

Overseas Police Record Declaration



Commonwealth of Australia Statutory Declarations Act 1959

NOTE: This declaration applies to students who have resided overseas for more than 12 months in the past 10 years or who have been a citizen or permanent resident of a country other than Australia since the age of 16. It does **not** replace the requirement for **all** students to obtain an Australian nationally coordinated criminal history check (“police check”).

Student name: _____ **Student ID:** _____

Address: _____ **Occupation:** _____

I, the person listed above, make the following declaration under the *Statutory Declarations Act 1959*:

1. I have read and understood the Student Placements website, available online: <http://mdhs.unimelb.edu.au/study/current-students/placements>
2. I acknowledge that, in addition to this document, I am required to obtain an Australian police check each year of my clinical studies or as requested by the University.
3. I understand that I may be required to provide evidence of my police history if requested by a placement host organisation.
4. I undertake to notify the University of Melbourne (“the University”) if there are any changes to my police record, such as being investigated for, charged with, or found guilty of, a criminal offence in any country.
5. I am aware that, in some circumstances, the presence of criminal convictions might impact on my suitability to complete placement studies, and that the decision to accept students into a professional environment rests solely with the placement provider. Such convictions may also prevent me from completing my course and/or inhibit professional registration with the Australian Health Practitioner Regulation Agency (or similar body). I understand that I can access confidential advice specific to my intended career outcome by contacting my School or Department, or the appropriate professional association.
6. I understand that the information on this form and any supplementary documentation I provide is being collected by the Faculty of Medicine, Dentistry and Health Sciences, the University of Melbourne. This information will be used by the University to coordinate and administer my student placements, and may be made available to my assigned placement provider(s) so that they can assess my suitability for placement. I accept that if I elect to undertake a placement with an overseas placement provider then the information collected on this form may be communicated to that overseas organisation and will become subject to the privacy and data collection laws of the country in which that organisation operates. I understand that I may access any personal information I have provided to the University by contacting +61 3 9035 5511, and that the University of Melbourne is committed to protecting personal information provided by me in accordance with the Privacy and Data Protection Act 2014 (Vic).

7. I declare that *(mark an X in the applicable box)*

I HAVE NEVER BEEN convicted of any crime in *any* country outside of Australia; OR

I HAVE BEEN convicted of a crime(s) in a country outside of Australia. The details of these convictions are outlined below: *(attach additional pages if required)*

Date of Offence	Offence Details	Court Outcome

AND

8. I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements made in this declaration are true in every particular.

Declared at: _____
(location) _____

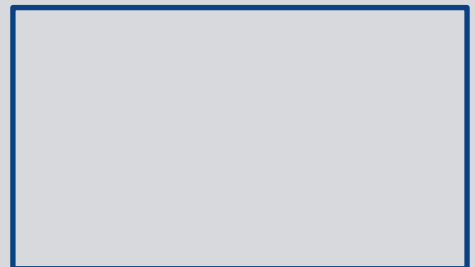
Signature: _____
Name: _____
Date: _____

AUTHORISED WITNESS

Name: _____
Qualification: _____
Address: _____

Signature: _____
Date: _____

Stamp:
(if available)



Notes

- Note 1: A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years – see section 11 of the *Statutory Declarations Act 1959*.
- Note 2: Chapter 2 of the Criminal Code applies to all offences against the *Statutory Declarations Act 1959* – see section 5A of the *Statutory Declarations Act 1959*.
- Note 3: This document is produced by the University of Melbourne's Faculty of Medicine, Dentistry and Health Sciences (FMDHS). For more information, visit the Student Placements website: <https://mdhs.unimelb.edu.au/study/current-students/placements/students/requirements/police-os>

List of authorised witnesses

A statutory declaration may only be made before a person on the list of authorised witnesses in the *Statutory Declarations Regulations 1993*:

1. a person who is currently licensed or registered under a law of a State or Territory to practise in one of the following occupations:
 - Chiropractor
 - Dentist
 - Legal practitioner
 - Medical practitioner
 - Nurse
 - Optometrist
 - Patent attorney
 - Pharmacist
 - Physiotherapist
 - Psychologist
 - Trade marks attorney
 - Veterinary surgeon
2. a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or
3. a person who is in the following list:
 - Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
 - Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
 - Bailiff
 - Bank officer with 5 or more continuous years of service
 - Building society officer with 5 or more years of continuous service
 - Chief executive officer of a Commonwealth court
 - Clerk of a court
 - Commissioner for Affidavits
 - Commissioner for Declarations
 - Credit union officer with 5 or more years of continuous service
 - Employee of the Australian Trade Commission who is:
 - a. in a country or place outside Australia; and
 - b. authorised under paragraph 3(d) of the Consular Fees Act 1955; and
 - c. exercising his or her function in that place
 - Employee of the Commonwealth who is:
 - a. in a country or place outside Australia; and
 - b. authorised under paragraph 3(c) of the Consular Fees Act 1955; and
 - c. exercising his or her function in that place
 - Fellow of the National Tax Accountants' Association
 - Finance company officer with 5 or more years of continuous service
 - Holder of a statutory office not specified in another item in this list
 - Judge of a court
 - Justice of the Peace
 - Magistrate
 - Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
 - Master of a court

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- Member of Chartered Secretaries Australia
- Member of Engineers Australia, other than at the grade of student
- Member of the Association of Taxation and Management Accountants
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Australian Defence Force who is:
 - a. an officer; or
 - b. a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or
 - c. a warrant officer within the meaning of that Act
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- Member of:
 - a. the Parliament of the Commonwealth; or
 - b. the Parliament of a State; or
 - c. a Territory legislature; or
 - d. a local government authority of a State or Territory
- Minister of religion registered under Subdivision A of Division 1 of Part IV of the Marriage Act 1961
- Notary public
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
- Permanent employee of:
 - a. the Commonwealth or a Commonwealth authority; or
 - b. a State or Territory or a State or Territory authority; or
 - c. a local government authority;with 5 or more years of continuous service who is not specified in another item in this list
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Police officer
- Registrar, or Deputy Registrar, of a court
- Senior Executive Service employee of:
 - a. the Commonwealth or a Commonwealth authority; or
 - b. a State or Territory or a State or Territory authority
- Sheriff
- Sheriff's officer
- Teacher employed on a full-time basis at a school or tertiary education institution.