

Communication to Specialist International Medical Graduate (SIMG) applicants

Changes in the submission and processing of Applications



Due to the transition of RANZCP work from home arrangements due to the COVID pandemic, all postal items relating to applications to join the specialist pathway must be submitted via email. We apologise for this short notice and any inconvenience caused.

Currently all specialist assessment interviews will not take place for at least six months due to Australian and New Zealand border closures, restrictions for interstate travel in Australia and lack of interviewer availability due to redeployment, commitments to health services. However, this decision is being reviewed taking into consideration changes in circumstances and should any changes occur, communication will be provided via the RANZCP website.

If you presently have material in the post that has not been received and receipt confirmed by the RANZCP, please resubmit via email.

How to submit an application via email

To apply for a specialist pathway or specialist pathway and Area of Need assessment, please complete the Specialist assessment application form on the [Forms and documents – overseas specialists](#) web page. Once your application is complete, please follow the following steps to submit your application:

- Please review your application documents to ensure that the documents are clear and readable. Any photos or images must also be clear and of a high resolution.
- All application documents should be submitted within the one email. Please be mindful of the size of the attachment.
- In order to decrease the size of your attachments, please zip all documents and attach the zipped version to the email. For assistance on how to zip documents please refer to [Windows](#) or [Apple](#).
- Once you have collated your application, please email to simge@ranzcp.org with the subject title '**Application for Specialist Assessment**'.

RANZCP staff will always acknowledge receipt of an application within 48 hours, if you do not receive an acknowledgement please contact us at simge@ranzcp.org.

Similarly, if you experience any difficulties emailing your application, please contact us at simge@ranzcp.org for assistance.

The approximate time to review an application will be one month. This is before the application reaches paper-based stage. Therefore, it is best to ensure you have included all the necessary documents to the initial email so that the process is not further delayed.

Once the SIMGE team have reviewed your application and checked for completeness, you will receive an email either advising that the application is complete and asking for payment of the Assessment Fee, or an email requesting further information/ documents that were not included in the initial submission. The checklist of documents you are required to include in the Application is located on the final page of the application form.

Standard advice regarding the submission of applications

- Please ensure you are using the current version of the application form, as **old versions of this application form will not be accepted.**
- Before completing the application form, please ensure you are familiar with the eligibility requirements listed above, and the correct application process as outlined in the [Specialist pathway handbook](#) [PDF; 206 KB].
- Ensure that your application is complete with all the required supporting documents as per the checklist on the final page of the application form. Incomplete applications could incur an additional incomplete application fee and will delay the application process.
- Your application, together with supporting documents, must not exceed 150 pages. If it does, we will request that you review the application and resubmit before the application process can commence.