

Title:	Checklist for Short-Term Training Extensions	Ref. No.	ETA-IMG-049
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## Checklist for Short Term Training Extensions

**Please note that applications will not be processed unless all documentation has been provided according to this checklist and fees have been paid. Please ensure you have nominated RACS when you set up your profile with the AMC.**

Please ensure that you have submitted all documentation listed below and any additional information you feel may be relevant to your application.

Please ensure that all documentation uploaded has been completed and certified correctly.

Documentation must be uploaded in relevant sections of the online application form. Where documentation is in a language other than English a certified or validated English translation must be provided.

### Documentation Required

1. Declaration by the Applicant Form

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2. Certified copy of passport

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3. 1 colour passport size photograph

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4. Certified copy of evidence of change of name (only if applicable)

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5. 1 x Referee Report - Provide one written reference; signed, dated and on letterhead within the last 12 months

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6. Position Description for the proposed training position

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7. Medical Board of Australia – AHPRA Application for assessment by a medical college form – AAMC-30

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8. Statement of the practitioner's intention to return to country of training on completion of this training program

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9. Application Fee – refer to College Website – [www.surgeons.org](http://www.surgeons.org)

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Document Owner: **Manager, IMG Assessments**

Original Issue: August 2012

Version: 9

Approval Date: February 2018

Review Date: February 2021