



# AUSTRALIA STUDENT VISA GUIDE

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**Please use this guide to direct you step by step through the whole online visa application.**

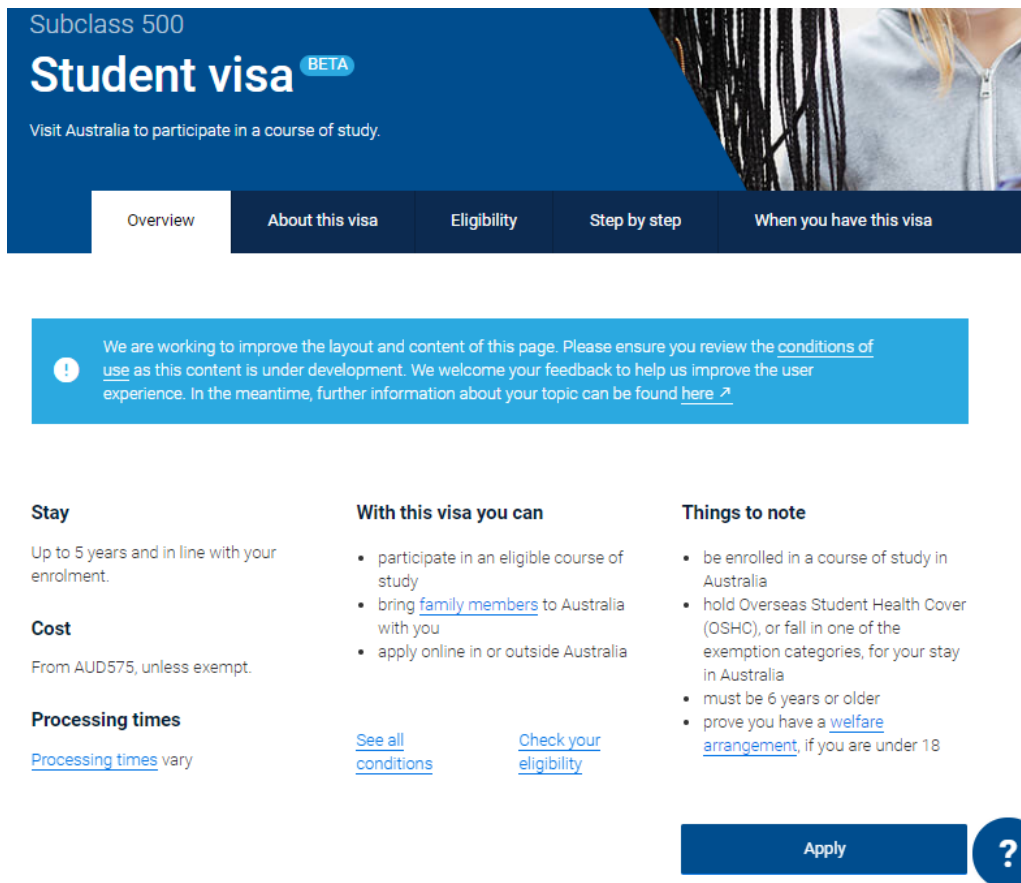
If you have a question, first consult this guide but when in doubt with a question or concern, call/email your program manager.

Screenshots are a HUGE help so send that along if you can!

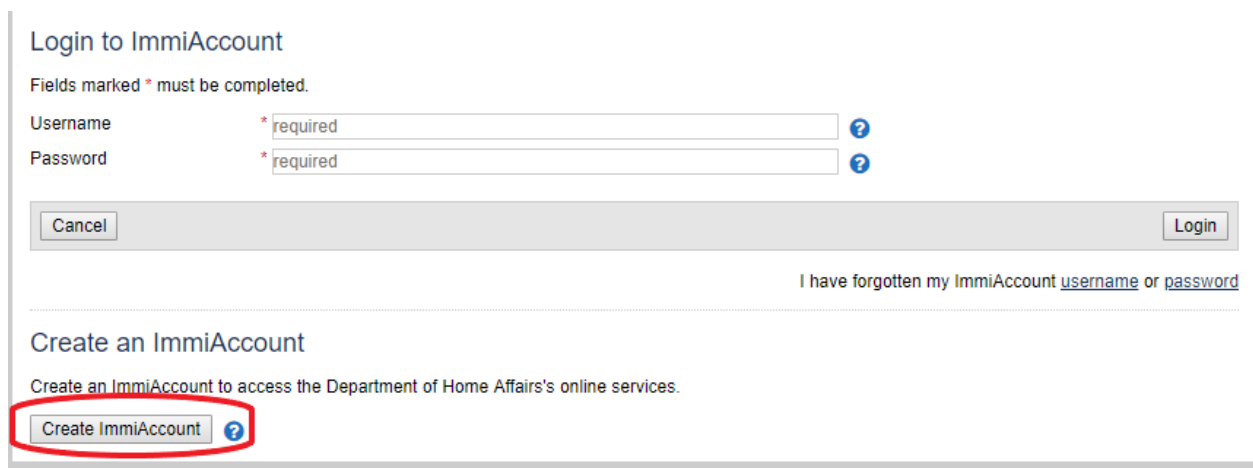
## Step 1: Create your ImmiAccount Login

1. Enter this link in your browser: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500>

You will be taken to this page – click on the blue “Apply” box



2. Click “Create ImmiAccount” at the bottom:





3. Select “Individual” and fill in your details (Family name = last name, given names = first and middle name(s)) and do not use nicknames or abbreviations. The name you enter must exactly match your passport.

**Create an ImmiAccount - Step 1 of 2**


**Services Required**

Fields marked \* must be completed.


