

Applicant Name:	
Passport Number:	
Email Address:	

The visa application checklist helps you check that you have included all of the necessary documentation that is needed by the department to process your visa application.

How to use this checklist

1. Before you sign your visa application form, use this checklist to ensure that you have included all necessary documentation to support your claims.
2. When you are satisfied that you have correctly completed your visa application form and all of the necessary documentation is included, you should sign and date your visa application form.
3. Include this completed checklist when you lodge your visa application form and all necessary documentation.

Other important information

Please be aware that the decision on your visa application may be decided on the information and documentation that you include at the time of lodgment. You may be asked to provide information in addition to that provided in your application. If you are, you will be given a date by which you will have to provide the information.

The provision of false or misleading information or documents may have an adverse affect on the outcome of the application and will delay processing.

Delivery and courier charges

You are responsible for all costs of delivering information to the Australian Embassy in Amman by mail or courier, including any additional information that may be requested by the Embassy. If you give additional information to the Australian Visa Application Centre, you may be charged a courier fee for delivery to the Embassy.

For more information

See the DIAC website <http://www.immi.gov.au/migrants/family/family-visas-child.htm> for more information on this visa.

Please ensure latest versions of the application forms are used. See: <http://www.immi.gov.au/allforms/application-forms/>

The Visa Application Charge will not be refunded if a decision is made to refuse to grant the visa because the applicant did not satisfy the criteria for grant of the visa.

Do not provide original documents unless requested. You should provide certified copies of original documentation (as required in the checklist below). Documents not in English must be accompanied by accredited English translations.

Complete this checklist and attach all documentation – in the order provided below. The checklist should be placed to the front of your application.

NECESSARY VISA APPLICATION REQUIREMENTS – FOR ALL APPLICANTS OF SUBCLASS 101, 102, 117 AND 445	Tick the documents you are submitting	Official use only
Forms, fees and charges		
A completed and signed Form 47CH - <i>Application for migration to Australia by a child except for Subclass 445</i> including details of all dependents.	<input type="checkbox"/>	<input type="checkbox"/>
A completed and signed Form 40CH - <i>Application of Sponsorship for a child to migrate to Australia except for Subclass 445</i> completed and signed by the child's sponsor.	<input type="checkbox"/>	<input type="checkbox"/>
A completed and signed Form 918 - <i>Application for a subclass 445 (temporary) visa by a dependent child (only required for Subclass 445 applicants)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Whichever is applicable, a completed and signed: Form 956 - <i>Advice by a migration agent/exempt person of providing immigration assistance</i> or Form 956A - <i>Appointment or withdrawal of Authorised Recipient</i>	<input type="checkbox"/>	<input type="checkbox"/>
Payment of the Australian Government Visa Application Charge. Advice on how to pay this charge can	<input type="checkbox"/>	<input type="checkbox"/>

