



Registration Assessment Timeframes for Community Housing Provider (Provider) Fact Sheet

Pre-Registration Preparation	Timeframe
Provider engages with the CHRO to understand the regulatory requirements, seeks advice & guidance and determine registration readiness.	
Commencement of Application for Registration – Stage 1	
Provider submits an application to register signed by the Board Chair or Authorised officer ¹	
Community Housing Registration Office (CHRO) schedules and notifies the provider of the registration assessment commencement date and the timeframes for the different stages of the registration process.	4 weeks pre commencement
CHRO sends a reminder of the eligibility and tier assessment date to the Provider.	1 week pre commencement
Assessment of Eligibility and Tier Form (ETF) - Stage 2	
Provider accesses online Community Housing Regulatory Information System (CHRIS) to upload information for the assessment of eligibility and tier.	Commencement
Provider submits its completed Eligibility and Tier Form (ETF).	week 2
CHRO completes its assessment of the ETF and advises the provider of its eligibility for registration and indicative tier.	week 4
Assessment for Registration (AFR) - Stage 3	
Provider (if eligible) begins the Assessment for Registration (AFR) online via CHRIS.	week 5
Provider submits completed information for AFR.	week 10
CHRO notifies the provider of any gaps in the information submitted and seeks additional information to complete the AFR assessment.	week 12
Registrar issues Draft Determination Report (DDR).	week 16
Provider responds to DDR.	week 18
Determination – Stage 4	
Registrar issues Final Determination Report.	week 19

¹ Board Chair, Board member, CEO/Managing Director