

Application Checklist DNA

Related to Standards version 4.0

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.

Application for initial registration

Independent expert

- NRGD application form;
- Certificate of Good Conduct (the original document, not older than 3 months. For Dutch applicants, when your application for registration has been received by the NRGD, we will send you the digital application form for the Certificate of Good Conduct by e-mail);
- 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;
- Documentary evidence of the current academic working level, and proof of being an expert authorised to sign (if applicable);
- Overview Continuing Professional Development DNA;
- List of Case Information DNA (including the checked box at the top of the document declaring compliance with the requirements);
- 3 case reports drawn up in the past 5 years selected by the applicant from the List of Case Information DNA. The case reports must contain the report itself in addition to peak profiles. If possible, the case reports should also contain the testimony delivered in court. If the applicant uses Bayesian Networks in their Activity Level interpretations then they should include the Bayesian networks and all additional information should be included in the application.
These case reports should provide a clear and broad picture of the applicant's competencies. Subsequently, only independently written reports should be submitted.
- If available:
 - proof of the forms of professional development referred to in the Overview Continuing Professional Development DNA;
 - a statement concerning the level of accreditation of the applicant's working environment, where applicable.

Expert without work of his own

- NRGD application form;
- Certificate of Good Conduct (the original document, not older than 3 months. For Dutch applicants, when your application for registration has been received by the NRGD, we will send you the digital application form for the Certificate of Good Conduct by e-mail);
- 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;
- Documentary evidence of the current academic working level, and proof of being an expert authorised to sign (if applicable);
- Overview Continuing Professional Development DNA;
- List of Case Information DNA;
- 3 case reports drawn up in the past 2 years selected by the applicant from the List of Case Information DNA. The case reports must contain the report itself in addition to peak profiles. If possible, the case reports should also contain the testimony delivered in court. If the applicant uses Bayesian Networks in their Activity Level interpretations then they should include the Bayesian networks and all additional information should be included in the application.
These case reports should provide a clear and broad picture of the applicant's competencies.
- If available:
 - proof of the forms of professional development referred to in the Overview Continuing Professional Development Human DNA analysis and interpretation;
 - a statement concerning the level of accreditation of the applicant's working environment, where applicable.

Application for reregistration

After full registration

- NRGD application form;
- Certificate of Good Conduct (the original document, not older than 3 months. For Dutch applicants, when your application for registration has been received by the NRGD, we will send you the digital application form for the Certificate of Good Conduct by e-mail);
- 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 DNA;
- List of Case Information DNA (including the checked box at the top of the document declaring compliance with the requirements);
- 2 case reports drawn up in the past 5 years selected by the applicant from the List of Case Information DNA. The case reports must contain the report itself in addition to peak profiles. If possible, the case reports should also contain the testimony delivered in court. If the applicant uses Bayesian Networks in their Activity Level interpretations then they should include the Bayesian networks and all additional information should be included in the application.
These case reports should provide a clear and broad picture of the applicant's competencies. Subsequently, only independently written reports should be submitted.
- If available:
 - proof of the forms of professional development referred to in the Overview Continuing Professional Development DNA;
 - a statement concerning the level of accreditation of the applicant's working environment, where applicable.

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 DNA;
- List of Case Information DNA (including the checked box at the top of the document declaring compliance with the requirements);
- 2 case reports drawn up in the past 2 years selected by the applicant from the List of Case Information DNA. The case reports must contain the report itself in addition to peak profiles. If possible, the case reports should also contain the testimony delivered in court. If the applicant uses Bayesian Networks in their Activity Level interpretations then they

should include the Bayesian networks and all additional information should be included in the application.

These case reports should provide a clear and broad picture of the applicant's competencies. Subsequently, only independently written reports should be submitted.

- If available:
 - proof of the forms of professional development referred to in the Overview Continuing Professional Development DNA;
 - a statement concerning the level of accreditation of the applicant's working environment, where applicable.

Application after rejection or legally expired registration

Fast-track

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

- NRGD application form;
- An updated curriculum vitae (CV), preferably in English;
- Documentary evidence of the current academic working level, and proof of being an expert authorised to sign (if applicable);
- Overview Continuing Professional Development DNA;
- List of Case Information DNA, exclusively listing reports written after the date of rejection by the Board or the date of the legal expiration;
- 3 case reports drawn up after the date of rejection by the Court Experts Board or the date of legal expiration, selected by the applicant from the List of Case Information. The case reports must contain the report itself in addition to peak profiles. If possible, the case reports should also contain the testimony delivered in court. If the applicant uses Bayesian Networks in their Activity Level interpretations then they should include the Bayesian networks and all additional information should be included in the application.
These case reports should provide a clear and broad picture of the applicant's competencies.
- All reports of supervision and/or collegial review related to the submitted case reports.

Explanatory notes

Application Form

Please use the application e-form on the webpage of your field of expertise.

Certificate of Good Conduct or Integrity Statement

The Certificate of Good Conduct may be submitted at a later time. When your application has been received by the NRGD, we will send you the digital application form for the Certificate of Good Conduct by e-mail within 7 days. The certificate must have been produced within 3 months before receipt by the NRGD. The Certificate of Good Conduct is only applicable to Dutch applicants, foreign applicants require an equivalent of this form dependent on their own country.

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.