



ACE Enrolled Nurse 2025

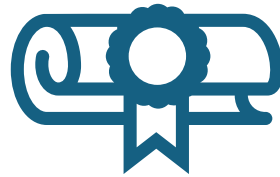
Linda Zhong
ACE Recruitment Consultant



What is ACE?

- ACE is a platform supporting the recruitment of new graduate Enrolled Nurses into Health New Zealand districts (formerly DHBs).
- The ACE Process is not the only way to apply for an EN position, we recommend you continue to look and apply for jobs as well as being in ACE.

Components of ACE



Talent pool

Vital source of early-career EN for a wide range of employers including Health NZ, and wider primary health care and community providers

Large number of employers, applicants can apply directly

ENSIPP



- A supported to practice – structured education programme for general health settings.
- Preceptorship for up to 12 months
- Run by Health NZ and some of the larger primary and aged care employers

Ineligible

- Resident Visas
 - not eligible as part of the ACE process
 - may not have any work restrictions in NZ or are indefinite however, you are restricted for **re-entry** into NZ once you've left
- If you are New Zealander born in *Australia* but have lived in New Zealand most or all of your life, you may not have a Permanent Resident Visa or have NZ Citizenship. You MUST check this



Date: 16/Jan/2015
Number of Entries: Multiple
Client Number: [REDACTED]
Family, Given names: [REDACTED]
Others included: [REDACTED]
Others included: [REDACTED]
Passport No: [REDACTED] Sex: [REDACTED] Date of Birth: [REDACTED] Citizenship: [REDACTED]
First entry before: N/A
Expiry date travel: 16/Jan/2017
Visa expiry: Indefinite

Notes: Visa is invalid if holder is outside NZ with expired travel conditions. Please apply for this visa when the passport expires.

Not Eligible

IMMIGRATION
NEW ZEALAND

A top-down view of a wooden desk. On the left, there is a small green succulent in a pot. In the center, a white coffee cup with a red handle is filled with dark coffee. On the right, a black clipboard holds a sheet of lined paper with a pen resting on it. The background is a light-colored wooden surface.

Eligibility Criteria

Note:

You DO NOT need to have sat your State Exams nor be employment ready to apply to ACE.

2025 Entry Point Dates

- State Final Examinations
- 16 July
- 19 November

April Entry Point (2025)

Wednesday 2 April	April 2025 EN Entry Point Opens – 9am
Tuesday 29 April	April 2025 EN Entry Point Closes – 12noon
Monday 12 May	Entry into the National Talent Pool

September 2025 Entry Point

Wednesday 6 August	September 2025 EN Entry Point Opens (9am)
Tuesday 2 September	September 2025 EN Entry Point Closes (12noon)
Monday 15 September	Entry into the National Talent Pool

Register at en.acenz.net.nz

Checklist

- Eligibility for ACE Enrolled Nurse
- Personal Details
- Education – e.g. copy of academic transcript
- Declaration
- Preferences – Select employer and practice setting preferences
- Documents – Primary Identification & Residency Documents, CV & cover letter
- References – Request References
- Workforce Statistical Questionnaire
- Consent

Application Checklist

Application Checklist

Check List	
✓	Eligibility for ACE Enrolled Nurse
✓	Personal Details
✓	Education
✓	Declaration
✓	Preferences
✓	Documents
✓	References
✓	Workforce Questionnaire
✓	Consent

Check List	
✓	Eligibility for ACE Enrolled Nurse
✓	Personal Details
!	Education
✓	Declaration
✓	Preferences
!	Documents
!	References
✓	Workforce Questionnaire
✓	Consent

Your Application is Incomplete

Application Number : 81C4D0E6

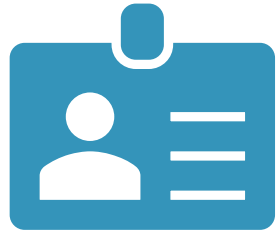
Note: There is no submit button. Provided your application status is complete at the time applications close your application will automatically be taken through to the next stage of the ACE process.

Eligibility for ACE Enrolled Nurse	✓
Personal Details	✓
! Education	>
Declaration	✓
Preferences	✓
! Documents	>
! References	>
Workforce Questionnaire	✓
Consent	✓

Complete

Incomplete

ID Documents



NZ & AU Citizens:

The photo page of Passport **AND**
NZ Tertiary Student ID Card **OR** NZ
Driver's License



Permanent Resident Visa Holders:

Photo page of an Overseas
Passport **AND**
Permanent Resident Visa **AND**
NZ Tertiary Student ID Card **OR** NZ
Driver's License



CV & Cover Letter

Ensure that your CV and cover letters are clear, succinct and correctly structured

ACE Nursing CV & cover letter templates with instructions and advice are available for download



Optimising your selection

Think
carefully

Use your selections wisely...

Select up
to 5
Employers

Don't limit yourself to only one employer-pick 5
Choose somewhere you have had clinical
experience

Select up
to 5
Practice
Settings

Select 5 but choose somewhere you have had a
placement and check your selection is available in
your area.



Requesting References

- You need two references, from one **Preceptor** and one **Clinical Tutor** who **supervised your final placement**.
- Ask your referees for permission **BEFORE** you send the ACE electronic reference request
- Double check you have the correct email address for your referees
- Your referee report and your application is only complete once both your referees have completed and submitted your reference to ACE
- Both referees **MUST** complete and submit their referee reports to ACE before **12pm (noon), Tuesday 29th April 2025**

Common application mistakes

Applying to the wrong portal i.e. RN – double check

Entering contact details incorrectly – double check name & email address of both yourself and referees

Indicating a scholarship on application but not providing proof of scholarship

Requesting references late in the application process, the earlier the better!



What Happens After Application Closes?

- The ACE team undertakes an audit of all complete applications.
- Ineligible applicants will be exited from the process.
- Eligible applicants will be moved into the EN National Talent Pool and remain there while eligible.
- All participating employers will have access to the EN National Talent Pool and the supporting information provided by applicants
- Applicants exit the EN National Talent Pool if they withdraw or their eligibility changes – this includes applicants who become ineligible because they are more than two years beyond the date they passed the State Final exam.



Interviews & Assessments

Employers use their own interview or assessment processes

The ACE Consultant does not have access to the shortlist of applicants **this is an employer process**

Employers are responsible for determining the number of positions available, undertaking interviews, conducting the selection process, making employment decisions, and finalising the formal employment process for successful applicants.

Any Questions?

ACE Enrolled Nurse Website

<https://en.acenz.net.nz>

ACE Enrolled Nurse Facebook Page

ACE Contact Centre (Mon – Fri)

📞 0800 223 236

✉ nor.en@tewhatauora.govt.nz

Kiwi Health Jobs Website www.kiwihealthjobs.com

Regional Health New Zealand Career Websites

Other employer websites- some are linked from the ACE website

