



# Limited Registration Application Form



## Veterinary Practitioners - Limited Registration

This application is for limited registration with the Veterinary Council of Ireland on the Register of Veterinary Practitioners under Section 45 of the Veterinary Practice Act 2005, as amended (“the Act”). Please read this document carefully.

**THIS FORM MUST BE COMPLETED IN FULL IN BLOCK CAPITALS AND SIGNED**

To consider this application, the Council must be satisfied of the need to effect registration under Sc. 45 of the Act (limited registration).

**Please confirm your need for limited registration by indicating with a tick (✓) one of the below mandatory reasons:**

1. To participate in the provision of approved programmes of education or further education\* (within the meaning assigned under Section 61 of the Act).
2. To participate in a disease eradication programme\* (within the meaning assigned under Subsection 45(11) of the Act).

Information about meanings assigned under the Act is available on page 10 of this form.

**The following documents must accompany this application form:**

- \*A Notarised\* scanned copy of your Academic Qualification;
- \*A Notarised\* scanned copy of your Academic Transcript
- \*A Notarised\* scanned copy of the ID page of your Passport
- \*A Notarised\* or original letter/certificate of current professional standing from all Competent Authorities you are or have been registered with. Letters/certificates submitted cannot be more than 3 months old on the day of your registration with the Council.
- Evidence of possession of relevant veterinary specialisation, specialisations, or scientific qualifications, and their translations to English, if applicable;
- Evidence of your English language competence (Further information is available on the VCI website [here](#));
- Evidence of your offer of employment by an approved provider of education or further education for the purposes of reason 1 above, OR from or on behalf of the Department of Agriculture, Food, and the Marine, on a disease eradication scheme for the purposes of reason 2 above;
- A letter submitted directly from the employer to the Veterinary Council confirming the employment and outlining the scope and limit of the practicing role, location and duration of employment, and explaining how the applicant meets the needs of the role to participate either (1) in the provision of an approved programme of education or further education or (2) in a disease eradication programme under a disease eradication scheme.

Information about requirements to submit notarised\* documents is available on page 10 of this form.

You are required to submit this limited registration application form, completed and accompanying all required documents, by email to [registration@vci.ie](mailto:registration@vci.ie). If you have a query regarding any of the required documents, please contact [registration@vci.ie](mailto:registration@vci.ie) prior to submitting your application. Incorrect documentation will cause a delay to your application.

## SECTION A – PERSONAL DETAILS

Information marked with an \* is public information and will be displayed, in addition to your registration number, in the Register of Veterinary Practitioners that is published in accordance with section 37 of the Veterinary Practice Act 2005, as amended.

### PLEASE USE BLOCK CAPITALS ONLY

<b>*Title</b>	Dr	Mr	Miss	Mrs	Ms	Other ( <i>Please specify</i> )	<input type="text"/>			
<b>*Surname(s)</b>	<input type="text"/>									
	<i>(this must be the same as shown in your passport or ID documents)</i>									
<b>*Forename(s):</b>	<input type="text"/>									
	<i>(this must be the same as shown in your passport or ID documents)</i>									
<b>Address:</b> (this will be your registered address used for all VCI postal correspondence)	<input type="text"/>									
	<input type="text"/>									
	<input type="text"/>									
	<input type="text"/>									
<b>Date of Birth:</b>	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Place of Birth:</b>	<input type="text"/>									
<b>Nationality:</b> (at present)	<input type="text"/>									
<b>Main Telephone:</b>	<input type="text"/>									
<b>Mobile Number:</b>	<input type="text"/>									
<b>Main Email:</b>	<input type="text"/>									
<b>Work Email:</b>	<input type="text"/>									
<b>Website:</b>	<input type="text"/>									

Your contact information may be displayed, with your permission, in the Registrant Extranet, see Section C.

## SECTION B – DETAILS OF QUALIFICATION AND UNIVERSITY

Information marked with an \* is public information and will be displayed, in addition to your registration number, in the Register of Veterinary Practitioners that is published in accordance with section 37 of the Veterinary Practice Act 2005, as amended.