What type of online services do you need? ☒ Individual  ☐ Organisation (including agents) 

**New User Details**

Family name

\* required 

Given names




Phone

\* required

Mobile phone

Specify an email address to be used for account notifications - such as password resets.  
This should be an address where only you read the emails rather than a group email address.

Email address

\* required 

Confirm email address

\* required

Cancel

[Accessibility](#) | [Copyright & Disclaimer](#) | [Online Security](#) | [Privacy](#)

4. Continue setting up your account

## Create an ImmiAccount - Step 2 of 2

### Account details

#### Login details

You can use your email address as a username or enter a different username if you prefer.

After you have created your account you will not be able to change your username.

Username  \*

Password must be a minimum of nine (9) characters **and** include at least one (1) character from three (3) of the four (4) groups below:

- lower-case characters (a-z)
- upper-case characters (A-Z)
- digits (0-9)
- punctuation and special characters (~!@#\$%^&\*()\_+-=[]\,./?)

New password  \* required

Re-type new password  \* required

#### Secret questions and answers

Note: you will need to remember the exact answers to these questions if you forget your password.

Question 1  \*

Answer 1  \* required

Question 2  \*

Answer 2  \* required

Question 3  \*

Answer 3  \* required

#### Security alerts

ImmiAccount will send you alerts to help protect the security of your account. Select whether you wish to receive alerts about the following:

- ☒ Change name details
- ☒ Successful logon
- ☒ Change password

You can change these preferences in the future if required.

#### Declaration

##### Terms and conditions

[View the ImmiAccount terms and conditions](#)

☐ \* I accept the ImmiAccount terms and conditions to access the Department of Home Affairs services and agree to an ImmiAccount being created in my name. All details on this form are correct.

##### Security check

☐ \* I am not a robot

5. This will bring you to this page, click continue

**Login successful**

**Information**

Your account has successfully been created.  
An email will be sent to the email address you provided, with your username and to confirm your email address.

If you do not confirm your email address you will not be able to:

- Retrieve a forgotten username
- Reset your password
- Receive account notifications.

It is important that you do this as you may end up locked out of your account, which could delay your application or result in you missing important deadlines.

**Current System issue:**

**Action Required flag still showing:**

Please disregard the action required flag **if you have already** provided the following information and it is still showing as required on your application summary page:

- Health Assessment
- Character assessment
- Biometrics
- Additional payment requirement

This is a known system issue that is currently being investigated by technical teams.

**Note: Citizenship applications are not affected.**

Please click continue to proceed to your application summary screen

Last successful login  
Last password changed 09/11/2018 05:11:56

Continue

6. Click on “New application”

My applications | My payments | Manage groups | Related links | Help and support

**My applications summary**

[New application](#) [Import application](#) [Submit applications](#)

[Advanced search](#)

**List of applications**

Sort by Last updated [Refresh](#)

No results found

[Accessibility](#) | [Copyright & Disclaimer](#) | [Online Security](#) | [Privacy](#)

7. Click on “Student.” This expands your options and click “Student Visa (500)”

My applications | My payments | Manage groups | Related links | Help and support

**New application**

- 482 - Temporary Skill Shortage
- Air & Sea Crew
- APEC
- Citizenship
- Family
- Health
- Refugee & Humanitarian
- Resident Return
- Skilled Migration
- Status resolution
- Student**
  - Student Guardian Visa (590)
  - Student Visa (500)
  - Student Visa (Subsequent Entrant) (500)
- Temporary Work (Activity)
- Visitor
- Work & Holiday

Cancel

8. After viewing the terms and conditions, click that you have read them and click next

Application for a Student Visa

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Terms and Conditions

[View Terms and Conditions](#)

[View Privacy statement](#)

☐ I have read and agree to the terms and conditions

Print Go to my account Next

## Step 2: Application Context

Tips:

- Enter your current location. Most of you are applying from the United States.
- Confirmation of enrolment – yes, you hold a CoE. You were sent this document when we told you to apply for your visa.
- Other evidence of intended study – no
- Education sector – Non-Award
- Closure of education provider – no (this is important! Answer must be no!)
- Commonwealth funded student - no

Application for a Student Visa

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Application context

Current location <sup>?</sup>

Give details of the applicant's current location.

Current location

Confirmation of enrolment

Does the applicant hold a Confirmation of Enrolment (CoE) for any intended course of study in Australia?

☐ Yes ☐ No <sup>?</sup>

Other evidence of intended study

Does the applicant hold evidence of their intended study in Australia other than a CoE?

☐ Yes ☐ No

Note: Do not add a Letter of offer for a course that has already been included in the Confirmation of enrolment section above. Adding a CoE and a Letter of offer for the same course is unnecessary and may lead to delays in processing the application.

Education sector

Select the education sector of the applicant's principal course.

Education sector

Closure of education provider

Is the applicant applying for this visa due to the closure of their Australian education provider?

☐ Yes ☐ No <sup>?</sup>

Commonwealth funded student

Is the applicant receiving partial or full funding under a training scheme approved by the Commonwealth government of Australia?

☐ Yes ☐ No <sup>?</sup>

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Tips:

- Your CoE code is in the top right corner of your CoE document
- Is this course a continuation... - yes

Application for a Student Visa

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Confirmation of enrolment details

CoE code

Is this course a continuation of the applicant's studies or training outside Australia?

