

HOW TO SUBMIT: AN APPLICATION FOR HIGHLY ACCOMPLISHED AND LEAD TEACHERS

Access Online Services

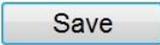
Log in to Online Services <https://trbaccount.ntschoools.net/Login.aspx>

Navigate to the HALT Application Menu

Navigate to the [HALT Application](#) page.



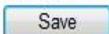
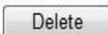
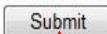
Completing An Application

Complete all details and click  to create an application. You can come back and edit the details again later.

When you are satisfied you have completed the form correctly, click **Submit**.

HALT Application for Certification

This HALT Application for Certification has been saved.
Click 'submit' to lock the information and allow printing a PDF copy of the submission document.

HALT Application for Certification
Enter information and click 'Save' to create a new HALT Application for Certification. You can come back and edit the details again later.

Payment
HALT applications require payment as follows

- \$1825 (full fee, non-refundable) for new applicants, or
- \$500 (discounted fee, non-refundable) in particular cases where TEP or Accomplished/Lead teacher status has been achieved in the past

In particular

- teacher gained TEP/accomplished/lead status 2008-2011 - discounted payment
- teacher gained accomplished status but applying for lead teacher in 2013 payment - full payment
- teacher gained TEP status prior to 2008 - full payment

If there is any doubt regarding the correct choice for you, please contact the Office of the TRB.
Please choose the fee that applies to you: Full Fee

Personal Details

Family Name: **BLOGGS**
Given name: **JOE**
Gender: **M**
Registration Number: **0000**

Current Employment

School Sector:
Current Workplace:
Type of employment:
Type of position you hold in your current workplace:
... if 'other', please provide further information:
Workplace Location:
School Type:

Application For (please tick box)

Highly Accomplished Lead Teacher

I wish to participate in the professional learning: Learning Together forums provided by the Centre for School Leadership, Learning and Development.

Other information

I am currently a

Number of years experience
In a classroom:
In corporate positions:

Approval from your school principal/manager

Approval Person:
Position in School:

Payment for HALT Application

To make payment navigate to the [Payments](#) page.

Choose the fee type that applies to you.

Personal Details | **Payments** | School Audit | HALT Application | HALT EOI

NT, TRB (TRB# 12721) ePass: [none] Teacher at ?

Pay HALT Application Fee

If there is any doubt regarding the correct fee for your application, please contact the Office of the TRB.

Please choose the fee that applies to you:

- HALT Application - Installment 1 - Stage 1 (\$925)
- HALT Application - Installment 1 - Stage 1 (\$925)**
- HALT Application - Installment 2 - Stage 2 (\$900)
- Discount payment 2008-2011 HALT/TEP applicants - (\$500)

(B)Pay, cheque or money order

Buttons: Pay Online by Credit Card, Create Invoice for Manual Payment

Payment by Credit Card

Click and you will be directed to an alternate payment page.

Please enter your credit card details and click

Payment by BPay or Postal Payment by Cheque, Money Order or Credit Card

Click to generate your invoice.

To print your invoice please click [show pdf](#).

Personal Details | Payments | School Audit | HALT Application | HALT EOI

NT, TRB (TRB# 12721) ePass: [none] Teacher at ?

Past Invoices

Type	Ref	Inv Date	Description	Amt
Manual	M1077	1 Oct 2013	HALT Application - Installment 1 - Stage 1 (\$925)	\$925.00 show pdf
Manual	M1078	1 Oct 2013	HALT Application - Installment 2 - Stage 2 (\$900)	\$900.00 show pdf

BPay

Please make payment via your personal banking method.

Cheque / Money Order / Credit Card

Postal payments are processed by the Receiver of Territory Monies. Please allow up to 15 working days for processing once your payment has been received by the office of the Board.