can certify documents.

Step Three: Upload the certified copy of your photo ID with your application.

Examples of acceptable photo identification and a guide on suitable persons authorised to certify identification can be found by [clicking here](#).

ADDITIONAL INFORMATION	
Are you of Aboriginal or Torres Strait Islander heritage?	
No	Yes, Aboriginal
Yes, Torres Strait Islander	Yes, both Aboriginal and Torres Strait Islander
Language abilities	
Please list any spoken languages other than English:	
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SUPPORTING DOCUMENTATION
» Upload certified copy of photo identification

QUALIFICATIONS

COURSE NAME	COURSE CODE	HIGHER EDUCATION PROVIDER & CAMPUS	YEAR COMPLETED

REGISTRATION TITLE <i>(Optional)</i>	COUNTRY	REGISTRATION BODY	YEAR REGISTERED

You must submit evidence of your qualifications with your application.

Please provide:

1. Academic transcript

A **certified copy** of an original official transcript issued by your higher education provider verifying successful completion of all course requirements or that the qualification has been awarded.

For transcripts available through My eEquals, please share to ESSA at applications@essa.org.au.

If a PIN is set, please advise

NOTES

- » A testamur or graduation certificate will not be accepted in place of an official academic transcript.
- » You may need to order an official academic transcript from your higher education provider if you are applying for ESSA accreditation before graduation.
- » 'Certified copy' means a photocopy of the original document that is signed by a suitable person as a true copy of the original. Examples and a guide on suitable persons authorised to certify transcripts can be found by [clicking here](#).

SUPPORTING DOCUMENTATION

- » Upload **certified evidence of qualifications** or share to ESSA via My eEquals

PROFESSIONAL PRACTICE

PART 1

You are required to submit recognised evidence that you have undertaken at least 360 hours of professional practice in the following areas.

PROFESSIONAL PRACTICE - AT LEAST 360 HOURS	
PROFESSIONAL PRACTICE CATEGORY	FORMS OF EVIDENCE
<i>List the forms of evidence you are uploading to demonstrate how you have met the standards - the following are provided as examples</i>	
<p>At least 200 hours spread across the AEP core areas of practice.</p> <p>The two key criteria:</p> <ul style="list-style-type: none"> » A minimum of 200 total hours in these three pathology domains » You must be deemed competent in each of these pathology domains <p><i>Note: The hours do not need to be evenly split between domains.</i></p>	<p>Record of Student Engagement Forms</p> <p>Logbook</p> <p>Other</p> <p>Total number of hours evidenced</p>
<p>The remaining 160 hours may be in any area across the AEP scope of practice ensuring:</p> <ul style="list-style-type: none"> » No more than 100 hours across the niche or emerging areas of practice. 	<p>Record of Student Engagement Forms</p> <p>Logbook</p> <p>Other</p> <p>Total number of hours evidenced</p>

All hours must be verified by a suitably qualified professional AND must have been completed at a suitable work site. For further details, please refer to the [Practicum Guide](#).

PART 2

You are required to supply a copy of your most recent CV/resume to support recognition of your qualifications and/or experience in your country of origin/residence e.g. *membership of an association such as the American College of Sports Medicine (ACSM)*.

SUPPORTING DOCUMENTATION

- » Upload **professional practice evidence** table
- » Upload **appropriate professional practice evidence** documents

AEP AREAS OF PRACTICE

From AEP Professional Standards Support Guide p13

CORE	NICHE	EMERGING
<ul style="list-style-type: none">» Acute and sub-acute conditions such as non-specific musculoskeletal pain and injuries» Chronic conditions such as:<ul style="list-style-type: none">» cardiovascular diseases» metabolic diseases» chronic musculoskeletal conditions» chronic respiratory conditions» neurological conditions» Mental illnesses» Cancers» Chronic pain conditions» Healthy ageing and aged related conditions and illnesses	<ul style="list-style-type: none">» Chronic kidney conditions» Women's health» Autoimmune conditions	<ul style="list-style-type: none">» COVID-19 rehabilitation

ENGLISH LANGUAGE COMPETENCY

All individuals applying for initial accreditation with ESSA must show English language competency unless they meet an exemption. Please refer to the English Language Policy and the FAQs on the [ESSA website](#) for further information on English language competency requirements.

Q1. Do you hold a current ESSA accreditation?

Yes - Proceed to the ESSA Declarations

No - Continue to **Q2**

Q2. Do you meet an exemption under the [English Language Policy](#)?

Yes - Select your exemption category below and proceed to the next section

I have completed an ESSA-accredited course within the last two years

I have completed at least six (6) years of full-time equivalent continuous study in English in an exempt country including relevant tertiary qualifications

I have completed at least two (2) years of secondary education and relevant tertiary qualifications in English, in an exempt country - **Please provide a copy of your CV, including details of secondary and tertiary education**

No - Continue to **Q3**

Q3. Have you successfully completed an approved English language test within the last two years?

