

*Please use this list to check that you have filled out the NRGD Application Package completely and accurately. You are asked to only submit a complete application. An incomplete or inaccurate application will result in delay of the procedure. The application process formally begins when NRGD has received all the required documentation. Sending in this Checklist is not necessary.*

### **Initial application**

#### **Independent reporter**

- NRGD application form;
- Certificate of Good Conduct;
- a clearly legible copy of a valid passport or identity card;
- copies of documents relating to the highest level of professional qualification;
- a curriculum vitae (CV), preferably in English;
- Overview Continuing Professional Development Forensic Weapon and Ammunition Examination;
- List of Case Information Forensic Weapon and Ammunition Examination;
- 3 case reports not older than 5 year selected by the applicant from the List of Case Information. These case reports should include the observation form and corresponding (digital) image material. If possible the case reports should also contain the testimony delivered in court;
- if available: proof of the forms of professional development referred to in the Overview Continuing Professional Development Forensic Weapon and Ammunition Examination.

#### **Reporter without work of his own**

- NRGD application form;
- Certificate of Good Conduct;
- a clearly legible copy of a valid passport or identity card;
- copies of documents relating to the highest level of professional qualification;
- a curriculum vitae (CV), preferably in English;
- Overview Continued Professional Development Forensic Weapon and Ammunition Examination;
- List of Case Information Forensic Weapon and Ammunition Examination;
- 3 case reports drawn up in the past 2 years selected by the applicant from the List of Case Information. These case reports should include the observation form and corresponding (digital) image material. If possible the case reports should also contain the testimony delivered in court;
- if available: proof of the forms of professional development referred to in the Overview Continuing Professional Development Forensic Weapon and Ammunition Examination.

#### **Application after Rejection – Fast-track**

*Within 2 years after date of rejection by the Court Experts Board. In case the fast-track is not applicable, the Application Package relating to the relevant initial applicant must be send in.*

- NRGD application form;
- copies of documents relating to the highest level of professional qualification (if changed);
- an updated curriculum vitae (CV), preferably in English;

- Overview Continuing Professional Development Forensic Weapon and Ammunition Examination;
- 3 case reports drafted after the date of rejection by the Court Experts Board. These case reports should include the observation form and corresponding (digital) image material;
- reports of supervision or collegial review that relate to the case reports to be send in. Supervision reports must be drawn up and signed in the format the Board has established.

### **Repeat application**

#### After full registration

- NRGD application form;
- Certificate of Good Conduct;
- copies of documents relating to the highest level of professional qualification (if changed);
- an updated curriculum vitae (CV), preferably in English;
- Overview Continuing Professional Development Forensic Weapon and Ammunition Examination;
- List of Case Information Forensic Weapon and Ammunition Examination;
- 2 case reports drawn up in the past 5 years selected by the applicant from the List of Case Information. These case reports should include the observation form and corresponding (digital) image material. If possible the case reports should also contain the testimony delivered in court;
- if available: proof of the forms of professional development referred to in the Overview Continuing Professional Development Forensic Weapon and Ammunition Examination.

#### After provisional registration

- NRGD application form;
- an updated curriculum vitae (CV), preferably in English;
- copies of documents relating to the highest level of professional qualification (if changed);
- Overview Continuing Professional Development Forensic Weapon and Ammunition Examination;
- List of Case Information Forensic Weapon and Ammunition Examination;
- 2 case reports drafted during the registration period selected by the applicant from the List of Case Information. These case reports should include the observation form and corresponding (digital) image material. If possible the case reports should also contain the testimony delivered in court;
- if available: proof of the forms of professional development referred to in the Overview Continuing Professional Development Forensic Weapon and Ammunition Examination.

*Explanatory notes:*

Application Form

You have two options for signing the application form:

1. You can fill in the application form and print the form, sign it, then scan it as a pdf.
2. After filling in the application form, you can add an electronic signature in Word or pdf and save the document as a pdf.

Certificate of Good Conduct or Integrity Statement

The Certificate of Good Conduct may be submitted at a later time. The certificate must have been produced within 3 months before receipt by the NRGD.

Photocopy of a valid passport or ID card

If you reside in the EU and your passport or ID card has been issued outside the EU, please also submit a copy of a valid residence permit.

List of Case Information

Please use the form List of Case Information which has been published on the website under the related field of expertise.

Case Reports

Please make sure that the List of Case Information and/or case report(s) selected by you is as representative as possible of your competencies.