**\*Title of Primary Veterinary Qualification (as shown on your qualification certificate):**

**Name of Awarding University:**

**Address of Awarding University:**

**Date of Award/Graduation:**

  /   /    

Details of additional or specialisation qualifications relating to your veterinary medicine qualification may be submitted with your application. Such additional information must be supported by the submission of documentary evidence.

**Titles and details of any additional qualifications, specialisations, or scientific qualifications relevant to this application:**

## SECTION C – PROCESSING OF DATA

Please note that the Veterinary Council of Ireland may process your personal data in accordance with its Data Protection Statement which can be accessed on the VCI website [here](#) or by contacting the VCI office on 01 668 4402.

***I agree that my register data (title, name, Register number, university attended, qualification obtained, and graduation year), and personal data (phone numbers, Register address, email address and website address) may be used for the purposes of:***

**Please confirm by ticking  in the relevant box**

Publication in the Registrants Extranet (this information can only be accessed by registered persons logged into the website).

Communications from the VCI (to include the VCI newsletter, consultations, information and guidance updates from the VCI, as relevant from time to time).

## SECTION D – REGISTRATION WITH OTHER BODIES

Since your qualification was awarded to you, have you practised veterinary medicine in any State or jurisdiction?

YES\*      NO

\*If yes, please provide details.

Have you been in the practise of veterinary medicine in the previous five years?

YES      NO\*

\*If no, please explain why you have not been in practise.

Are you currently or have you previously been registered with a Registration Authority outside Ireland?

YES\*      NO

\*If yes, then please provide details of each registration in the fields provided below:

**Registration Authority 1**

Registration Number

Date of Registration:

		/			/				
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Date Registration Ceased:

		/			/				
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You must provide a letter or certificate confirming your current professional status from this Registration Authority with your application. The letter/certificate must not be older than three months on the day you register with the VCI.

**Registration Authority 2**

Registration Number

Date of Registration:

		/			/				
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Date Registration Ceased:

		/			/				
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You must provide a letter or certificate confirming your current professional status from this Registration Authority with your application. The letter/certificate must not be older than three months on the day you register with the VCI.

**Registration Authority 3**

Registration Number

Date of Registration:

 /  /   

Date Registration Ceased:

 /  /   

You must provide a letter or certificate confirming your current professional status from this Registration Authority with your application. The letter/certificate must not be older than three months on the day you register with the VCI.

**Registration Authority 4**

Registration Number

Date of Registration:

 /  /   

Date Registration Ceased:

 /  /   

You must provide a letter or certificate confirming your current professional status from this Registration Authority with your application. The letter/certificate must not be older than three months on the day you register with the VCI.

**Information for Applicants:**

*Under Veterinary Council of Ireland (Recognition of Qualifications and Registration) (Veterinary Practitioner) Regulations 2022, where an applicant for registration has held veterinary practitioner registration previously with the Veterinary Council or with any licensing or registration veterinary practitioner body (“registration authority”), the application shall include:*

- a. Details of all veterinary practitioner registrations currently or previously held by the applicant, including, in the case of an applicant previously registered with the Council, the registration number associated with such registration; and*
- b. Evidence of the applicant’s good standing or current professional status in relation to all veterinary practitioner registrations currently or previously held by the applicant.*

*An applicant for registration shall not be required to include details listed at a or b where they are a new graduate of veterinary medicine and have not carried out practice since his/her qualification was awarded to them.*

*Under Veterinary Council of Ireland (Recognition of Qualifications and Registration) (Veterinary Practitioner) Regulations 2022 (S.I. No. 282 of 2022), an application for registration in the register shall include, where applicable, details of the applicant’s professional experience. An applicant may be asked to submit details of their professional experience with their application in the form of a resume or curriculum vitae (CV).*

## SECTION E – EMPLOYMENT DETAILS

This section requires you to provide details about your employment for the purpose of your application, and for the purposes of the Council’s Premises Accreditation Scheme Regulations, and Section 106 of the Act in relation to where the practice of veterinary medicine may occur.

Please provide the Veterinary Council of Ireland with information about your employment as a veterinary practitioner in Ireland. Please complete the appropriate information at either part 1 or part 2 below.