☐ Yes ☐ No

### Step 3: Primary Applicant Details

Tips:

- Enter your passport information *exactly* as it appears on your passport
- National Identity Card – most of you say no. If you have one, you know if you do.
- Answer the rest of the questions accordingly
- You do not need to enter any other identity documents
- Health Examination – say **no**. (This is referring to an exam specifically for the visa by a panel- approved doctor.)
- Place of issue/issuing authority is “United States Department of State” if you have a US passport. Other passports – your issuing authority should be on your passport somewhere.

*This visa guide is aligned for those with a US passport, so additional documents may be requested if using a different passport.*

#### Note for students who hold dual citizenship:





Enter the information for the passport you will be traveling on. If you aren't sure which passport to travel on, we recommend using the one that matches the country you plan to return to following the end of your program. Then list your second citizenship/passport information at the end of the section where it requests that information. If you are still unsure or have further questions, please reach out to your program advisor to discuss.

## Primary applicant

Information: Entering names incorrectly may result in denial of permission to board an aircraft to Australia, or result in delays in border processing on arrival to Australia, even if the applicant has been granted a visa.

### Passport details

Enter the following details as they appear in the applicant's personal passport.

Family name	<input type="text"/>	
Given names	<input type="text"/>	
Sex	<input type="radio"/> Female <input type="radio"/> Male <input type="radio"/> Other	
Date of birth	<input type="text"/>	
Passport number	<input type="text"/>	
Country of passport	<input type="text"/>	
Nationality of passport holder	<input type="text"/>	
Date of issue	<input type="text"/>	
Date of expiry	<input type="text"/>	
Place of issue / issuing authority	<input type="text"/>	

It is strongly recommended that the passport be valid for at least six months.

### National identity card

Does this applicant have a national identity card?

☐ Yes ☐ No 

### Place of birth

Town / City	<input type="text"/>
State / Province	<input type="text"/>
Country of birth	<input type="text"/>

### Relationship status

Relationship status

### Other names / spellings

Is this applicant currently, or have they ever been known by any other names?

☐ Yes ☐ No 



**Citizenship**  
 Is this applicant a citizen of the selected country of passport?  
☐ Yes ☐ No ?

Is this applicant a citizen of any other country?  
☐ Yes ☐ No ?

**Other passports**  
 Does this applicant have other current passports?  
☐ Yes ☐ No ?

**Other identity documents**  
 Does this applicant have other identity documents?  
☐ Yes ☐ No ?

**Health examination**  
 Has this applicant undertaken a health examination for an Australian visa in the last 12 months?  
☐ Yes ☐ No ?

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**Tips:**

- Answer the question and provide additional documents if necessary

Transaction Reference Number (TRN): EGOK5Q0C1P 5/25

**Additional identity questions**  
 Provide further details below, where available.

**Previous travel to Australia**  
 Has this applicant previously travelled to Australia or previously applied for a visa?  
☒ Yes ☐ No

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**Tips:**

- This is asking if you are bringing a family member with you as a result of your visa (like bringing your child to be with you while you study.) Most of you will answer **no**. If your parent wants to travel to Australia with you to drop you off, the answer is still **no** because they will have their own tourist visa. Talk to your program manager if you are unsure.

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**Accompanying members of the family unit**  
 Are there any accompanying members of the family unit included in this application?  
☐ Yes ☐ No ?

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**Tip:** Note the Transaction Reference Number (TRN) at the top of your screen. This number is something you may use later to check in on the status of your visa. Write it down somewhere or snap a quick picture of the number with your phone.

## Step 4: Contact Details

### Tips:

- Department Office: Choose the office closest to you. If you are in the US, Washington is the only option.
- Country of Residence:
  - o **If you are a US citizen or permanent resident**, please choose “United States” from the country of residence drop down menu then provide your home address. Be careful about autofill!
  - o **If you are not a US citizen and have permanent residence elsewhere**, you should still choose the United States from the Country of Residence drop down menu since you are attending an undergraduate university in the United States. When you provide your address, please provide your address at your current US university/college.
- Address and phone number in Australia: leave these areas blank

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### Contact details

#### Department office

The applicant may be required to attend an Australian Government Office for an interview. Which is the closest office to the applicant's current location?

Office

#### Country of residence

Usual country of residence

#### Residential address in usual country of residence

Note that a street address is required. A post office address cannot be accepted as a residential address.

Country

Address

Suburb / Town

State or Province

Postal code

#### Contact telephone numbers in usual country of residence

Enter numbers only with no spaces.

Business phone

Home phone

Mobile / Cell phone

#### Residential address in Australia

Give details of the applicant's residential address in Australia (if known). Note that a street address is required. A post office address cannot be accepted as a residential address.

Country

AUSTRALIA

Address

Suburb / Town

State / Territory

Postcode

### Contact telephone numbers in Australia

Enter numbers *only* with no spaces.

Business phone

Home phone

Mobile / Cell phone

### Postal address for correspondence

Is the postal address for correspondence the same as the applicant's residential address in their usual country of residence?

☐ Yes ☐ No

### Email address

Email address

ewang@arcadia.edu

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## Step 5: Authorized Recipient

### Tips:

- Please choose no. If you choose yes you will need to fill out a lengthy form and often communication will go straight to that person rather than to you. You do not need an authorized recipient.
- Provide your email. Ideally this is the same email Arcadia is using with you and make sure it's an account you check frequently. You are notified via email when your visa is granted!

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### Authorised recipient

Does the applicant authorise another person to receive written correspondence on their behalf?

This authorises the department to send the authorised person all written correspondence that would otherwise be sent directly to the applicant.

- ☒ No
- ☐ Yes, a migration agent
- ☐ Yes, an education agent
- ☐ Yes, another person

This person is referred to as the 'authorised recipient'.

