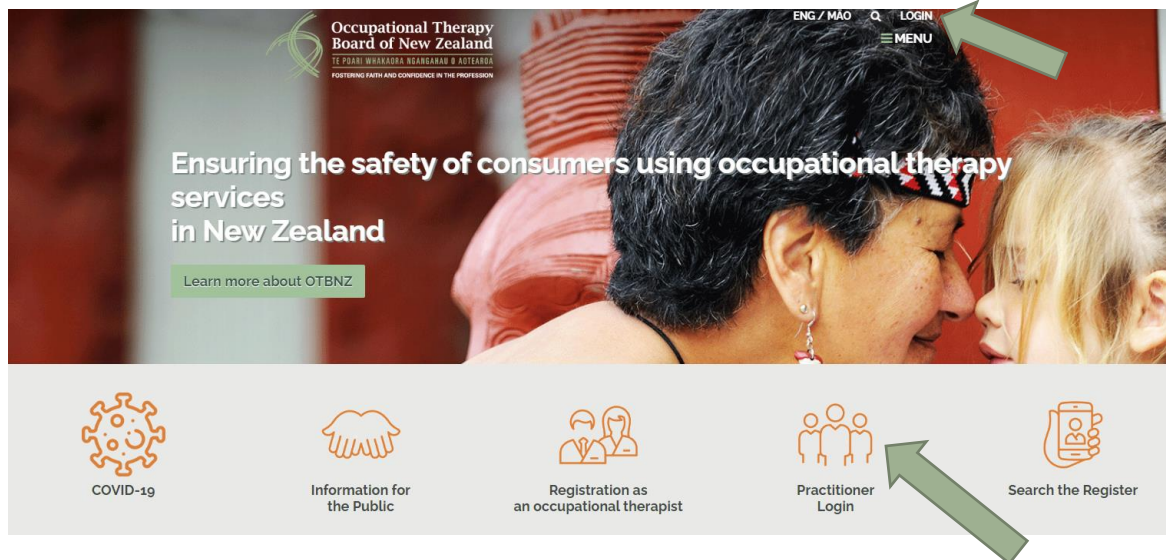


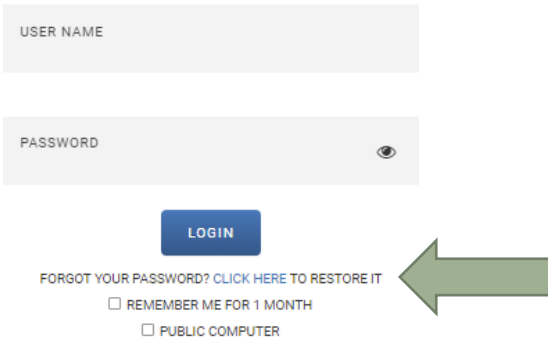
## Applying for Non-Practising Status

The OTBNZ offers the option of non-practising status (also known as register maintenance). This keeps your registration current with the OTBNZ and ensures you stay on the register.

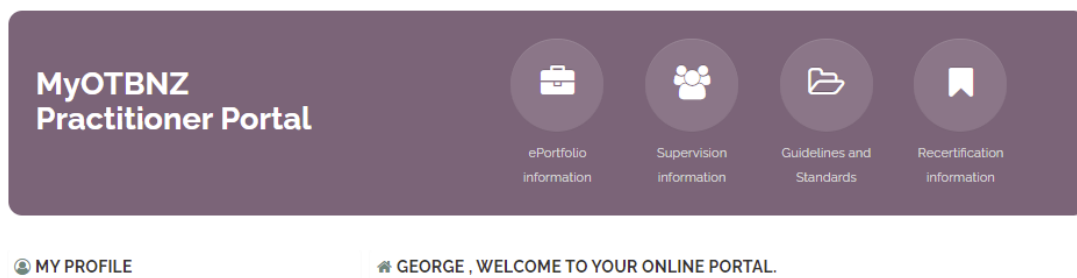
To apply for non-practising status, you will need to log in to your myOTBNZ account from the OTBNZ website.



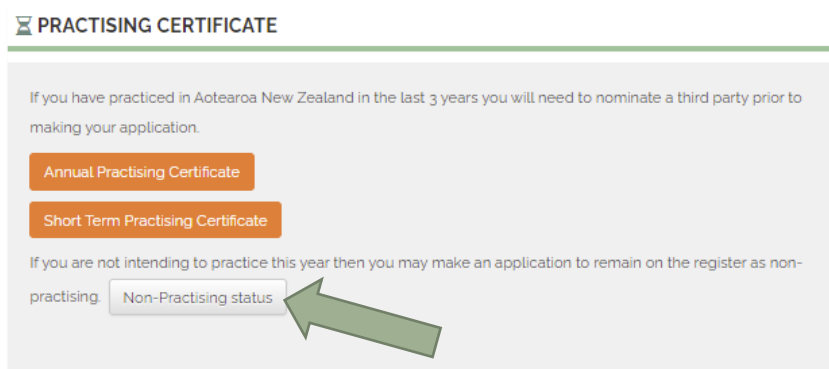
You may need to reset your password. A video showing how to do this is available [here](#).



Once you have logged in, you will see the screen below.



Scroll down until you come to the practising certificate section and click on the Non-Practising Status button:



Complete the application, make the declarations, and make the payment (via Visa or NZ bank transfer).

The screenshot shows the top part of an application form. At the top is a dark green header with the text "Annual practising certificate or non-practising status". Below the header is a yellow warning box with a triangle icon and the text "Please be sure to open each of the tabs to update/review your information". Below the warning box are three tabs: "PERSONAL INFORMATION", "CONTACT INFORMATION", and "EMPLOYMENT". Below the tabs is a green header with the text "PRACTITIONER / APPLICANT PERSONAL INFORMATION". Below this header are several input fields: "Title" with "Mr" selected, "First Name or Given Name" with "George" entered, "Name known by (if not first name)", and "Middle name/s".

You will receive an email saying that your payment has been received when completed.

If you have any questions, please contact us:

[enquiries@otboard.org.nz](mailto:enquiries@otboard.org.nz)

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