

# **Australian Embassy Myanmar**

## **Visa and Immigration Office**

## APPLYING FOR A STUDENT VISA TO AUSTRALIA

#### Who should apply for a Student visa?

For those who wish to undertake study in Australia in:

- ELICOS, subclass 570
- Primary and Secondary School, subclass 571
- Vocational Education and Training, subclass 572
- Higher Education, subclass 573
- Post Graduate Research, subclass 574
- Non Award Courses, subclass 575

## Where do I lodge my application?

All visa applications should be lodged at the Australian Visa Application Centre (AVAC) in Myanmar operated by VFS Global.

Address: #305, Prime Hill Business Square,

No. 60, Shwe Dagon Pagoda Road, Dagon Township, Yangon, Myanmar

Telephone: 02-118-7100

Email: info.aurgn@vfshelpline.com

Contact Centre hours: 08.30 hrs to 16.30 hrs

Business hours: 08.30 hrs. – 16.30 hrs. (Monday to Friday\*)
Application lodgement hours: 08:00 hrs. – 15:30 hrs. (Monday to Friday\*)
Passport Collection hours: 08:30 hrs. – 16:30 hrs. (Monday to Friday\*)

\*Except on Public Holiday (http://www.myanmar.embassy.gov.au/rang/aboutus.html)

A fee will be charged for this service in addition to the scheduled fee charged by the Australian Government for all visa applications. For more information about lodgement procedures, fees charged, contact details, office locations and office hours, please visit <a href="http://www.vfsglobal.com/australia/myanmar">http://www.vfsglobal.com/australia/myanmar</a>

#### How much will this visa cost?

There is an application charge for this visa. This will not be refunded if your application is unsuccessful, or if you decide to withdraw your application after you have lodged it. There are application charges for you and all family members included in your application.

See: http://www.border.gov.au/Trav/Visa/Fees

## Important things to remember when making an application

Applicants are required to disclose information about all previous visa applications. The provision of false or misleading information in an application could lead to the application being refused. It is important that you lodge a **complete application**. A complete application is one that provides all information necessary for a decision to be made. You should support your application with as much information as possible at the time of lodgement as a decision

may be made solely on the information that you have provided with your application. You will be advised if an interview is required to assist in finalising your application.

### What do I need to provide?

You may be asked to provide further documents or information relating to your particular circumstances after your application has been lodged. The list of supporting documentation below is not exhaustive. You should provide documents certified as true copies of the original, with the exception that we require the original bankbook. Documents can be certified as true copies of the original by any person or agency recognised by the law of the country in which you live can certify documents. You should also provide an English translation of any document in another language. You may choose to provide original documents and a set of clear copies. All originals will be returned to you after the copies have been certified.

#### How long will I need to wait for the visa?

The processing time of student visa application varies for different visa subclasses. Furthermore, an application may take longer if the application is incomplete at the time of lodgement or if there are other issues with your application such as child custody, character concerns relating to previous immigration history or criminal convictions, or if further medical checks are required. If your application is likely to take longer than a standard processing time, you will be fully informed of the reason for any delays. For more information on Student visa processing time please visit,

http://www.border.gov.au/about/access-accountability/service-standards

## Can I ask another person to deal with the Embassy?

Australian privacy laws prevent this office from responding to enquiries from people not authorised by the applicant. This includes the person providing support to the application. If you want to authorise another person to discuss your application with this office, or receive correspondence about your application, you should indicate this by using a Form 956 which must be signed by both the applicant and authorised person.

http://www.border.gov.au/about/corporate/information/forms/application/numerical-list

Without a Form 956 we <u>cannot</u> talk about your case to anyone else, including your partner or family members.

### Australia's visa label policy

The Australian Government does not require holders of Australian visas to have a visa label in their passport.

We electronically record all visas issued to non-citizens providing them permission to travel, enter and/or remain in Australia. This means that evidence of a visa grant in the form of a visa label is no longer routinely issued to visa holders. Instead, electronic visas are linked to a visa holder's current passport which enables us to provide accurate, secure and real-time information about a visa holder's visa details. It is also more secure than issuing a visa label as it reduces the risk of fraud.

Having this electronic connection also enables online checking of visa details by visa holders, airlines, registered Australian organisations and Australian government agencies.

## About your visa

When you receive your Australian visa you are issued with a visa grant notification letter that explains the conditions of your visa including period of validity and entry requirements. You should retain this for your own reference and may wish to carry it with you when you travel as it contains important information about your visa. The information contained within the visa grant notification letter will help you check your visa details online using the department's Visa Entitlement Verification Online service, known as VEVO.

## **Application Document Checklist**

This application document checklist details the information and supporting documents (personal, health and character) required to assist with the lodgement of a complete application with the department. You may also need to provide additional information and documentation after you have made your application if the department requires it.

After completing this checklist, please attach it to the front of your application.
<ul> <li>Form 157A – completed in English and signed by the primary applicant and each dependent applicant over 18 years old</li> <li>A non-refundable visa application charge. See <a href="http://www.border.gov.au/Trav/Visa/Fees">http://www.border.gov.au/Trav/Visa/Fees</a></li> </ul>
Form 54- Family Composition - complete the form in English and signed <a href="http://www.border.gov.au/Forms/Documents/54.pdf">http://www.border.gov.au/Forms/Documents/54.pdf</a>
☐ Signed Household Registration Form – notarised copy of Myanmar original and notarised English translation.
One recent passport size photo of you and any dependent applicants; attached to the application form
A clear photocopy of your passport biodata page (the page with your photograph) and a copy of all other pages in your passport that contains a stamp and/or visa. Recommended that your passport should have at least six months left before the expiry date.
☐ National Registration Card and Birth certificate
<ul> <li>Evidence of relationship between you and each family member included in the application (eg birth or marriage certificate)</li> <li>Military discharge peners (if applicable)</li> </ul>
<ul> <li>Military discharge papers (if applicable)</li> <li>Confirmation of Enrolment (CoE) certificate</li> </ul>
☐ If your family members have turned 5 years of age, but have not yet turned 18, and are remaining with you in Australia, you will need to provide documentation confirming their enrolment in an Australian school (eg. CoE)
Evidence of any English language proficiency test undertaken in the last 12 months (assessment level 3 only)
If you or anyone included in the application is, or has been married, the marriage certificate(s) must be provided. If you are living in a de facto relationship, independent evidence that you have been in the relationship for at least 12 months. For example: joint bank account statements, billing accounts in joint names etc.
Health Requirements
☐ Medical and x-ray examination results for yourself and each family member planning to accompany you to Australia.
Once the application is lodged, the case officer will provide you with a "Health Assessment" letter (by email, mail or fax). The Panel physician will need to see this letter as part of the

Medical examinations must be undertaken by a doctor from a list of approved physician provided

medical examination process so you should take the letter with you to your examination.

by the Visa and Immigration Office, Australian Embassy Myanmar.

## Panel Physicians- Yangon Medical and Radiology Clinic

Myanmar International SOS Clinic-Renaissance Inya lake Hotel

37 Kaba Aye Pagoda Road Telephone: +95 1 667 879

Fax: +95 1 667 866

**Doctor(s):** Dr Chantal Bonfils or Dr Khin Cho Htay

Evidence you have paid for <u>Overseas Student Health Cover (OSHC)</u> for the period of your intended stay in Australia for yourself, and evidence that all family members (if included in your application) have paid for <u>Overseas Visitors Health Cover(OVHC)</u>

## **Financial requirements**

□ Evidence that you have sufficient funds to support yourself and all family members, whether included in the application or not, for the first 12 months of your study and stay. You should provide evidence that you have sufficient funds to cover:

Expenses	Per Person	Amount required in AUD					
	Applicant	Return air fare to Australia					
Travel	Family members	One return air fare to Australia per person					
	Applicant	Course fees					
Tuition	School-age	AUD8000 per year					
	children aged 5-18						
	Applicant	AUD18610 per year					
Livina	Partner	AUD6515 per year					
Living	First child	AUD3720 per year					
	Each other child	AUD2790 per year					

The funds to support you and your family members can come from any source, other than non-cash assets, or **bonds**, **including government bonds**. When calculating sufficient funds, non-cash assets may not be used unless they have been liquidated (and held as a money deposit) or used as collateral for a loan. If you are providing a bankbook, you must provide the **original** bankbook which will be returned to you with your passport.

Evidence of the source of income of your funds or the person supporting you
financially. For example, payslips, company tax statements, legal documents showing
the sale of property or goods.

If you are being financially supported by someone else, they must provide a signed declaration (in English, or translated into English) that they agree to support you. You must also provide a copy of their identification (such as ID card or passport) and their contact details (telephone number, address, and e-mail address).

### **Educational Qualifications**

Your educational qualifications,	including certif	icates of trai	ining courses	and	course
transcripts relating to studies con	apleted at tertiary	y/secondary	institutions.		

Evidence	of	your	qualification	and	work	history	up	to	the	date	of	application	(if
applicable	(:)												

## Applicants under 18 years of age

If you are under 18 years of age, your parents and/or anyone who can legally decide where you can live must give permission for you to study in Australia.

If any of these people cannot sign your student visa application on your behalf, they must sign BOTH of the following:

Form 1229 Consent form to grant an Australian visa to a child under the age of 18

	years
	a statutory declaration giving their permission. You must submit this declaration with your application (See: Attorney-General's Department > Statutory Declarations).
Applic	ants under the age of 18 years must provide:
	If travelling without both parents, evidence that he/she will be taken care of in Australia.
	Two forms of identification (with a signature) for any non-accompanying parent.
	Where one or both parents are deceased, proof that the remaining parent or the guardian has legal custody of the applicant

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 hold, or are applying for, a student guardian visa for the length of your stay or until you turn 18 years, whichever is the lesser period. You will be required to complete Form 157N – Nomination of a Student Guardian; or

Where there are custody issues, further documentation may be requested

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, and that the relative is at least 21 years old, has a police clearance, and has the right to remain in Australia for the period of your study in Australia, or until you turn 18, whichever is the lesser period. You will be required to complete and submit Form 157N – Nomination of a Student Guardian.

- Police clearances must be provided by your relative for the country or countries in which they have resided for more than 12 months in the past 10 years after the age of 16. **See:** Character Requirements Penal Clearance Certificates at <a href="http://www.border.gov.au/Trav/Visa/Char">http://www.border.gov.au/Trav/Visa/Char</a>
- ☐ A signed statement from your education provider confirming appropriate arrangements have been made for your accommodation, support and general welfare during your stay in Australia.

### Other important things to note:

- **Do not** provide original documents unless requested. You should provide 'certified copies' of original documentation.
- **Do not** book airline tickets for travel to Australia unless your visa has been granted. This office cannot assume responsibility for meeting deadlines imposed by your proposed travel arrangements.

For further detailed information, please visit <u>www.border.gov.au</u> or <u>www.myanmar.embassy.gov.au</u>