### Electronic communication

The Department prefers to communicate electronically as this provides a faster method of communication.

All correspondence, including notification of the outcome of the application will be sent to:

Email address

**Note:** The holder of this email address may receive a verification email from the Department if the address has not already been verified. If the address holder receives a verification email, they should click on the link to verify their address before this application is submitted.

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## Step 6: Non-Accompanying Family Members

Tips:

- This question is simply asking if YOU have a family (like a spouse or children). Please choose **No**.

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**Non-accompanying members of the family unit**

Details of all members of the family unit of the applicant must be included in this application whether or not they intend to apply for a student visa. If non-accompanying members of the family unit details are not included in this application, they will not be eligible for grant of a student visa at a later date. ⓘ

Does the applicant have any members of their family unit that have not already been included as an 'Accompanying member of the family unit' in this application?

☒ Yes ☐ No

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Tips:

- This question is asking if you have parents and/or siblings – most of you will say yes

**Application for a Student Visa**

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**Other family members**

Does the applicant have any parents or siblings in or outside Australia?

☒ Yes ☐ No ⓘ

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Tips:

- Enter the information for each family member

**Application for a Student Visa**

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**Other family members**

Relationship to primary applicant

Relationship to the primary applicant  ⓘ

**Family member details**

Family name  ⓘ

Given names  ⓘ

Sex ☒ Female ☐ Male ☐ Other

Date of birth  ⓘ

**Usual country of residence**

Usual country of residence  ⓘ

[Cancel](#) [Confirm](#)

## Step 7: Genuine Temporary Entrant

### Tips:

- Copy and paste the text that was in a word document attached to your CoE and visa email. It should look like this:

[ENTER TODAY'S DATE like 20 NOVEMBER 2021]

Dear Visa Officer,

I intend to genuinely stay in Australia temporarily.

Sincerely,

[YOUR FULL NAME AS IT APPEARS IN YOUR PASSPORT]

- Save the word document of this message with the appropriate date/name. You'll need to upload this later.

The screenshot shows the 'Application for a Student Visa' interface. At the top, it displays the Transaction Reference Number (TRN): EGOK5Q0C1P and a progress indicator 14/25. The section title is 'Genuine temporary entrant'. Below the title, there is a paragraph of instructions: 'All student visa applicants are required to provide information in support of their application to demonstrate that they meet the Genuine Temporary Entrant criteria. Give details to support the applicant's ability to meet the criteria and ensure supporting documents are attached'. A large text input box is provided for the applicant's response. At the bottom of the form, there are navigation buttons: 'Previous', 'Save', 'Print', 'Go to my account', and 'Next'.

## Step 8: Funding for Stay

### Tips:

- Select yes
- Select "Other financial Support"
  - o In the box write: "I have the funds to support myself while studying in Australia."

The screenshot shows the 'Application for a Student Visa' interface for Step 8: Funding for stay. The Transaction Reference Number (TRN) is EGOK5Q0C1P, and the progress indicator is 15/25. The section title is 'Funding for stay'. Below the title, there is a paragraph of instructions: 'Do all applicants in this application confirm that they each have access to sufficient funds to support themselves for the total period of stay in Australia and understand that further evidence of funds may also be requested?'. There are two radio buttons: 'Yes' (selected) and 'No'. Below this, there is a paragraph: 'Show how each applicant included in the application will support themselves in Australia to meet living, tuition and school costs. Select any that apply.' A list of options is provided: 'Government scholarship / financial support', 'Other organisation scholarship / financial support', 'Financial support from an individual', and 'Other financial support' (which is checked). Below the list, there is a text input box with the text 'I have the funds to support myself while studying in Australia.' At the bottom of the form, there are navigation buttons: 'Previous', 'Save', 'Print', 'Go to my account', and 'Next'.

## Step 9: Health Insurance

OSHC health insurance is a certain type of health insurance that the Australian government requires visiting students to have and is needed to get a visa. Your Australian school registered you for it and now this application just needs the proof.

### Tips:

- Select yes, you have OSHC, and it will expand to more questions:
- Was it organized by the education provider – yes
- The name of health insurer is listed on your CoE next to "OSHC Provider Name"
- Insurance policy number – this number should be in the comments section at the bottom of the "Student Details" section on your CoE or emailed to you by your Australian school or their insurance provider (like BUPA). **If you do not have either of those things yet, you can leave the policy number blank. Email your Program Advisor a screenshot if the application does not let you proceed without a policy number.**
- Here is where you can find your Insurance Policy Number:
  - Bond University - In an email you received from BUPA
  - James Cook University - in CoE comments
  - Griffith University - in CoE comments
  - Macquarie University - your Macquarie student number + MU (example: 1234567MU)
  - Queensland University of Technology -
  - University of Melbourne - In an email we forwarded you from Melbourne/BUPA
  - University of New South Wales - You do not have an insurance policy number yet. When asked if the OSHC was organised by your provider, make sure you selected "yes." You are prompted to attach further documentation (the Letter of Insurance attached) in the beginning or end of the process. Make sure you upload the letter at some point.
  - University of Queensland - Allianz health information shared via email from Program Advisor
  - University of Sydney - Provider ID number on CoE + US (example: 1234567US)
  - University of Technology Sydney - Medibank policy, comes via email
  - University of Wollongong - In an email you received from BUPA
- The dates of coverage are on your CoE as "Student Health Cover (OSHC) Start date: and End date:"

Application for a Student Visa

Transaction Reference Number (TRN): EGOK5Q0C1P 16/25

Health insurance

Overseas Student Health Cover

Does the applicant have Overseas Student Health Cover (OSHC)?