be found at www.visainfoservices.com OR if the Visa Application Charge has been paid at an office of the Department of Immigration and Citizenship in Australia, a copy of the receipt must be submitted		
Fully completed Form 80 signed by all visa applicants 17 years or older.	<input type="checkbox"/>	<input type="checkbox"/>
Personal documents - applicant		
Two recent passport-sized photographs (45mm x 35mm) of the child (four photos if health examinations have not been completed). These should be of the head and shoulders only, and should show the person facing the camera and against a plain background. Write the name of the child on the back of each of the child's photographs. Please ensure that photographs are not digitally enhanced.	<input type="checkbox"/>	<input type="checkbox"/>
A certified copy of the biodata page of passport(s) of all people included in the application.	<input type="checkbox"/>	<input type="checkbox"/>
A certified copy of the child's official birth registration showing both parents' names.	<input type="checkbox"/>	<input type="checkbox"/>
If the child is 18 years of age or over and is a full time student, evidence of their enrolment.	<input type="checkbox"/>	<input type="checkbox"/>
If the child is 18 years of age or over, evidence that they are financially dependent on their sponsor for the basic needs of food, shelter and clothing, and how long this support has been provided. Evidence may include bank statements, money transfers, rent receipts etc.	<input type="checkbox"/>	<input type="checkbox"/>
Personal documents - sponsor		
Two recent passport-size photographs (45mm x 35mm) of your partner. (Please ensure that photographs are not digitally enhanced.) These should be of the head and shoulders only, and should show the person facing the camera and against a plain background.	<input type="checkbox"/>	<input type="checkbox"/>
Evidence that the sponsor has the legal right to determine where the child shall live. <ul style="list-style-type: none"> Form 1229 completed by both parents of the child. Certified copies of parent's passport to verify signatures. Statutory declaration from each person with legal responsibility for the child stating that they have no objection to the child migration. 	<input type="checkbox"/>	<input type="checkbox"/>
Photocopies of the following documents to show your sponsor's current employment: <ul style="list-style-type: none"> Australian income and/or overseas tax assessment notice and a letter from their employer confirming length of employment and annual salary If your sponsor is self-employed or self-funded from other sources, business documents or a letter from your sponsor's accountant.	<input type="checkbox"/>	<input type="checkbox"/>
If applicable - A statement from the sponsor regarding any other person for whom the sponsor has signed a maintenance order and/or an Assurance of Support. This statement must: <ul style="list-style-type: none"> show the sponsor's relationship with this other person or persons specify the dates of lodgment of any sponsorship or nominations (including any current sponsorship) See: Fact Sheet 34 Assurance of Support: http://www.immi.gov.au/media/fact-sheets/34aos.htm	<input type="checkbox"/>	<input type="checkbox"/>
If the child is under 18 years of age, their sponsor and his/her partner must provide the following: <ul style="list-style-type: none"> an AFP (Australian Federal Police) National Police Check, if the sponsor has lived in for more than 12 months or more (cumulatively and continuously) in Australia since turning 16 years of age. police certificates from each country in which the sponsor has lived for more than 12 months or more (cumulatively and continuously) in the last 10 years since turning 16 years of age. See: AFP (Australian Federal Police) National <u>Police</u> Checks: http://www.afp.gov.au/what-we-do/police-checks/national-police-checks.aspx Sponsor Eligibility: http://www.immi.gov.au/migrants/family/child/101/eligibility-sponsor.htm Character Requirements Penal Clearance Certificates : http://www.immi.gov.au/allforms/character-requirements/character-penal.pdf	<input type="checkbox"/>	<input type="checkbox"/>
Necessary Requirements – specific to Adoption visa applicants – subclass 102		
Certified copy of the adoption papers or compliance certificate (for signatories to the Hague Convention on Inter-country Adoptions) including evidence that the competent authority permits the child to migrate to Australia.	<input type="checkbox"/>	<input type="checkbox"/>
Letter from the Australia State/Territory adoption authority supporting the adoption.	<input type="checkbox"/>	<input type="checkbox"/>
Evidence of the adoptive parent(s)' residence outside Australia for more than 12 months at the time of application.	<input type="checkbox"/>	<input type="checkbox"/>

Necessary Requirements – specific to Orphan Relative applicants – subclass 117		
If one or both parents are deceased, a death certificate or other official documentation to verify this.	<input type="checkbox"/>	<input type="checkbox"/>
If one or both parents' whereabouts are unknown, evidence of how long they have been missing and what efforts have been made to contact or find them.	<input type="checkbox"/>	<input type="checkbox"/>
If one or both parents are permanently incapacitated, evidence showing why they are unable to care for the child. <i>For example, if a parent has a physical or mental illness which stops them from being able to care for the child, provide a medical report to verify this.</i>	<input type="checkbox"/>	<input type="checkbox"/>
Documents to show the child's relationship to the sponsor. <i>For example: Birth certificate of the child's parents and birth certificate of sponsor would indicate siblings' relationship.</i>	<input type="checkbox"/>	<input type="checkbox"/>

Necessary Requirements – specific to Extended Eligibility applicants – subclass 445		
Evidence to show that applicant's parent has been granted either of the following visa: <ul style="list-style-type: none"> • subclass 445 visa; OR • a temporary Partner class visa in Australia; OR • a provisional Partner class visa overseas. 	<input type="checkbox"/>	<input type="checkbox"/>

Addendum: For IRAQI Applicants		
<ul style="list-style-type: none"> • For IRAQI applicants: colour copies of Identity Card, Nationality Certificate, Passport and Civil Marriage Certificate are required to be submitted at the time of lodgments for documents checking. These documents must be accompanied by accredited English translations. 	<input type="checkbox"/>	<input type="checkbox"/>