



## CHILD CHECKLIST

(SUBCLASSES 101-Child, 102-Adoption, 117-Orphan Relative, 445-Extended Eligibility)

The following documentation is required for a full assessment of your application. Lodgement of a complete application will facilitate the processing times in the majority of cases. Your application could be delayed if outstanding documentation is requested AFTER lodgement.

All application and sponsorship forms are available free of charge from [www.immi.gov.au](http://www.immi.gov.au)

Please contact VFS Pty Ltd (VFS) for their acceptable payment types and current immigration visa application charge amounts. VFS will charge a service fee above the visa application charge.

### **Please complete and return this document when you submit your application**

You are requested to provide the following items as relevant to your application. Please note that **documents not in English must be translated into English and the original translation must be submitted**. A true certified copy of the original (untranslated) document is also required.

Please see Form 47CH for information about the different subclasses and ensure that you indicate the correct one. Please use the most recent version of the forms available from [www.immi.gov.au](http://www.immi.gov.au)

If more than one application is lodged at the same time, such as for siblings, only one visa application charge is payable. A separate application, sponsorship forms and information is required for each applicant.

*Note: the High Commission recommends that you do not make non-refundable or unalterable travel arrangements. There is no guarantee that you will be granted a visa. The High Commission will not give an application higher processing priority simply because travel arrangements have been made.*

**Documents for All Child Visa Subclasses** (refer also to additional documentation required for specific subclasses)

- Completed and signed Form 47CH (**Not applicable to Extended Eligibility subclass 445 – refer below**) If more than one applicant, a separate form is required for each
- Completed and signed sponsorship Form 40CH. If more than one applicant, a separate form is required for each (**Not applicable to Extended Eligibility subclass 445 – refer below**)
- Payment of the Australian Government Visa Application Charge. Advice on how to pay this charge can be found at [www.vfs-au.co.za](http://www.vfs-au.co.za) **OR** if the Visa Application Charge has been paid to an office of the Department of Immigration and Citizenship in Australia, the original pink copy of the receipt must be submitted. Note that VFS will charge a separate service fee for handling the application.
- A photocopy of the biodata page of the current valid passport for each applicant. **Please do not submit the actual passport if the health examination has not been completed as the passport will be required for the health examination.**
- 4 x recent (no older than 6 months) passport photos for all applicants and one passport photo of the sponsor
- Evidence of any name change by deed poll
- Evidence of sponsor's Australia citizenship, permanent residence or eligible New Zealand citizenship (*ie resident in Australia on 26 February 2001*)
- Certified copy of applicant's FULL birth certificate showing names of both parents
- Certified copy of death certificate of applicant's parent (if applicable)

- If another parent (other than the sponsor) has custody or access rights to any children under 18 included in the application/s, an original completed migration consent form for the child, signed by the other parent (the consent form is available on the [www.vfs-au.co.za](http://www.vfs-au.co.za) website under 'Checklists') Alternatively, the other parent can provide a signed and witnessed letter giving their consent to the child's migration. In either case a copy of the other parent's identification must be provided with the consent, as well as a telephone number or other contact details. If the sponsor has sole custody of the child/children, please provide evidence.
- Proof of sponsor's funds to support sponsorship undertaking
- If the applicant is 16 years or older, police clearance certificates required from all countries the child has lived in for 12 months or more since they turned 16. **ORIGINALS** must be provided, as copies of police clearances, even when certified, are not acceptable for migration purposes.
- Health examinations from an Australian approved panel doctor are required for all applicants. Radiological (chest) examinations are also required for applicants who are 11 years and older. (Forms are available from panel doctors and panel radiologists. A list of panel doctors can be found at <http://www.immi.gov.au/contacts/panel-doctors/>).
- If an applicant is under 18, and the sponsor and spouse or de facto partner, **have spent** at least 12 months or more in Australia since turning 16 years of age, the sponsor will be required to provide an Australian National Police Certificate if the person has spent a total of 12 months or more in Australia since turning 16 years of age; and police checks from each country other than Australia in which the person has spent a total of 12 months or more in the last 10 years since turning 16 years of age. Information about obtaining an Australian NPC can be found at [www.afp.gov.au/business/national\\_police\\_checks](http://www.afp.gov.au/business/national_police_checks) or by telephoning the AFP in Australia on (02) 6202 3333. When completing the NPC application form please use Code 33 at Question 1 on the form and include details of any, and all, names you have been known by. If an AFP certificate is provided based on incorrect information, the department may request another certificate. Please note fingerprints are not required for the NPC.