☒ Yes ☐ No

Was the Overseas Student Health Cover (OSHC) organised by the applicant's education provider?

☐ Yes ☐ No

Name of health insurer

Insurance policy number

Date from

Date to

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## Step 10: Education

### Tips:

- Highest level of schooling: Secondary
- Has the applicant completed or is currently enrolled in any other studies... : Yes
- Has the applicant previously studied in Australia: Answer accordingly

**Application for a Student Visa**

Transaction Reference Number (TRN): EGOK5Q0C1P 17/25

**Education**

Highest level of schooling  
Give details of the applicant's highest level of schooling completed outside Australia.

Highest level of schooling completed

**Education history**

Has the applicant completed, or is currently enrolled in any other studies or training outside Australia?  
☒ Yes ☐ No

Has the applicant previously studied in Australia?  
☐ Yes ☐ No

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[Accessibility](#) [Copyright & Disclaimer](#) [Online Security](#) [Privacy](#) (157A (Internet) 01/07/2016.1)

### Tips:

- Most of you have only completed a high school diploma so you would answer like in the screenshot “secondary school”
- Course name – High School Diploma (in Australia “course” can mean different things)
- Write your high school name
- Education History – yes
- Click the button to add details. See next screenshot.

**Application for a Student Visa**

Transaction Reference Number (TRN): EGOK5Q0C1P 17/25

**Education**

Highest level of schooling  
Give details of the applicant's highest level of schooling completed outside Australia.

Highest level of schooling completed

Course name

Institution name

Country of institution

**Education history**

Has the applicant completed, or is currently enrolled in any other studies or training outside Australia?  
☒ Yes ☐ No

**Add details**

Qualification	Institution name	Course name	Date from	Date to	Actions
<a href="#">Add</a>					

Has the applicant previously studied in Australia?  
☐ Yes ☐ No

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Tips:

This is What pops up when you add details.

You can see the information for a sample student as an example. Click on each drop down menu and select what is most fitting for you. Course name is your major. The institution is **whatever university you attend in the US**. Students that go to Arcadia would write Arcadia University but if you are just studying abroad through Arcadia, you write your school's name there.

- If you have attended more than one school, add another line of details and complete this again. If we asked you for an additional transcript, that means you should fill out a section for that school as well.

The screenshot shows a web form titled "Application for a Student Visa" with a progress bar at 17/25. The section is "Education history details" with the instruction: "Give details of all past and current studies at secondary level and above." The form contains the following fields:

- Qualification: Bachelor Degree in Science, Business or Technology (dropdown)
- Category of study: Public Health (dropdown)
- Field of study: Public Health, n.e.c. (dropdown)
- Course name: Public Health (text input)
- Institution name: Arcadia University (text input)
- Country of institution: UNITED STATES (dropdown)
- Date from: 30 Aug 2016 (calendar icon)
- Date to: 16 May 2020 (calendar icon)

At the bottom are "Cancel" and "Confirm" buttons.

## Step 11: Employment

Click "Add" and see the next screenshot

The screenshot shows the "Employment" section of the "Application for a Student Visa" form, page 18/25. The section is titled "Employment history" with the instruction: "Give details of the applicant's employment and unemployment history since leaving school/college/university." Below this are two bullet points:

- **Employment** includes all paid employment, self-employment, family business employment, work experience, internships, unpaid employment and volunteer work.
- **Unemployment** includes all gaps in employment since leaving school/college/university.

There is a table to "Add details" with the following headers: "Employment status", "Date from", "Date to", and "Actions". An "Add" button is located below the table.

Below the table is the "Future employment" section with the question: "Has the applicant been offered a job at the completion of their course?" and two radio buttons: "Yes" and "No".

At the bottom are navigation buttons: "Previous", "Save", "Print", "Go to my account", and "Next".

### Tips:

- Your employment status should be “Student”
- Answer the future employment question (no screenshot here but just add a sentence about what you want to do after graduation.)

Application for a Student Visa

Transaction Reference Number (TRN): EGOK5Q0C1P 18/25

Employment history details

Employment status: Student

Is this your current employment situation? Yes No

Student course details

Course name: Public Health

Institution name: Arcadia University

Date from: 30 Aug 2016

Cancel Confirm

## Step 12: Language

### Tips:

- Answer the questions accordingly. The language ability question is referring to an English language ability test which would be “no” for native English speakers.
- Under the Study in English language section, most students will click yes, no, no.
  - o A box will appear and write “bachelor degree in progress”
- If your main language is not English, you will be asked the following questions:
  - o Did the student complete at least five years’ study in one or more of the following countries: Australia, UK, USA, Canada, New Zealand, South Africa, or the Republic of Ireland?
  - o Did the student have successfully completed in Australia in the English language either the Senior Secondary Certificate of Education or studies at the Certificate IV or higher level, in the two years before applying for the student visa?
  - o Did the student take the test (TOEFL) no more than two years before the student visa application?
    - Note: Please answer these questions accordingly. If all of your answers are NO and you do not meet the English requirements, you *may* be asked to take a TOEFL exam. If you have questions about this, please contact the Australian Visa Global Service Centre:  
Telephone: +61 2 6196 0196  
Hours: Monday to Friday 10:00am – 5:00pm (Eastern Standard Time)

Application for a Student Visa

Transaction Reference Number (TRN): EGOK5Q0C1P

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Language

Language -

Language ability

Has the applicant undertaken an English language test within the last 24 months?

