



Assessment for Migration – Explanatory notes

This assessment is for the purposes of skilled migration to Australia.

The Department of Home Affairs has appointed the Occupational Therapy Council of Australia Ltd (OTC) as the skills assessing authority for skills assessment for occupational therapists. There is a Designated Area Migration Agreement (DAMA) in place for this purpose. Occupational therapists wanting to apply for skilled migration in the category of ANZSCO 252411 – Occupational Therapy are required to undertake an assessment in compliance with the OTC requirements.

The assessment for migration is a desktop assessment of qualifications and English language proficiency.

The desktop assessment is for both Australian qualified practitioners (i.e. persons who have completed their qualifications in Australia as international students) and internationally qualified practitioners.

1. Submission of application

Email applications to migration@otcouncil.com.au.

Applications must include the following:

- Completed application form (in PDF or Word format)
- Proof of payment of the application fee to the OTC. Payment details are available in 'Schedule of fees' on our website.
- [Identification documents](#)
- [Occupational therapy qualification-related documents](#)
- [Evidence of English language proficiency](#)
 - [English test result](#) statement from the test provider, or
 - [Evidence of education](#) completed in one of the [recognised countries](#)

2. Identification documents

The practitioner must provide the following in high-resolution JPEG format as a clear colour photograph of each page of the original document. These photographs can be taken with a mobile phone camera, no scans will be accepted.

- Birth certificate
- Passport
- Additional photo-bearing identification document (e.g. driver's license, national identity card)
- Photograph (no older than one month old, full facial)
- Evidence of name change, if relevant (e.g. marriage certificate, change of name certificate, deed poll, divorce papers, etc.)

To verify identity, the OTC will contact the practitioner via a brief unscheduled video call.

3. Occupational therapy qualification-related documents

Provide the following qualification papers:

- Testamur or letter of completion – High resolution JPEG format as a clear colour photograph of each page of the original document. These photographs can be taken with a mobile phone camera. No scans will be accepted.
- Associated academic transcript

Please provide in high resolution JPEG format as a clear colour photograph of each page of the original document. These photographs can be taken with a mobile phone camera. No scans will be accepted.

The qualification must:

- Have been approved by the World Federation of Occupational Therapy (WFOT). WFOT approval cannot be considered retrospectively (i.e. if the institution or programme received WFOT approval after the time of graduation, this will not be sufficient to meet the criteria for assessment).
- Be comparable to an Australian Bachelor or Graduate Entry Master degree in accordance with Country Education Profiles produced by Australian Government, Department of Education and Training.

Include all contact details of the education provider in relation to the occupational therapy qualification.

4. Evidence of English language proficiency

Please refer to the OTC's 'Pathways to evidence English language proficiency' on our website.

5. Translation of documents

If any of the practitioner's supporting documents are in a language other than English, a translated document must form part of the application.

An assessment will not be undertaken unless translations are provided.

If the documents are translated in Australia, the translator must be accredited by the [National Accreditation Authority for Translators and Interpreters \(NAATI\)](#). The [Australian Institute for Interpreters and Translators \(AUSIT\)](#) Directory of Translators provides a current list of qualified, active AUSIT members who have NAATI accreditation in translating.

If the documents are translated in a country outside Australia, the translator must be approved by the authorities in the country where the translation is made. The [International Federation of Translators \(IFT\)](#) provide a list of translation associations, some approved by authorities to provide certified translations. The Australian embassy, high commission or consulate in the country where the translation is made should be contacted if uncertain.

If the translation provided is incomplete or inaccurate, the practitioner will be required to provide translations completed by a NAATI-accredited translator.

These translated documents must be sent as a JPEG and the practitioner should include some form of reference in the filename for each document so the OTC can relate them to each other, for example, 'birth certificate 2 original.jpg' and 'birth certificate 2 translation.jpg'.

6. Authenticity of documents

If the documents provided is suspected as fraudulent, they will be provided to the Department of Home Affairs (DoHA) for investigation. The OTC will not progress with the assessment until advice has been received from DoHA.

7. Documents unavailable

Practitioners who are unable to obtain the required documents should attach a Statutory Declaration to the application form identifying which documents they cannot obtain and explaining the reason for this.

Practitioners in Australia should complete a [Commonwealth Statutory Declaration](#). If a practitioner is overseas, the Statutory Declaration must be witnessed by a notary public.

8. Privacy and personal information

The OTC adheres to the *Privacy Act 1998*, which governs the collection, use and disclosure of personal information.

Practitioners may request details about the personal information OTC holds, its purpose, and how it is managed.

Data is gathered from applicants and education providers.

Information is collected with the practitioner's consent and used only for its intended purpose.

Personal information is not shared with third parties unless legally required.

OTC ensures data is accurate and up to date. Practitioners should notify OTC of any changes. Data is stored securely and deleted when no longer needed. The OTC informs practitioners about what data is collected and why.