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| 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 necessary documentation.

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.

Applicants should not make arrangements to travel to Australia until advised that their visa has been approved. 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.

Delivery and courier charges

You are responsible for all costs of delivering information to the Australian Embassy 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 www.immi.gov.au/students/ for more information on this visa.

Please ensure the 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.

| Required documents | Tick the documents you are submitting | Official use only |
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| A completed and signed Form 157A – <i>Application for a student (temporary) visa.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| Payment of the Australian Government Visa Application Charge. Advice on how to pay this charge can 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. | <input type="checkbox"/> | <input type="checkbox"/> |
| Certified copies of valid passport or travel documents of all people included in the application. Passports must not have expired. If you are asked to attend a DIAC Office you must bring your passport. | <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 Authorized Recipient</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| Letter of offer issued by your education provider for the course(s) you are undertaking. | <input type="checkbox"/> | <input type="checkbox"/> |
| Full Resume that outlines the following information: (1) Qualifications and where attained. (2) Employment history in the last five years, position and organisation. (3) Publications, attendance at workshops, seminars or training in last 2 years. (4) Details of previous/current visas held. | <input type="checkbox"/> | <input type="checkbox"/> |

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| <p>(If you are married/with or without children)</p> <p>Certified evidence of the relationship between the applicant and all members of their family unit (spouse and children only), including those who are not joining the applicant in Australia. For example, family registration, marriage certificate, birth certificate of child, adoption certificate of a child, evidence of custody of child.</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| A penal certificate from the Court of Justice, certified by the Ministry of Justice and the Ministry of Foreign Affairs. | <input type="checkbox"/> | <input type="checkbox"/> |
| Evidence of education/qualification and work history up to the date of application. | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>English language requirement: You are required to submit evidence of your English language proficiency.</p> <p>The Department of Immigration and Citizenship will accept any of the following English language tests as evidence of English Language Proficiency.</p> <ul style="list-style-type: none"> • International English Language Testing System (IELTS) • Test of English as a Foreign Language internet-based test and paper-based test (TOEFL). • Pearson Test of English (PTE) Academic • Cambridge English: Advanced (CAE) test (also known as Certificate in Advanced English). <p>Detailed information on English language requirement and acceptable evidence is available on www.immi.gov.au/students/students/572-3/eligibility-student.htm#e for AL3 applicants.</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>Financial requirement: Provide evidence that you have sufficient funds to cover yourself and your family members for the first 18 months of your stay in Australia for:</p> <ul style="list-style-type: none"> • living costs • tuition costs • school costs for any school-age children. <p>You must declare on your student visa application that you have access to sufficient funds to cover the same costs for the remainder of your stay. <i>Financial declaration part of the application form must be signed.</i></p> <p>An evidence of regular income for the sponsor is required. i.e. Letter of employment, company registration, etc.</p> <p>Detailed information on defining acceptable sources of finance, calculating the amount fund required and categories of expenses which need to be funded for living in Australia is available on www.immi.gov.au/students/students/572-3/financial.htm for AL3 applicants.</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| If you are a student visa applicant under the age of 18 - Necessary Requirements | | |
| <p>Certified permission from both parents for visa to be granted.</p> <p>or</p> <p>Form 1229, completed by both parents.</p> <p>Otherwise, evidence that one of the parents has no custodial rights (for example: death certificate, court decision record).</p> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>If you are under 18 years of age you must provide evidence of either (a), (b) or (c).</p> <p>a) If you intend to reside in Australia with a parent, or a person who has custody of you, you must provide evidence of the relationship and that they have the right to remain in Australia for the period of your stay, or until you turn 18 years, whichever is the lesser period.</p> <p>b) If you intend to reside in Australia with a relative nominated by a parent or a person who has custody of you, you must provide evidence of the relationship, evidence that the relative is at least 21 years old, police clearances, and evidence that the relative has the right to remain in Australia for the period of your stay, or until you turn 18 years, whichever is the lesser period.</p> <p>Police clearances do not need to be submitted at the time you lodge your application but will need to be submitted before your visa can be granted.</p> <p>For further information see: http://www.immi.gov.au/allforms/character-requirements/</p> <p>c) If you will not be residing in Australia with one of the above-mentioned persons, you must provide a signed statement from your education provider confirming that appropriate arrangements have been made for your accommodation, support and general welfare during your stay in Australia.</p> | <input type="checkbox"/> | <input type="checkbox"/> |

| If there are minors included in the application | | |
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| Evidence of enrolment in a school in Australia for each child (aged between 5 – 18 years old) included in the application. | <input type="checkbox"/> | <input type="checkbox"/> |
| Please note that it is not a requirement to have medical examinations prior to lodgment of an application but if an applicant wishes to do so a Doctor authorized by the Australian government must be used. See http://www.immi.gov.au/contacts/panel-doctors/ | <input type="checkbox"/> | <input type="checkbox"/> |

I hereby acknowledge that:

☐ I have provided all necessary documentation for a decision to be made on my visa application.

or

☐ I have not provided all the information requested on this checklist and I am aware that a decision may be made based on the information I have provided.

I also acknowledge that I am responsible for any related mail, courier and document handling charges, including cost for providing any additional information that may be requested by the department.

Note: Form must be signed by parent(s) or guardian if applicant is under 18.

Applicant name:

Signature:

Date:

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Visa Application Centre Use Only

Processing officer name:

Processing officer signature: