

Statement of Current Registration Status Guidelines

Effective date: 22 April 2026



Purpose

At times, teachers registered, or previously registered, with VIT require confirmation of their current professional standing, typically when seeking employment or registration in other jurisdictions. The Statement of Current Registration Status provides this formal confirmation of registration in approved circumstances.

These guidelines set out details for a person seeking to obtain a Statement of Current Registration Status (SOCRS).

Scope

These guidelines are applicable to all teachers and early childhood teachers who hold or have held registration with VIT. Where the person holds [permission to teach](#) (PTT), the SOCRS will also state explicit details including duration of grant, approved subject areas and specific school setting (if applicable).

For ease of reference, the following terms are used

- 'Teacher' includes school teachers and early childhood teachers
- 'Applicant' refers to person who has submitted an application for a SOCRS
- 'Application' refers to an application for a SOCRS
- 'Disciplinary action' refers to suspension, cancellation, caution, reprimand and the imposition of conditions by a hearing panel.

Key takeaways

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| Eligibility | A SOCRS is provided only to eligible applicants to confirm their current or previous registration status. the SOCRS provides confirmation of their professional credentials as a teacher. |
| Cost | Issuing of a SOCRS is a chargeable service . |
| Process to request a SOCRS | Eligible applicants must make a request via their myVIT account . Expected time for issue of a SOCRS is 30 days of receipt of their completed request along with the fee. |

1. Eligibility

- 1.1 An applicant for SOCRS must currently hold or have previously held registration with VIT.

Exclusions

- 1.2 A person may **not** be eligible for a SOCRS if any of the following apply
- a. their application for registration has been refused, disqualified or cancelled.
 - b. they are subject to any disciplinary proceedings or action by VIT
 - c. they are the subject of an ongoing [investigation](#) or [preliminary assessment](#) by VIT
 - d. they are the subject of a VIT hearing proceedings, and a decision has yet not been handed down.

2. Guideline principles

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| Statutory functions | Alignment with VIT's functions, including to <ul style="list-style-type: none">• recognise and regulate members of the teaching profession• consider the wellbeing and safety of children, including by taking into account community expectations. |
| Regulatory integrity and transparency | The guidelines support VIT's role in ensuring only suitably skilled individuals are registered to teach, upholding the credibility and integrity of the teaching profession. The guidelines are in alignment with applicable privacy legislation and information sharing arrangements with other jurisdictions. |

3. How to apply

- 3.1 Applications for a SOCRS can only be made by submitting a request through a person's [MyVIT account](#).
- 3.2 A fee is payable for issue of a SOCRS as set out in the [Schedule of Fees](#) approved by the Minister each year.
- 3.3 The VIT will only process those applications for SOCRS that have been completed in full (including payment of the associated fee).
- 3.4 The VIT will endeavour to issue a SOCRS within 30 days of receiving a complete application.
- 3.5 Where VIT is unable to issue a statement of current registration status based on the exclusionary criteria, this will be communicated to the applicant.

4. Contents of SOCRS

- 4.1 For eligible applicants who hold or have held any registration except Permission to Teach (PTT), the SOCRS would detail the following
- a. the applicant's name, date of birth, registration number and current registration status
 - b. the category of registration held by the applicant
 - c. the date this registration was granted and, where they are no longer registered, the date the registration expired
 - d. they were assessed as either

- o being qualified and suitable to teach under the Act
- o deemed teachers ¹(where applicable)
- o deemed to be qualified and suitable to teach if they gained registration under the *Mutual Recognition Act 1992* or *Trans-Tasman Mutual Recognition Act 1997*
- e. they are / were eligible for employment in a Victorian school and / or early childhood service
- f. that they are not currently the subject of disciplinary action by VIT; and
- g. whether the applicant has conditions on their registration (note: the details of the conditions will not be included).

4.2 For eligible applicants who hold or have held PTT (and not subsequently been granted teacher registration), the SOCRS will include the following details

- a. the applicant's name, date of birth, registration number and current registration status
- b. the category of registration held by the applicant
- c. the date this registration was granted and, where they are no longer registered, the date the registration expired
- d. expiry date of grant of permission to teach
- e. that when holding this type of registration, their PTT is limited to one or more of the following
 - o subject(s) they were approved to teach
 - o school(s) they were approved to teach in
- f. that they are not currently the subject of disciplinary action by VIT; and
- g. whether the applicant has conditions on their registration (note: the details of the conditions will not be included).

5. Refunds

5.1 Statement of current registration status fees are non-refundable.

5.2 The VIT will only consider refunds if

- a. the VIT charged the applicant incorrectly; or
- b. the applicant contacts VIT to withdraw the application prior to VIT undertaking work on the request.

6. Relevant legislation and policy

- [Education and Training Reform Act 2006 \(Vic\)](#)
- [Mutual Recognition Act 1992 \(Cth\)](#)
- [Trans-Tasman Mutual Recognition Act 1997 \(Cth\)](#)
- [Register of Disciplinary Action Policy \(VIT\)](#)
- [Suitability to Teach requirements](#)

¹ s6.1.3(3) of the Act

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