☐ Yes ☒ No

Main language

Main language 

English

Study in English language

Has the applicant successfully completed at least five years study (in the English language) in Australia, Canada, New Zealand, Republic of South Africa, Republic of Ireland, United Kingdom and/or United States of America?

☒ Yes ☐ No

Indicate all countries that apply

UNITED STATES

Give details of the highest academic qualification the applicant has obtained from the countries indicated above

Bachelor degree in progress.

In the two years before applying for the Student visa, has the applicant successfully completed the requirements for a Senior Secondary Certificate of Education (conducted in English in Australia)?

☐ Yes ☒ No

In the two years before applying for the Student visa, has the applicant successfully completed a substantial component of a course leading to a qualification from the Australian Qualifications Framework at Certificate IV or higher as a holder of a Student visa (conducted in English in Australia)?

☐ Yes ☒ No

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## Step 13: Countries Visited

Tips:

- If you have visited any countries in the last 10 years, select yes
  - o If yes, click “Add” and create an entry for each time you went to a country, including multiple entries. For example, if you went to France for 3 days, Germany for 2, then back to France for another 3 days, make three separate entries and include the dates for each. If it was a vacation/school trip, just write “tourism” as the description. If you aren’t positive about dates, make your best guess.

**Application for a Student Visa**

Transaction Reference Number (TRN): EGOK5Q0C1P20/25

**Countries visited**

Have any of the applicants visited any countries in the past 10 years? Include:

- Work or study outside your usual country of residence
- Holiday/leisure trips
- Business
- Military deployment
- Visits back to your usual country of residence if living away

☒ Yes ☐ No ?

**Add details**

Applicant	Date from	Date to	Country	Actions ?
<input type="button" value="Add"/>				

## Step 14: Visa History

Answer the questions accordingly.

**Application for a Student Visa**

Transaction Reference Number (TRN): EGOK5Q0C1P21/25

**Visa history ?**

Has the applicant, or any person included in this application, held or currently hold a visa to Australia or any other country?

☒ Yes ☐ No

Has the applicant, or any person included in this application, ever been in Australia or any other country and not complied with visa conditions or departed outside their authorised period of stay?

☐ Yes ☐ No

Has the applicant, or any person included in this application, ever had an application for entry or further stay in Australia or any other country refused, or had a visa cancelled?

☐ Yes ☐ No

## Step 15: Health Declaration

### Tips:

- The hospital or health care facilities question is asking if you have a chronic physical condition that you anticipate needing hospital care for (like dialysis.) If you think the answer to this is “yes,” also let your program manager know.
- **Especially if you think the answer is “yes” to the bottom three questions (about tuberculosis, conditions requiring treatment, or required assistance) please save your application and contact your program manager immediately.** Do not move forward with the application until you talk to your program manager. Answering yes to these questions will delay your application and the government will require additional documents and a special doctor appointment before considering your application.
- Besides the first question which might be yes depending on your circumstances, you can keep moving forward if the rest of the questions are answered “no.”

The screenshot shows a web form titled "Application for a Student Visa". At the top, it displays the "Transaction Reference Number (TRN): EGOK5Q0C1P" and a progress indicator "22/25". The section is titled "Health declarations". The first question asks: "In the last five years, has any applicant visited, or lived, outside their country of passport, for more than 3 consecutive months? Do not include time spent in Australia." with "Yes" and "No" radio buttons. The second question asks: "Does any applicant intend to enter a hospital or a health care facility (including nursing homes) while in Australia?" with "Yes" and "No" radio buttons. The third question asks: "Does any applicant intend to work as, or study to be a doctor, dentist, nurse or paramedic during their stay in Australia?" with "Yes" and "No" radio buttons. The fourth question asks: "Does any applicant intend to work or be a trainee at a child care centre (including preschools and creches) while in Australia?" with "Yes" and "No" radio buttons. The fifth question asks: "Has any applicant:" followed by a bulleted list: "ever had, or currently have, tuberculosis?", "been in close contact with a family member that has active tuberculosis?", and "ever had a chest x-ray which showed an abnormality?". Below the list are "Yes" and "No" radio buttons. The sixth question asks: "During their proposed visit to Australia, does any applicant expect to incur medical costs, or require treatment or medical follow up for:" followed by a bulleted list: "blood disorder", "cancer", "heart disease", "hepatitis B or C and/or liver disease", "HIV infection, including AIDS", "kidney disease, including dialysis", "mental illness", "pregnancy", "respiratory disease that has required hospital admission or oxygen therapy", and "other?". Below the list are "Yes" and "No" radio buttons. The seventh question asks: "Does any applicant require assistance with mobility or care due to a medical condition?" with "Yes" and "No" radio buttons. At the bottom, there are navigation buttons: "Previous", "Save", "Print", "Go to my account", and "Next".

## Step 16: Character Declarations

### Tips:

- Answer as application
- Please note that there is a difference between being charged with an offense and being convicted of an offense. If you have an arrest record of any kind and are not sure about how to answer this, you should speak to the police station associated with your arrest, or your lawyer.
- If you answer yes to any of these questions, you will be asked to submit additional documentation which will likely include an overseas penal clearance. You can find out how to apply for one based on your country here: <http://immi-to-australia.com/pdf/Character.pdf>

- For example, students from the United States will be directed here: <https://www.homeaffairs.gov.au/about/contact/offices-locations/usa> Please scroll down to the Police Check section. Read the information thoroughly including the type of penal clearance needed, how to apply for it, and the processing time.
- This will delay your visa processing time so it is extremely important that you apply for your visa as soon as possible and follow the instructions closely to get your supporting documents as soon as possible. For any questions regarding this, call the Australian Visa Global Service Centre:
  - o Telephone: +61 2 6196 0196
  - o Hours: Monday to Friday 10:00am – 5:00pm (Eastern Standard Time)
- If this applies to you, contact your program manager immediately

### Character declarations

If the applicant answers 'Yes' to any of the character declarations they must give all relevant details. For combined applications, state which applicant the declaration applies to.