**OR**

- If an applicant is under 18, and the sponsor and spouse or de facto partner, **have not** spent at least 12 months or more in Australia since turning 16 years of age, the sponsor will be required to provide police certificates from each country in which they have spent a total of 12 months or more in the last 10 years since turning 16 years of age.
- Discretionary Assurance of Support (may be requested after application is assessed)
  - Certified copy of the marriage certificate for the applicant's parents (if applicable)

**Dependent Child: subclass 101 (additional documentation)**

- If child was adopted by the sponsor before the sponsor obtained Australian permanent residence, certified copy of adoption documentation.
- If child is a step child of the sponsor, evidence of the spousal relationship between the sponsor and the child's natural mother or father. If that spousal relationship has ceased evidence that the sponsor has sole legal custody of the child.
- If child is 18 or older, completed form 47A (available from [www.immi.gov.au](http://www.immi.gov.au))
- If child is 18 or older evidence of their full study history since turning 18 (eg. enrolments, academic records). This evidence needs to show whether the study was full-time or part-time. Include evidence of any current study.
- If child is 18 or older, evidence of their FINANCIAL dependency on the sponsor for their basic needs such as food, shelter and clothing and the duration of this dependency.
- If child is 18 or older, and is claiming to have a disability, evidence from a qualified medical practitioner that the child has total or partial loss of bodily or mental functions and this prevents the child from working

**Adopted child: subclass 102 (additional documentation)**

- If applicant has been formally adopted by sponsor, certified copies of the adoption papers or adoption compliance certificate
- If applicable, evidence that the sponsor resided outside of Australia for 12 months or more before date of application, and evidence that the period of overseas residence was for purposes other than the adoption of the child

- If child has been allocated for adoption, a letter from the Australian State/Territory adoption authority supporting the adoption

**Orphan relative: subclass 117 (additional documentation)**

- Evidence that sponsor is related to applicant (for example, certified copy of birth certificates which can show a family relationship between the applicant and sponsor)
- If applicant's parent/s are missing, evidence of how long they have been missing and what efforts have been made to contact or find them
- if parent/s are permanently incapacitated and unable to care for the applicant, evidence to support this (eg a medical report, court orders)

**Extended Eligibility: subclass 445 (additional documentation)**

- Complete and signed Application Form 918
- Evidence that applicant's parent holds one of the following visas: Subclass 309 (Spouse Provisional), Subclass 310 (Interdependency), Subclass 445 (Dependent child), Subclass 820 (Partner), Subclass 826 (Interdependency).
- Evidence that applicant is a child of the visa holding parent
- If child is 18 or older, completed form 47A (available from [www.immi.gov.au](http://www.immi.gov.au))
- If child is 18 or older, evidence of their full study history since turning 18 (eg. enrolments, academic records). This evidence needs to show whether the study was full-time or part-time. Include evidence of any current study.
- If child is 18 or older, evidence of their FINANCIAL dependency on the visa holding parent for their basic needs such as food, shelter and clothing and the duration of this dependency.
- If child is 18 or older, and is claiming to have a disability, evidence from a qualified medical practitioner that the child has total or partial loss of bodily or mental functions and this prevents the child from working

\* **Visa application charges are subject to change. Please confirm current fee before you lodge your application.**

\*\* **This is a list of general requirements. Once your application is assessed, you may be required to provide additional information.**