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**CHECKLIST:**

* **Yes, I am a member of the Public Relations Institute of New Zealand**
* **Yes, I have at least five years’ experience working in public relations and communication management roles (and have ideally managed people and/or projects)**
* **Yes, I am able to commit to all dates in the APR schedule.**

**1. CONTACT DETAILS**

|  |  |
| --- | --- |
| **Name** |  |
| **Work phone number** |  |
| **Mobile number** |  |
| **Email** |  |
| **Current job title** |  |
| **Organisation** |  |
| **Name of your direct manager** |  |
| **Your manager’s job title** |  |

**2. PUBLIC RELATIONS AND COMMUNICATION MANAGEMENT EXPERIENCE**

|  |
| --- |
| **Please provide a bullet point overview of your current role and list your key areas of responsibility. This is in addition to your CV and should summarise the key points.** |
|  |

|  |
| --- |
| **Please name and briefly describe three projects, campaigns, or major pieces of work you have either led or been closely involved in. Include your role, the organisation and the dates for each. The purpose of this section is to assess the depth and breadth of your practice, and your level of responsibility. The work itself is not judged or assessed in any way.** |
| **One:** |
| **Two:**  |
| **Three:**  |

**3. REFEREES**

Please provide contact details for two referees. Preferably, one of these referees is a senior PRINZ member and ideally someone who holds APR or is a Fellow or Life Member. If you do not know a PRINZ member who can act as your referee, please email elaine@prinz.org.nz or call 09 358 9808.

Referee 1 (preferably a senior member of PRINZ)

|  |  |
| --- | --- |
| **Name** |  |
| **Position** |  |
| **Organisation** |  |
| **Email** |  |
| **Phone** |  |

Referee 2 (employer/client you report to/work closely with)

|  |  |
| --- | --- |
| **Name** |  |
| **Position** |  |
| **Organisation** |  |
| **Email** |  |
| **Phone** |  |

**4. MENTOR**

PRINZ will provide a mentor to assist you through the APR process or you may select your own mentor.

If you select your own mentor, they should be familiar with PRINZ APR and available for questions, guidance, assignment review and Viva Voce/exam preparation. The mentor does not have to be a PRINZ member however this is recommended.

If you elect to choose your own mentor, please make this clear in the space below.

|  |  |
| --- | --- |
| **Yes, I would like a PRINZ-appointed mentor** |  |
| **No, I have selected a mentor whose details are below** |  |

If you have elected to choose your own mentor, please complete this section.

|  |  |
| --- | --- |
| **Name** |  |
| **Organisation** |  |
| **Job title** |  |
| **Email** |  |
| **Phone number** |  |

**5. SUBMIT YOUR APPLICATION**

1. **Before submitting your application, please notify your referees**
2. **If you have chosen to select your own mentor, please notify them of this**
3. ** Attach a copy of your CV to this application**
4. ** Submit your completed application form and CV to** **elaine@prinz.org.nz**

QUESTIONS? Please email elaine@prinz.org.nz or call 09 358 9808.