If the matter relates to a criminal conviction, provide:

- the date and nature of the offence
- full details of the sentence
- dates of any period of imprisonment or other detention

Has any applicant ever been charged with any offence that is currently awaiting legal action?

☒ Yes ☐ No

Has any applicant ever been convicted of an offence in any country (including any conviction which is now removed from official records)?

☐ Yes ☐ No

Has any applicant ever been the subject of an arrest warrant or Interpol notice?

☐ Yes ☐ No

Has any applicant ever been found guilty of a sexually based offence involving a child (including where no conviction was recorded)?

☐ Yes ☐ No

Has any applicant ever been named on a sex offender register?

☐ Yes ☐ No

Has any applicant ever been acquitted of any offence on the grounds of unsoundness of mind or insanity?

☐ Yes ☐ No

Has any applicant ever been found by a court not fit to plead?

☐ Yes ☐ No

Has any applicant ever been directly or indirectly involved in, or associated with, activities which would represent a risk to national security in Australia or any other country?

☐ Yes ☐ No

Has any applicant ever been charged with, or indicted for: genocide, war crimes, crimes against humanity, torture, slavery, or any other crime that is otherwise of a serious international concern?

☐ Yes ☐ No

Has any applicant ever been associated with a person, group or organisation that has been or is involved in criminal conduct?

☐ Yes ☐ No

Has any applicant ever been associated with an organisation engaged in violence or engaged in acts of violence (including war, insurgency, freedom fighting, terrorism, protest) either overseas or in Australia?

☐ Yes ☐ No

Has any applicant ever served in a military force, police force, state sponsored / private militia or intelligence agency (including secret police)?

☐ Yes ☐ No

Has any applicant ever undergone any military/paramilitary training, been trained in weapons/explosives or in the manufacture of chemical/biological products?

☐ Yes ☐ No

Has any applicant ever been involved in people smuggling or people trafficking offences?

☐ Yes ☐ No

Has any applicant ever been removed, deported or excluded from any country (including Australia)?

☐ Yes ☐ No

Has any applicant ever overstayed a visa in any country (including Australia)?

☐ Yes ☐ No

Has any applicant ever had any outstanding debts to the Australian Government or any public authority in Australia?

☐ Yes ☐ No



# Step 17: Student Declarations

Please read carefully and answer the questions accordingly

Declarations

Warning:

Giving false or misleading information is a serious offence.

The applicants declare that they:

Have read and understood the information provided to them in this application.

Yes

No

Have provided complete and correct information in every detail on this form, and on any attachments to it.

Yes

No

Understand that if any fraudulent documents or false or misleading information has been provided with this application, or if any of the applicants fail to satisfy the Minister of their identity, the application may be refused and the applicant(s), and any member of their family unit, may become unable to be granted a visa for a specified period of time.

Yes

No

Understand that if documents are found to be fraudulent or information to be incorrect after the grant of a visa, the visa may subsequently be cancelled.

Yes

No

Understand that if this application is approved, any person not included in this application will not have automatic right of entry to Australia.

Yes

No

Will inform the Department in writing immediately as they become aware of a change in circumstances (including change of address) or if there is any change relating to information they have provided in or with this application, while it is being considered.

Yes

No

Have read the information contained in the Privacy Notice (Form 1442) .

Yes

No

Understand that the department may collect, use and disclose the applicant's personal information (including biometric information and other sensitive information) as outlined in the Privacy Notice (Form 1442) .

Yes

No

Give consent to the collection of their fingerprints and facial image if required.

Yes

No

Understand that, if required to provide their fingerprints and facial image, the applicant's fingerprints and facial image and biographical information held by the Department may be given to Australian law enforcement agencies to help identify the applicant and determine eligibility for grant of the visa being applied for, and for law enforcement purposes.

Yes

No

Give consent to Australian law enforcement agencies disclosing the applicant's biometric, biographical and criminal record information to the Department to help identify the applicant, to determine eligibility for grant of a visa and for law enforcement purposes.

Yes

No

Give consent to the Department using the applicant's biometric, biographical and criminal record information obtained for the purposes of the Migration Act 1958 or the Citizenship Act 2007.

Yes

No

Australian values

Each applicant who is 18 years or over has read, or had explained to them, information provided by the Australian Government on Australian society and values, and agrees to the Australian values statement.

Yes

No

[Australian values statement](#)

PreviousSavePrintGo to my accountNext

Application for a Student Visa

Transaction Reference Number (TRN): EGOK5Q0C1P24/25

Student declarations

Warning:

Giving false or misleading information is a serious offence.

The applicants declare that they:

Have read and understood the information provided on the website (www.studyinaustralia.gov.au) regarding living and studying in Australia.

Yes

No

Have made adequate arrangements for health insurance for the period of their stay in Australia and acknowledge they are required to maintain these arrangements while in Australia as the holder of a student visa.

Yes

No

Understand that a student visa is a temporary visa and that being granted a student visa will not guarantee that they will be eligible for the grant of a further visa to stay in Australia, including a skilled migration visa.

Yes

No

Understand that if they cannot obtain a further visa they must depart Australia on or before the cease date of the student visa.

Yes

No

Acknowledge that if granted a student visa, they are required to understand and abide by its conditions.

