

Alternative option

If you are not a member of one of the Professional Associations (PAs) [listed](#) or do not wish to apply through a PA, there is a further option available. However this process is a much more expensive one as there is a £150 charge per discipline for having the application for registration verified by an independent assessor employed by the CNHC, with profession specific advice from the PSBs. Assessment will be against the National Occupational Standards and standards of proficiency for the therapy/discipline in question. Where a practitioner has acquired experience only (without formal qualifications) and wishes to register with CNHC, they will be required to undertake the AP(E)L process agreed by the PSB for that therapy/discipline. This process may also take some time to complete and CNHC strongly encourages applicants to use one of the two alternative routes to register.

This alternative route is also used for those practitioners who have attended a course and gained a qualification which does not meet the national occupational standards and whose application is therefore unable to be verified without further evidence. See [Criteria for entry to the CNHC register](#) for further information on the requirements for registration and for specific guidance for those wishing to register for nutritional therapy.

Step 1: Contact CNHC on 0203 178 2199 to ask for an application form. You should complete the application and return it to CNHC together with a completed Character Reference Form, a portfolio of evidence required to support your application, and your payment for £150 for each discipline you wish to be registered for. Advice on who your cheque should be made payable to will be available on the application form and this will vary depending on who will be verifying your application.

Those registering for Nutritional Therapy should apply direct to one of the PAs who have an agreement with the CNHC to verify applications for registration for Nutritional Therapy.

Step 2: Once your completed application form, Character Reference Form, evidence and payment have been received, your application will be examined by a member of one of our Profession Specific Board (PSB) or by an independent assessor appointed by the PSB. If you are judged eligible to be admitted to the register you will then receive an email from the CNHC giving you a user name and password, confirming that your application has been verified and inviting you to complete the registration process on the CNHC's website.

Step 3: You should log on to the CNHC website and change your password to one that is memorable to you. If this is the first discipline you are registering for, you will be asked to pay a registration fee of £45 (or £30 if you are applying within six months of the register opening to your discipline - in which case you will be eligible for the 'Early Bird' discount). The registration fee for additional disciplines is £10 per discipline up to a maximum of three additional disciplines (ie four disciplines in total). There is no charge for a further discipline. CNHC uses the Protx system for debit and credit card payments which is a secure system for dealing with payments. If you are registering offline you will send a cheque in payment of your registration fee.

If you have not provided an email address, you will receive a letter from CNHC confirming that your application has been verified and asking for payment of your registration fee of £45 (or £30 if you are applying within six months of the register opening to your discipline - in which case you will be eligible for the 'Early Bird' discount).

Step 4: You will be sent a copy of your registration certificate either by email or by post. If you have registered online and have received an electronic copy but wish to be sent a hard copy of the certificate, please contact info@cnhc.org.uk with your name and registration number.