Yes, within the last two years - You have met the English language requirement. **Please provide verified evidence of your test results**

No - But I completed a test more than two years ago and I have been studying or working continuously in English. You have met the English language requirement. **Please provide verified evidence of your test results and evidence of your work/study**

No - You have not met the English language requirement. You will need to successfully complete an approved English language test before you can apply for ESSA accreditation

EXEMPT COUNTRIES

- » Australia
- » Canada
- » New Zealand
- » Republic of Ireland
- » South Africa
- » United States of America
- » United Kingdom

SUPPORTING DOCUMENTATION

- » Upload evidence of **English language competency** (if applicable)

ESSA DECLARATIONS

- » Being accepted for accreditation and/or membership requires a commitment to agree to the following declarations.
- » If you cannot meet or no longer meet the following declarations, you must notify ESSA within 7 days.
- » **Making a false declaration is a breach of the ESSA Code of Conduct and can lead to disciplinary action.**
- » More information about the declarations can be found [here](#).

CURRENT OBLIGATIONS

I certify that the information supplied on and with this form is true and correct.

FIT AND PROPER PERSON REQUIREMENTS

ESSA requires individuals to confirm they meet ESSA's [fit and proper person requirements](#) and declare criminal and ethical histories to ESSA.

I do not have any criminal history to declare to ESSA.

I do not have any prior known complaints, ethics and disciplinary investigations or penalties against me to declare to ESSA*.

If you have a Criminal/Ethical History to declare, you must tick this box and complete and upload the [Criminal/Ethics History to Declare Form](#) to your application.

**A criminal history includes all prior charges, involvement in proceedings and convictions unless they are spent convictions. An ethical history includes any prior known complaints, ethics and disciplinary investigations or penalties as determined by ESSA, other professional bodies, regulatory boards or complaint commissions.*

Ethics and disciplinary investigations or penalties include those made by ESSA, other professional bodies, regulatory boards or complaint commissions.

FUTURE OBLIGATIONS

If accepted as an Exercise & Sports Science Australia (ESSA) accredited professional and/or member, I declare:

I have read and commit to abiding by ESSA's [Code of Professional Conduct and Ethical Practice](#).

I commit to meeting all ESSA's [annual accreditation requirements](#) and can supply evidence upon request.

I will advise ESSA if there are any changes to my criminal or ethical and disciplinary history within 7 days of being notified.

I understand that making a false declaration to ESSA may be considered professional misconduct and may lead to disciplinary action.

SUPPORTING DOCUMENTATION

- » Upload **Criminal/Ethics History to Declare Form** (if applicable)

PRIVACY STATEMENT

Exercise & Sports Science Australia manages your personal information in line with the Australian Privacy Principles and ESSA's Privacy Policy. ESSA's Privacy Policy can be viewed on the [ESSA website](#).

ESSA may use and disclose member information as follows:

- » Accredited exercise professional details may be disclosed to Medicare Australia, Department of Veterans' Affairs, NDIS Quality and Safeguard Commission, workers compensation authorities and Private Health Insurers to ensure inclusion in relevant schemes
- » If required to do so, members' details may be disclosed to bodies authorised to investigate complaints such as health ombudsman or complaints commissioners, Sport Integrity Australia (ASADA) and sports integrity unit(s)
- » ESSA may publish information about the outcome of a disciplinary matter and notify such information to another professional body or regulatory body or agency
- » Accredited members' details are disclosed to the public on the ESSA website search function for the purpose of promoting member services. Members may opt out of having their details published on ESSA's website search function via the Member Portal on ESSA's website or in writing to ESSA
- » Contact details for members of ESSA's councils, committees or working groups may be provided to the Chair of the council, committee or working group to enable communication for the purpose of undertaking the responsibilities assigned to the council, committee or working group
- » The Verify Accreditation Search function on the ESSA website displays the full name and accreditation type/s of current and previously accredited individuals based on a name search
- » Accredited exercise physiologists' business details may be disclosed to Primary Health Networks and the National Health Services Directory for the purpose of promoting member services
- » Member mailing lists are provided to external service providers such as printers and postal services involved in the provision and maintenance of business systems and services (e.g. member magazine). Members may opt out of receiving such communication via the Members Portal on the ESSA website or in writing to ESSA
- » Delegate details are disclosed to ESSA professional development presenters
- » ESSA may confirm membership and accreditation information to international organisations, to allow registration for membership, accreditation, professional development and conferences. Such organisations include:
 - » British Association for Sport and Exercise Sciences (BASES)
 - » Clinical Exercise Physiology Association (CEPA), United States of America (USA)
 - » Sport and Exercise Science New Zealand (SESNZ)

I acknowledge this Privacy Statement.

If you do not want ESSA to release your information, you can make changes at any time through the My Account section of the ESSA website, or by contacting the ESSA National Office at info@essa.org.au