Yes

No

Understand that if the 8534 visa condition is imposed on the student visa, it will be indicated by the condition code 8534 and by the short description No Further Stay.They acknowledge that this means the 8534 condition has been imposed on their visa and while in Australia they will only be entitled to the grant of limited visas including:

Yes

No

A subclass 485 (Temporary Graduate) visa ,or

A subclass 590 (Student Guardian) visa.

Understand that the effect of 8534 visa condition is that it will not be possible to apply to remain in Australia beyond the date authorised on the student visa and that they will be required to depart Australia on or before that date.

Yes

No

Understand that if the 8535 visa condition is imposed on the student visa, it will be indicated by the condition code 8535 and by the short description No Further Stay. They acknowledge that this means that the 8535 condition has been imposed on their visa and while in Australia they will only be entitled to the grant of limited visas including:

Yes

No

A further student visa (subclass 500) in circumstance where the Commonwealth, or foreign government (as the case requires), does not oppose them from obtaining a further visa to stay in Australia.

Understand that the effect of the 8535 visa condition is that it will not be possible to remain in Australia beyond the date authorised on the student visa, unless they are applying for a further student visa in circumstances where the Commonwealth or a foreign government (as the case requires) does not oppose them undertaking a relevant course of study, and that they will be required to depart Australia on or before the authorised date.

Yes

No

PreviousSavePrintGo to my accountNext

## Step 18: Review the information you've entered.

Review it carefully and make sure everything is detailed, honest, and accurate.

## Step 19: Supporting Evidence

Tips:

- **Evidence of Health Insurance** – upload your CoE  
UNSW students only: Upload your insurance letter here in addition to CoE
- **Evidence of Identity** – upload a photocopy of your passport. This should include your passport number, photo, issuing country, date of issue and expiration, and signature.
- **Evidence of Genuine Temporary Entrant Requirement**: please upload the Genuine Temporary Entrant Requirement word document sent to you via email by Arcadia (be sure to add the date and your name).

### Application for a Student Visa

#### Attach documents

Transaction Reference Number (TRN):EGOK5Q0C1P

Attach the documents listed below then click Next to pay for and submit the application.

If you choose to submit the application without attaching all required documents, you will need to provide a reason.

Applications submitted without all the required documents may take longer to process.

There are specific [quality and formatting](#) requirements when scanning documents.

[+ Expand all](#) [- Collapse all](#)

0 attachments received of 60 maximum.

#### Required

##### Health Insurance - Students, Evidence of

0 Received

##### Add documents

Document Type

Please select a value...

##### Identity, Evidence of

0 Received

##### Add documents

Document Type

Please select a value...

Description

File names

Choose Files No file chosen

##### Genuine Temporary Entrant Requirement, Evidence of

0 Received

##### Add documents

Document Type

Please select a value...

Description

File names

Choose Files No file chosen



## Step 20: Online Payment

### Tips:

- Most students should choose debit/credit card
- Some reasons that your payment could be denied are:
  - o Maxed out daily spending limit for debit cards
  - o The credit card company stops the charge because it is coming from another country and looks like fraud
- We recommend that you contact your bank to make sure you have the daily spending limit modified as needed and make sure they know you are trying to make a charge that will show up as an Australian charge.

**Congratulations! You've applied for your visa! Keep an eye on your email for the grant notification.**

**Tip: Make sure to record the TRN (Transaction Reference Number) before you exit the page. You will use the TRN to track the status of your visa application with VEVO (see instructions below).**

*Please note that because you are submitting your visa application directly to the Australian Government (as is required), Arcadia Abroad is not able to get information, check the status, or expedite your visa application in any way. You will need to check VEVO (see instructions below) to view the status of your application and follow any instructions provided by the Australian government. See instructions below for more detail.*

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## Notes

### Checking the Status of your Visa

Approximately 2-3 days after submitting your online application, you should query the status of your application to determine if your application has been approved using VEVO (Australian Immigration's Online Visa Query System).

[https://www.homeaffairs.gov.au/Busi/visas-and-migration/visa-entitlement-verification-online-\(vevo\)](https://www.homeaffairs.gov.au/Busi/visas-and-migration/visa-entitlement-verification-online-(vevo))

- ☐ Go to the VEVO website address above.
- ☐ Select **Check your own visa details with VEVO**
- ☐ Read the Terms and Conditions before selecting to agree to them.
- ☐ Enter your TRN (Transaction Reference Number) OR password (used on your initial online application), date of birth, passport details and country of passport as prompted and click **OK**.
  - o If your status is approved, please print out the web page and carry this with your passport.
  - o If your status is listed as pending, please allow a few more days for processing.
  - o If, after two weeks, your application is still listed as pending, please contact your program manager.
  - o If your status is not approved, please contact your program manager immediately.

### Visa Processing Time

The average processing time is about four weeks, however, each case is very different and some applications can take longer. The exact time will depend on: whether you have provided all supporting documents with your application, whether we need additional information from you and how you respond to any requests for this information, and whether you need to undergo health checks, or provide biometric information, English proficiency information, or police record information.

If your visa is not approved after three weeks of submitting your application, please notify your Program Manager.

## **Other**

It is the student's responsibility to apply for their visa in a timely manner after receiving their CoE. The CoE cannot be issued by the student's Australian institution until the necessary documents are received; it is also the student's responsibility to return these documents to Arcadia in a timely manner.

Visa applications are always changing, so if you notice a difference, please contact your Program Manager to let them know.

**When in doubt with a question or concern, call/email your program manager.  
Screenshots are a huge help so please send one with your question.**