



# Application form Veterinary Register

## Required documents

This clarification states which documents you must enclose with your application. Only complete applications can be processed.

After signing, you must send the application form with the requested documents to:

Diergeneeskunderegister  
P.O. Box 3174  
6401 DR Heerlen

If you have any questions, you can ask them by telephone through the information line at +31 70 340 5700 or by e-mail to [info@diergeneeskunderegister.nl](mailto:info@diergeneeskunderegister.nl)

## 1 General information

1.1 Profession	<input type="text"/>
1.2 Family name <i>(as stated on your passport)</i>	<input type="text"/>
1.3 First name(s) <i>(in full)</i>	<input type="text"/>
1.4 Initials	<input type="text"/>
1.5 Preposition	<input type="text"/>
1.6 Correspondence name	<input type="text"/>
1.7 Last name partner	<input type="text"/>
1.8 Preposition partner	<input type="text"/>
1.9 Date of birth and place <i>(as in passport)</i>	<input type="text"/> Day      Month      Year
1.10 Social Security Number <i>(if applicable)</i>	<input type="text"/>
1.11 Country of birth	<input type="text"/>
1.12 Gender	<input type="checkbox"/> male <input type="checkbox"/> female
1.13 Nationality 1	<input type="text"/>
1.14 Nationality 2	<input type="text"/>
1.15 Nationality 3	<input type="text"/>

**Home address**

- 1.16 Street and house number
- 1.17 Zip code and residence
- 1.18 Country
- 1.19 Date of qualification/certificate
- 1.20 Country of qualification/certificate

**Practice address**

- 1.21 Street and house number
- 1.22 Zip code and residence
- 1.23 Country
- 1.24 Practice address available?  The practice address is not yet known.

**2****Contact details**

- 2.1 E-mail address
- 2.2 Private number
- 2.3 Work number
- 2.4 Mobile number

**Correspondence address** (if it differs from your home address)

- 2.5 Street and house number
- 2.6 Zip code and residence
- 2.7 Country

**3****Signature**

The undersigned declares that he/she has not been placed under guardianship due to mental disorder and that he/she has not been deprived of the right to practice the profession in question and declares that he/she will commit Practice in the Netherlands according to Dutch legislation, attitudes, values, standards and professional ethical principles.

He/she declares to have answered truthfully when signing and declares to be aware that providing false information, in addition to possible criminal consequences may have consequences for the application for registration in the Veterinary Register.

- 3.1 Place and date
- 3.2 Signature

## Clarification of application form

This clarification contains information about:

- 1 General matters
- 2 Qualification obtained in the Netherlands
- 3 Qualification obtained within the EEA or Switzerland
- 4 Qualification obtained outside the EEA or Switzerland
- 5 Processing the application

### 1 General

Registration is obligatory for the following veterinary professions:

- Veterinarian
- Paraveterinary veterinary assistant
- Animal physiotherapist
- Embryo transplantor/extractor

If you are registered in the Veterinary Register you will have protection of title and will be covered by Dutch veterinary disciplinary law.

### 2 Qualification obtained in the Netherlands

**Veterinarian** – *Application for registration*

To complete your application, you should submit the following documents:

- The application form signed in pen.
- An authenticated copy of your qualification by post OR a digital extract from the qualifications register by email to [uitreksel@diergeneeskunderegister.nl](mailto:uitreksel@diergeneeskunderegister.nl) (An authenticated copy is a copy of a document with an original certification stamp (ink stamp) and the signature or initials of the person at the institute who issued the document, or of a civil-law notary. Authentication is proof that the content of the copy is the same as the original. We therefore cannot accept any copy of an authenticated copy).
- An overview of your work experience (curriculum vitae).
- If you have worked abroad, you must submit proof that no foreign restrictions of authority are applicable. (For a clarification, please refer to point 4 of the CCPS section).

**Paraveterinary professions** – *Application for acceptance and registration*

To complete your application, you should submit the following documents:

- The application form signed in pen.
- An authenticated copy of your qualification by post OR a digital extract from the qualifications register by email to [uitreksel@diergeneeskunderegister.nl](mailto:uitreksel@diergeneeskunderegister.nl) (An authenticated copy is a copy of a document with an original certification stamp (ink stamp) and the signature or initials of the person at the institute who issued the document, or of a civil-law notary. Authentication is proof that the content of the copy is the same as the original. We therefore cannot accept any copy of an authenticated copy).
- An overview of your work experience (curriculum vitae).
- If you have worked abroad, you must submit proof that no foreign restrictions of authority are applicable (for a clarification, please refer to point 4 of the CCPS section).

### 3 A veterinarian's qualification obtained within the EEA or Switzerland

**A. Direct recognition of the veterinarian's qualification obtained within the EEA or Switzerland**

Is your European veterinarian's qualification (course title) listed in Annex V of the Directive 2005/36/EC, [www.diergeneeskunderegister.nl/registreer/buitenlands-diploma?](http://www.diergeneeskunderegister.nl/registreer/buitenlands-diploma?) If so, your qualification will fulfil the minimum European requirements and you will be eligible for acceptance and registration in the Veterinary Register.

To complete your application, you should submit the following documents:

- The application form signed in pen.
- A copy of your valid passport or ID card with personal details and possibly your valid residence permit.
- An original qualification/certificate or an authenticated copy thereof. (An authenticated copy is a copy of a document with an original certification stamp (ink stamp) and the signature or initials of the person at the institute who issued the document, or of a civil-law notary. Authentication is proof that the content of the copy is the same as the original. We therefore cannot accept any copy of an authenticated copy).
- An overview of your work experience (curriculum vitae).
- A Certificate of Current Professional Status (CCPS) from the competent authority of the country that issued the qualification and from all countries in which you have worked. (For a clarification, please refer to point 4 of the CCPS section).
- **Certificate accompanying the qualifications.** This is a document that accompanies your qualification. Please check the details relating to your country and qualification in the final column of the *list of veterinary qualification titles*. If it is stated that a 'Certificate accompanying the qualifications' accompanies the qualification, you must submit this certificate or an authenticated copy thereof with your application.