**1. I have been employed by an approved provider of education in the State to participate in the provision of an approved programme of education or further education.**

Employer Name:

Employer Address:

Employer Telephone:

Programme Title:

Role Title:

Role Description:

**2. I have been employed by or on behalf of a Minister in the State to participate in a disease eradication programme.**

Employer Name:

Employer Address:

Employer Telephone:

Programme Title:

Role Title:

Role Description:

Please confirm with a tick (✓) the below declaration in compliance with the Council’s Premises Accreditation Scheme Regulations (available [here](#)):

**For the purposes of Section 106 of the Act and the Council’s Premises Accreditation Scheme Regulations I understand that in my employment referred to in this application, I will practise veterinary medicine at a \*State Premises and/or an \*exempted place.**

*The Veterinary Practice Act 2005, as amended defines a “state premises” as a veterinary premises under the control of (a) a Minister of the Government, or (b) a local authority. The Veterinary Practice Act 2005, as amended defines an “exempted place” as a place where the practice of veterinary medicine by a registered practitioner occurs— (a) under regulations made under the European Communities Act 1972, (b) by or under an Act that relates to— (i) export or slaughter of animals, or (ii) export of meat, or (c) under regulations made under section 10.*

## SECTION F – ENGLISH LANGUAGE SKILLS

Applicants for registration with the Veterinary Council of Ireland who have obtained their qualification outside of Ireland are required to satisfy the Council that they have the necessary knowledge and competency in English to communicate effectively in the practise of veterinary medicine, in the interests of animal health and welfare, public health and public interest.

Language competency requirements are imposed for the purposes of registration with the Veterinary Council of Ireland only, and in accordance with the Veterinary Council of Ireland (Recognition of Qualifications and Registration) (Veterinary Practitioner) Regulations 2022 (S.I. No. 282 of 2022), pursuant to the EU Professional Qualifications Directive 2005/36/EC, and the European Union Recognition of Professional Qualifications Regulations 2017. An applicant for registration shall not be registered in the Register unless he or she provides acceptable evidence of language competence.

*Further information on the current VCI English language requirements for registration, including the acceptable criteria, is available on the VCI website [here](#).*

Please answer the following questions in relation to your English language competency by ticking  the relevant boxes:

**Was your veterinary degree programme taught wholly in English?**

YES      NO

*\*If yes, please provide supporting evidence with your application.*

**Can you provide evidence of living and undertaking a programme of education through English for three out of the preceding five years in a country that has English recognised as an official language?**

YES      NO

*\*If yes, please provide supporting evidence with your application.*

**Can you provide evidence of living and practising in a professional capacity through English for three out of the preceding five years in a country that has English recognised as an official language?**

YES      NO

*\*If yes, please provide supporting evidence with your application.*

**Do you have an English language certificate, with the required score, from any of the following recognised bodies or authorities:**

*(Please be advised that the VCI will only accept certificates from the following recognised bodies and certificates provided must be no older than two years on the date of submission)*

IELTS Academic Certificate – Overall band score of 7 (or above)\*

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OET Certificate – Overall grade B (or above)\*

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Cambridge C1 Advanced Certificate – Minimum grade C1 on the Common European Framework of Reference for Languages (CEFR)\*

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I do not have an English language certificate

*\*If you have achieved the required score in any of the above English language tests, please attach evidence of this to your application.*

**If you wish to advise of any additional details in relation to the information provided above on your English language skills, you may do so here:**



## SECTION G – DECLARATION BY APPLICANT

Please confirm by ticking  in the relevant box; **I, the applicant, declare that:**

I am applying for limited registration in the Register of Veterinary Practitioners under Section 45 of the Act.

I am of good character and repute and not an undischarged bankrupt.

I have not been convicted of an indictable offence in the State or elsewhere.

I have not been prohibited from practising or suspended from the practice of veterinary medicine either under Part 7 of the Veterinary Practice Act 2005, as amended or provisions corresponding to those contained in that Part in force in another State, by reason of a conviction for an offence or serious misconduct in connection with the carrying out of professional duties as a veterinary practitioner.

I will adhere to the standards for veterinary practitioners published by the Council in the Code of Professional Conduct (available [here](#)) and Continuing Veterinary Education requirements (available [here](#)), Premises Accreditation Scheme requirements (available [here](#)), and Registration requirements.

I have in place, or will by the time I start to practise, an appropriate indemnity arrangement that complies with the Veterinary Council’s Professional Indemnity Regulations (available [here](#)).

