

## Graduate Registration Application Form

This form is for submitting an application graduate registration for the Sport and Exercise Nutrition Register (SENr). Please read the document 'Guide to Graduate Registration' and the guidance notes on page 5 before completing this form.

Applications can be made at four points throughout the year. Deadlines are as follows:

- 1 January
- 1 April
- 1 July
- 1 October

### Section 1 - Personal Details

Title (please circle)	Mrs	Miss	Ms	Mr	Other
First Name					
Surname					
Profession					
Date of Birth					
Nationality					
Gender (please tick)	Female	<input type="checkbox"/>	Male	<input type="checkbox"/>	

### Section 2 – Contact details

#### Home contact details

Address	
Telephone number	
Mobile telephone number	
E-mail address	

**Work contact details**

Name of organisation	
Address	
Telephone number	
Mobile telephone number	
E-mail address	

**Section 3 - Education and Qualifications**

Title of relevant qualification	Course Start Date	Course End Date	Name of educational institution

**Section 4 - Professional Registration/Accreditation**

Please insert appropriate registration/accreditation number (if applicable)

Health Professions Council Registration Number	
UK Voluntary Register of Nutritionists (UKVRN) Registration Number	
British Association of Sport and Exercise Sciences Accreditation Number	

## Section 5 – Character Reference Form

Please give this section to the person that you have asked to complete your character reference.

You have been asked to complete this character reference form as the person who has given you this form is applying for graduate registration on the Sport and Exercise Nutrition Register (SENR). Further details about SENR can be found at <http://www.senr.org.uk/>

A character reference needs to be completed by a statutory regulated professional who is not a relative of the applicant and has known the applicant for three years or more.

### Applicant Details

Name of Applicant	
Profession	

### Referee Details

Name	
Profession	
Name of Regulatory Body	
Registration Number	
Address	
Telephone number	
E-mail address	

### Reference

Please state the capacity in which you know the applicant	
How many years have you known the applicant?	

**I can confirm that the above information is correct and know no reason why the applicant cannot be accepted onto the Sport and Exercise Nutrition Register.**

Signature		Date	
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**Please return this form to the applicant**

## Section 6 – Checklist

Please ensure that you have included the following documents before sending us your pre-assessment application.

Checklist		Office Use
1.	A completed application form	
2.	An up to date CV	
3.	A completed and signed character reference form	
4.	Attested photocopies of relevant qualification certificates, and where possible, transcripts.	
5.	Certified translations, if the qualification certificates and transcripts are in a language other than English	
6.	An assessment of equivalence to an award from the United Kingdom by National Recognition Information Centre (NARIC) if applicants have qualifications from countries outside the European Union.	
7.	An English language proficiency test certificate, if English is not your first language.	

## Section 7 – Signature

I can confirm to the best of my knowledge the information given is a true and accurate record.

<b>Signature</b>	<b>Date</b>
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## Guidance Notes

**These notes are provided to assist you in completing the graduate registration application form and information regarding the supporting documentation needed for your application.** Before completing this form, please ensure that you have read and understood the SENr document, 'Guide to Graduate Registration' and read through these guidance notes.

### Completing the form and sending your application to us

Please complete this form in block capitals and black ink. We require the form to be returned by post or fax, together with the other information required for application. You can also scan the documentation and form and e-mail to us. Please use and complete the checklist in Section 6 to ensure that all the documentation is included.

Applications can be made at four points throughout the year. Deadlines are as follows:

1 January  
1 April  
1 July  
1 October

When you have completed your application please send to The British Dietetic Association at the address on the form. Incomplete applications cannot be processed, missing information will be sought.

We advise you to keep a copy of your application for your own records. We would also advise you to post your application by recorded delivery.

This form will be processed in accordance with the Data Protection Act. Your details will not be divulged to any Third Party without your express written permission.

### What happens next?

Within 5 working days of receipt of each application, the applicant will receive an acknowledgement by email of receipt of the application.

Each application is assessed by a member of the SENr Registration Committee.

Applicants will be informed by e-mail of the outcome of the graduate assessment normally within 1 month of the deadline date for application.

Applicants who fail to demonstrate that they have acceptable relevant degree-level qualifications in sport science, sport nutrition or dietetics will be not be eligible to register as a Graduate Registrant.

Applicants who demonstrate that they have acceptable relevant degree-level qualifications will be informed that they are eligible to register.

Successful applicants will be asked to return a registration form, registration fee (pro rata) and a BDA membership application form and fee.

## **Attested photocopies of documents**

The following photocopies of documents that are requested for application must be attested by a statutory regulated professional:

- Photocopies of the relevant qualification certificates, and where possible, transcripts.

The statutory regulated professional must sign each photocopy, stating 'I certify that this is a true copy of the original document' with their name, profession and professional registration number. Please do not send original documents.

## **Section 1 – Personal Details**

Please complete this section in full.

## **Section 2 – Contact Details**

Please complete this section in full.

We will use your e-mail address for communicating with you about your application, please ensure that the e-mail address provided is one that you check on a regular basis. Please confirm if you prefer us to contact you on your home or work e-mail.

If at any point through the application process your contact details change, please inform us immediately.

## **Section 3 – Education Qualifications**

To register you will be required to have undertaken the following qualifications:

- A taught postgraduate and/or Bachelors of Science with Honours degree in a Sport and Exercise Science related subject, at least 10 European Credit Transfer and Accumulation System (ECTS) credits at an intermediate level in Sport Nutrition or Dietetics;

**Or**

- A taught postgraduate and/or Bachelors of Science with Honours degree in Nutrition or Dietetics, plus at least 10 European Credit Transfer and Accumulation System (ECTS) credits at an intermediate level in a Sport and Exercise Science related subject.

Please refer to the document, 'SENr Graduate Registration Competences in Sport and Performance Nutrition' for further information regarding the required scientific knowledge required.

In this section please state the qualifications you have undertaken that are relevant to SENr registration, course start date and course end date and the name of the education institution where the course was undertaken.

Please include attested photocopies of the relevant qualification certificates, and where possible, transcripts. If the certificate and transcript is in a language other than English, you will be required to provide certified translations.

Applicants who qualified in countries outside the European Union will be required to submit an assessment of equivalence to an award from the United Kingdom by National Recognition Information Centre (NARIC).

#### **Section 4 - Professional Registration/Accreditation**

If you do have professional registration/accreditation with either the Health Professions Council, the UK Voluntary Register of Nutritionists (UKVRN), British Association of Sport and Exercise Sciences Accreditation please supply the registration or accreditation number.

If you do not hold professional registration or accreditation, please leave this section blank.

#### **Section 5 – Character Reference Form**

The character reference needs to be completed by a statutory regulated professional (healthcare or other) who is not a relative of the applicant and has known the applicant for three years or more.

Please ensure the referee completes all sections of the form and returns to you for inclusion in your application.

Your application will not be accepted if the character reference is not on the specified form or if any of the sections have not been completed.

#### **Section 6 – Checklist**

Please complete the checklist to ensure you have included all the relevant information.

#### **Section 7 – Signature**

Please sign and date the application form.

We will only accept signed applications.

#### **Contact Us**

Sport Exercise and Nutrition Register  
The British Dietetic Association  
5<sup>th</sup> Floor, Charles House  
148 Great Charles Street  
Birmingham  
B3 3HT

T: 0121 200 8080  
E: [info@senr.org.uk](mailto:info@senr.org.uk)