

2020 ADMISSION TO FELLOWSHIP SCHEDULE



Trainees must ensure that the Application for Admission to Fellowship form, all training requirements and the relevant training forms have been completed and received by the College by the closing date for training documents. Failure to submit training forms may result in the delay of Fellowship admission.

Closing date for application to Fellowship & training documents	Education Committee ratification	RANZCP Board admission
6 January 2020	16 January 2020	29 January 2020
6 February 2020	17 February 2020	28 February 2020
2 March 2020	12 March 2020	27 March 2020
6 April 2020	17 April 2020	30 April 2020
4 May 2020	15 May 2020	29 May 2020
9 June 2020	17 June 2020	29 June 2020
3 July 2020	14 July 2020	28 July 2020
7 August 2020	18 August 2020	31 August 2020
2 September 2020	14 September 2020	29 September 2020
2 October 2020	9 October 2020	24 October 2020
4 November 2020	16 November 2020	29 November 2020
1 December 2020	8 December 2020	21 December 2020

The RANZCP Board approved admission to Fellowship process for all trainees is detailed on the Admission to Fellowship Procedure and a summary is provided below:

Trainees apply for admission to Fellowship using the prescribed [Application for Admission to Fellowship form](#) [PDF; 242 KB] once all training requirements and assessments are complete.

Trainees must ensure that the Application to Fellowship form and all training requirements have been completed by the closing date for training documents as listed on this schedule.

At time of application, trainees are required to:

- ensure all training requirements are complete and documented on the training record
- pay the Fellowship application fee
- submit a current copy of their medical registration
- complete a personal declaration located on the Application for Admission to Fellowship form
- have their application proposed and seconded by two RANZCP Fellows
- ensure all College Training fees be paid to be considered for Fellowship. Trainees on an approved payment plan must be up to date with payment.

On receipt of the Application for Admission to Fellowship form, the trainee's record will be audited to ensure that all training requirements have been satisfied. Applications will not proceed if there are any outstanding documentation or fees. This may result in the application being considered at a future admission cycle.

Applications which have satisfied all requirements will be tabled at the Education Committee for ratification. Where a trainee has made a disclosure on their application, the declaration will be reviewed by the Education Committee alongside their Fellowship application.

Following Education Committee ratification, the Membership and Events department will contact the applicant regarding payment of the Fellowship subscriptions (calculated pro-rata).

On receipt of subscriptions, trainee names are submitted to the Board for admission. If the subscriptions are not received by the College in the timeframe provided, the application may be delayed until the next Fellowship admission cycle.

Newly admitted Fellows will receive confirmation of admission from the Membership and Events department shortly after the Board admission dates listed on the Admission to Fellowship Schedule. Fellows can use the FRANZCP post nominals from this point.

Fellowship Certificates will be issued by the College's Membership and Events department.

Contact: Jackie Mottica, Manager, Training and Development			
Date	Version	Approver	Description
21/08/2008	1.0	FAC	New document
22/06/2013	2.0	Board	Interim update to reflect new governance model.
14/03/2014	2.1	EC	Alteration regarding failure to submit NOI within required period.
18/10/2015	3.0	Board	Updated document to reflect new Fellowship process implemented from January 2016.
05/12/2017	3.1	N/A	Document revised for clarity and to add the 2018 Fellowship dates. No changes made to the admission process.
14/02/2018	3.2	N/A	Clarified Application for Admission to Fellowship form must be submitted by training documents closing date.
01/11/2018	4.0	N/A	Document revised to align with the Board approved admission to Fellowship procedure and to include 2019 dates.
17/12/2019	5.0	N/A	Document revised to include 2020 dates