

# Proof of identity (currently residing overseas) Justice of the Peace, Commonwealth Representative, Judge or Commission of Oath to complete

This section should only be completed if you are living overseas (i.e. you are outside of New Zealand) at the time of completing this form. It needs to be completed by either a Judge (of the country's judicial system), Justice of the Peace, Commission of Oath Commonwealth Representative (Ambassador/High Commission), or any person authorised by law of that country (outside of New Zealand) to administer an *oath* for the purpose of judicial proceedings. The Proof of Identity referee will certify the applicant's identity by completing this section of the form. The applicant is not required to provide any certified copies of the identification documents to the Education Council unless requested.

Name of applicant (print full name) \_\_\_\_\_

Tick the two forms of identification presented to you in person. One form of identification must be from Category A and one must be from Category B (refer to the table below). At least one of the acceptable forms of identification documents must be photographic. Both documents must be originals. The applicant must be the presenter of the documents.

| Category A   | Tick | Category B   | Tick |
|--|------|--|------|
| Overseas Passport with or without New Zealand immigration visa/permit) | [ ]  | Overseas Drivers Licence   | [ ]  |
| New Zealand Passport   | [ ]  | New Zealand Drivers Licence  | [ ]  |
|  |      | National Police Certificate issued in the last 6 months by the Country the applicant has been residing in for more than 6 months | [ ]  |

Identification documents presented to you in person by the applicant must be from the list in the above table (one document from Category A and one document from Category B). The documents must be originals, current and not expired and issued by an authorised agency as outlined in the Completion Guide. If applicable, where names or other identity information are different on either document (Category A and B), please confirm you have sighted acceptable evidence of name change (a New Zealand Marriage Certificate is acceptable but a Particulars of Marriage document is not). See *Completion Guide* for more information and the full list of acceptable identification documents. Please provide details in the spaces below about the identification documents you have verified.

|                             | Document name | Document number | Issue date (if applicable) | Expiry date (if applicable) |
|-----------------------------|---------------|-----------------|----------------------------|-----------------------------|
| Category A                  |               |                 |                            |                             |
| Category B                  |               |                 |                            |                             |
| Name change (if applicable) |               |                 |                            |                             |

Please confirm that you are one of the following (tick one)

|                          |   |                                  |
|--------------------------|---|----------------------------------|
| <input type="checkbox"/> | Judge (of the country's judicial system)  |                                  |
| <input type="checkbox"/> | Justice of the Peace  |                                  |
| <input type="checkbox"/> | Commission of Oath Commonwealth Representative (Ambassador/High Commission)                               |                                  |
| <input type="checkbox"/> | A person authorised by law of that country to administer an oath for the purpose of judicial proceedings. | Please record your actual title: |

Name of identity referee:  
(print full name) \_\_\_\_\_

Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Contact number: \_\_\_\_\_

You must apply an official stamp or seal below.

STAMP

**I declare that (Identity referee please tick)**

I have sighted two forms of identification (one from Category A and one from Category B) and I verify that the person in the photo is the person whose name is printed in full above.

**Name Change:** I have sighted evidence of the name change (if applicable).

Identity referee's signature \_\_\_\_\_

Date

/ /

## Completing proof of identity section (currently residing overseas)

The Education Council requires the Proof of Identity referee to be either a Judge of the country's judicial system, a Justice of the Peace, Commission of Oath, Commonwealth Representative (Ambassador/High Commission) or any person authorised by law of that Country to administer an *oath* for the purpose of judicial proceedings.

### The identity referee must:

- verify the two forms of identification required in this section (one from Category A and one from Category B) of which one form of identification must be photographic
- verify that the applicant who must also be the presenter of the identification documents, is the same person as identified in the document from Category A and Category B
- complete all sections of the form and apply your official stamp or seal
- not be related to, or be a partner or spouse to the applicant
- not reside at the same address as the applicant

### Identification verification:

- The applicant must provide in person two forms of identification documents to be certified by an acceptable proof of identity referee. These must be original documents.
- They must include one "Primary identification document/record" and one "Secondary identification document record" issued by an approved agency. See Category A and B in the table below.
- One identification document from either Category A or B must be photographic

| Category A: Primary identification document/record                      | Issuing agency   |
|---|--|
| New Zealand Passport  | Department of Internal Affairs   |
| Overseas passport (with or without New Zealand immigration visa/permit) | Relevant Authority in country of issue (visa/permit to be issued by the Ministry of Business, Innovation and Employment (Immigration New Zealand)) |
| Overseas passport   | Relevant Authority in country of issue   |

| Category B: Secondary identification document/record   | Issuing agency                         |
|--|--|
| New Zealand Driver Licence   | New Zealand Transport Agency           |
| Overseas Driver's Licence  | Relevant Authority in country of issue |
| National Police Certificate issued in the last 6 months by the Country the applicant has been residing in for more than 6 months |  |

### Evidence of name change or other changes to identity information

It is important that the evidence of identity presented to the identity referee covers all identity information provided in the sections of the application form under the headings of *Personal details*, *Applicant declaration* and *Proof of Identity*.

If the identity documentation that you provide to the identity referee shows that there is a difference in the name or other aspects in the identity related information that those documents were issued under, you will need to provide to the identity referee evidence from the table below in Category C to verify the difference. For example if the document that you provide to the identity referee from Category A was issued under a name that is different from the name that the document you provide from Category B, you will need to provide a document from Category C that verifies that difference in name for both documents. **Note:** If there are inconsistencies across the identification documents or identity verification you have provided to the Education Council, you may be asked to provide further information.

| Category C: Evidence of name Change                                       | Issuing agency                         |
|---|--|
| Change of Name by Statutory Declaration                                   | Department of Internal Affairs         |
| Change of Name by Deed Poll   | Department of Internal Affairs         |
| New Zealand Name Change Certificate                                       | Department of Internal Affairs         |
| New Zealand Marriage Certificate (not a Particulars of Marriage document) | Department of Internal Affairs         |
| New Zealand Civil Union Certificate                                       | Department of Internal Affairs         |
| New Zealand Birth Certificate issued after 1998                           | Department of Internal Affairs         |
| New Zealand Divorce Papers  | Ministry of Justice                    |
| Certificate of Annulment  | Ministry of Justice                    |
| Overseas Passport – must be current                                       | Relevant Authority in country of issue |
| Overseas Birth Certificate or Marriage Certificate                        | Relevant Authority in country of issue |