I am aware that I am under a duty to notify the Registrar of any changes to my name, address or other contact details.

The information that I have provided in this form and in any supporting documents is complete, true and accurate.

I solemnly and sincerely declare that I will, to the best of my ability, uphold the honour, dignity and integrity of the veterinary profession, that I will promote the welfare of animals entrusted to my care and that I will abide by the rulings of the Veterinary Council.

### I understand that:

If I am found to have given false or misleading information in connection with my application for registration, this may result in disciplinary proceedings or my removal from the Register.

Signed

Print Full Name

Dated this

		/			/				
DAY			MONTH			YEAR			

## SECTION H – DECLARATION FOR REGISTRATION

### Declaration by Applicant for Registration

Date: .....

I ..... having completed the limited registration process set out by the Veterinary Council of Ireland and paid the appropriate fee to apply to join the Register of Veterinary Practitioners of Ireland.

I undertake to access the New Registrant Information Pack provided on the Extranet section of the VCI website and in particular the code of Professional conduct for Veterinary Practitioners.

I understand that by signing the Register abstract below that I will have completed the limited Registration process with the Veterinary Council of Ireland and, subject to the approval of my application, my name will be entered to the Register of Veterinary Practitioners of Ireland.

### Declaration

I SOLEMNLY AND SINCERELY DECLARE, THAT I WILL TO THE BEST OF MY ABILITY, UPHOLD THE HONOUR, DIGNITY AND INTEGRITY OF THE VETERINARY PROFESSION, THAT I WILL PROMOTE THE WELFARE OF ANIMALS ENTRUSTED TO MY CARE AND THAT I WILL ABIDE BY THE RULINGS OF THE VETERINARY COUNCIL.

I confirm that have read and understand the above declaration.

Signature

Registration Number  
(OFFICE ONLY)

## Next Steps:

1. Submit the registration application form, along with the required documentation listed on page one by email to [registration@vci.ie](mailto:registration@vci.ie) OR online at [www.vci.ie/Register](http://www.vci.ie/Register).
2. Please allow at least 12 weeks for the Council to consider your application, if there is a problem with your submissions, or if we require further clarification based on the information you have provided, we will respond to you by email. Note that this may delay your application.
3. The Council will consider this application for limited registration and make a determination in respect of the application. The Council's decision will be notified to you by email as soon as possible after it is made.

*\* Please note that you are not registered until your name appears on the Register. You will be notified by this office by email when you have been entered onto the Register. If you do not appear on the Register you cannot work as a veterinary practitioner or call yourself a veterinary practitioner in Ireland.*

## \*Approved Programme of Education

A programme of study and of training that relates to veterinary medicine or veterinary nursing, approved by the Veterinary Council of Ireland under Section 64 of the Act.

## \*Approved Programme of Further Education

A programme of further education and or training for registered persons that relates to veterinary medicine or veterinary nursing or to management of a veterinary practice or veterinary nursing practice, and is intended to develop the professional knowledge, skills, and abilities of the person in relation to veterinary medicine or veterinary nursing, approved by the Veterinary Council of Ireland under Section 64 of the Act.

## \*Disease Eradication Programme

Under Section 45(11) of the Act, “disease eradication programme” means measures operated by or on behalf of a Minister to prevent, reduce risk of, control or eradicate a disease (being a disease within the meaning of section 2 of the Diseases of Animals Act 1996).

## \*Notarised Copy

If your degree and transcripts were produced in a language other than English, then you are required to provide notarised translations of these documents in your application for registration. If your original qualification and transcripts were issued by an authority or body outside of Ireland, then you are also required to provide notarised translations of these documents in your application for registration. A notarised document is one that has been certified by a notary public. A notary public is a public officer who serves the public in non-contentious matters usually concerned with foreign or international documents. Documents notarised by a notary public are acceptable for use internationally. A notary public must certify with a seal/apostille the execution in their presence of the authentication of a document. When you meet a notary, you will be required to prove your identity and place of residence. A notary public may only notarise documents in the country where their principal office is located, as appointed, for example in Ireland, a Notary Public is appointed by the Chief

Further information on finding a notary public, available on website ([www.notarypublic.ie](http://www.notarypublic.ie))