If your European qualification is not included in the list, you will have two options:

- You can submit an additional declaration from the certifying competent authority with your application. This declaration must state that your qualification fulfils the minimum European requirements. This declaration is also referred to as a Certificate of Conformity.

or

- You can submit an additional declaration from the competent authority with your application which states that your qualification does not fulfil the minimum European requirements, but that you have worked as a veterinarian for three consecutive years during the past five years.

### 4 A paraveterinary qualification obtained within the EEA or Switzerland (*paraveterinary veterinary assistant, animal physiotherapist or embryo transplantor/extractor*)

To complete your application, you should submit the following documents:

- The application form signed in pen.
- A copy of your valid passport or ID card with personal details and possibly your valid residence permit.
- An original qualification/certificate or an authenticated copy thereof. (An authenticated copy is a copy of a document with an original certification stamp (ink stamp) and the signature or initials of the person at the institute who issued the document, or of a civil-law notary. Authentication is proof that the content of the copy is the same as the original. We therefore cannot accept any copy of an authenticated copy).
- An original Syllabus of Curriculum or an authenticated copy thereof relating to your qualification. This must be a clear and complete overview of the vocational training you have attended. The following requirements then apply:
  - The programme must relate to the years you attended the course.
  - The educational programme must contain a description of the subjects and these must be subdivided into theoretical and practical subjects. The number of teaching hours must be indicated per subject.
- Lists of grades and assessments of study results, practical periods, or work placement certificates.

- An overview of your work experience (curriculum vitae).
- Proof of enrolment.
- A Certificate of Current Professional Status (CCPS) from the competent authority of the country that issued the qualification and from all the countries in which you have worked since your graduation (for a clarification, please refer to point 4 of the CCPS section).

## 5 Qualification obtained outside the EEA or Switzerland

### Veterinarians and paraveterinary professions (paraveterinary veterinary assistant, animal physiotherapist or embryo transplanter/extractor)

To complete your application, you should submit the following documents:

- The application form signed in pen.
- A copy of your valid passport or ID card with personal details.
- An original qualification/certificate or an authenticated copy thereof. (An authenticated copy is a copy of a document with an original certification stamp (ink stamp) and the signature or initials of the person at the institute who issued the document, or of a civil-law notary. Authentication is proof that the content of the copy is the same as the original. We therefore cannot accept any copy of an authenticated copy).
- An original Syllabus of Curriculum or an authenticated copy thereof relating to your qualification. This must be a clear and complete overview of the vocational training you have attended. The following requirements then apply:
  - The programme must relate to the years you attended the course.
  - The educational programme must contain a description of the subjects and these must be subdivided into theoretical and practical subjects. The number of teaching hours must be indicated per subject.
- Lists of grades and assessments of study results, practical periods, or work placement certificates.
- Proof of enrolment.
- An overview of your work experience (curriculum vitae).
- A Certificate of Current Professional Status (CCPS) from the competent authority of the country that issued the qualification and from all the countries in which you have worked since your graduation (for a clarification, please see the CCPS section).

### Certificate of Current Professional Status (CCPS)

The CCPS is a declaration from the competent authority of the country that issued your qualification. This must state that:

- you are fully qualified to practise the profession in question.
- the period that you were or are registered in the corresponding register, or that you have never been registered, and
- that no restrictions of authority apply to you.

This declaration must not be more than three months old. If you have also worked in a different country, you must also submit a declaration like this from the competent authority in all the countries you have worked since your graduation.

The following also applies to the CCPS:

- This must be an original declaration or an authenticated copy.
- You do not need to submit a CCPS if you graduated three months ago or less.
- The CCPS must have been translated into Dutch, English, or German by a sworn translator. This translation must have been authenticated by the translator in question, or by a civil-law notary. You must also submit the authenticated declaration in the original language. A copy of the translation must be authenticated by a civil-law notary.

## 6 Processing the application

If your dossier is complete, an assessment will be made as to whether you fulfil the conditions for acceptance and registration in the Veterinary Register. The application for acceptance and registration will be refused, in any event, if:

- You have been made subject to a guardianship order due to a physical or psychological condition.
- You are not allowed to carry out any veterinary activities due to an irrevocable disciplinary or criminal law judgement.
- A measure has been imposed on you which is still applicable and which is based on a foreign judicial, disciplinary or administrative law decision, and which means that you are temporarily or permanently not allowed to practise your profession in the foreign country in question.

### Processing period

- It can take 8 weeks to process an application for acceptance and/or registration in the Veterinary Register on the basis of a Dutch qualification.
- It can take 13 weeks to process an application for acceptance and/or registration in the Veterinary Register on the basis of a qualification obtained within the EEA.
- It can take 20 weeks to process an application for acceptance and/or registration in the Veterinary Register on the basis of a qualification obtained outside the EEA.

An application to be allowed to perform veterinary activities and be registered in the Veterinary Register is subject to the Animals Act [Wet Dieren] (Bulletin of Acts, Orders and Decrees 2011, 345).

### What to do if you have any questions after reading this clarification

Please contact the information line: +31 (0)70 340 5700, which is open from Monday to Friday from 8.30 am to 5.00 pm. Alternatively, you can send an email to: [info@diergeneeskunderegister.nl](mailto:info@diergeneeskunderegister.nl)