



Australian Citizenship by Descent

Application Checklist (Thailand and Laos)

Am I eligible to apply for Australian Citizenship by Descent?

You may be eligible to apply to become an Australian citizen by descent if:

- you were born outside Australia on or after 26 January 1949, **and**
- one or both of your parents was an Australian citizen when you were born.

If your Australian citizen parent was a citizen by descent or by adoption, then that parent must have spent at least two years lawfully in Australia.

If you were born outside Australia or New Guinea before 26 January 1949 you may be eligible if:

- at least one of your parents became an Australian citizen on 26 January 1949, **and**
- that parent was born in Australia or New Guinea, or was naturalised in Australia before your birth.

See: <https://immi.homeaffairs.gov.au/citizenship/become-a-citizen/by-descent>

What documents are required?

There are three types of documents required for a citizenship by descent application:

- identity documents
- supporting documents
- good character documents (if you are aged 18 years and over).

As the Australian parent, do I still need to submit my full birth certificate when I have already submitted my Australian passport?

It is recommended you include your full birth certificate with the application as well as your Australian passport.

My child is under 16 and born overseas, how do I apply for their citizenship by descent?

Applications for children under 16 years of age must be made by a responsible parent.

The *Australian Citizenship Act 2007* defines **responsible parent** as:

- a parent of the child, unless that parent does not have parental responsibility because of orders made by the family Court of Australia, or
- any person having responsibility over the child because of an order made by the Family Court, or
- any person who has guardianship or custody of the child under an Australian law or foreign law, whether because of adoption, operation of law, an order of a court or otherwise

Under Thai law, a father listed on the birth certificate may not necessarily be legal parent if he was not married to the mother at the time of the child's birth. In this situation and to avoid doubt, both the mother and father may wish to sign the application form.

Who can complete Identity declarations?

A person can complete your Identity declaration (including Form 1195) and endorse your photograph if they:

- are employed in a position from the designated list of occupations
- are an Australian citizen, or if applying overseas, are a citizen of your country of residence if no Australian citizen is known to you,

and

- have known you for at least one year (or since birth for applicants under 1 year old),
- are not be related to you by birth, marriage or de facto relationship,
- are available to contact by telephone during normal working hours.

Note: The treating medical practitioner (obstetrician) or nurse (midwife) is recommended for applicants under 1 year old.

How do I lodge my application?

You can apply online for most Australian visas and citizenship through ImmiAccount. This is the preferred and most efficient way to apply.

Online lodgement

You can lodge your application online through ImmiAccount, which you can access via <https://online.immi.gov.au/lusc/login>.

If you lodge your application online through ImmiAccount, you **must** upload all supporting documents into the system **at the time** of lodgement.

Australian Visa Application Centre (AVAC)

Applications can also be lodged at an Australian Visa Application Centre (AVAC) in Thailand, operated by VFS Global. Applicants should make an appointment for the lodgement of application.

Bangkok	Chiang Mai
The Trendy Office Building 28th floor, Sukhumvit Soi 13, Klongtoey-Nua, Wattana, Bangkok 10110 (NANA BTS station, exit 3) Telephone: 02 118 7100 Email: info.auth@vfshelpline.com	Siriphanich, 191 Huaykaew Road, Suthep, Muang, Chiang Mai (opposite MAYA Lifestyle Shopping Centre) Telephone: 02 118 7100 Email: info.auth@vfshelpline.com
Further information on the Australia Visa Application Centres in Thailand, please see: www.vfsglobal.com/Australia/Thailand	

Lodging from Laos

If you are lodging a visa application from Laos, you can lodge your application online through ImmiAccount. Some visa applications can be posted to the Australian Visa Application Centres in Thailand, or you can visit the AVAC in person. More information about posting your application from Laos can be found on the VFS Global website here: <http://www.vfsglobal.com/australia/Laos>.

How much will this application cost?

There is a charge for this application. This will not be refunded if your application is unsuccessful, or if you decide to withdraw your application after you have lodged it.

VFS Global will charge fees for lodgement in addition to the scheduled fee charged by the Australian Government for applications.

For Australian Government fees, see: <https://immi.homeaffairs.gov.au/visas/visa-pricing-estimator>.

For VFS Global fees, see: www.vfsglobal.com/Australia/Thailand

What happens after I have lodged my application with an Australian Visa Application Centre (AVAC)?

Once you have lodged your application an AVAC, it is forwarded to the Department for assessment. The AVAC issues you with a receipt of your payment and tracking number so you can track your application.

How long will it take?

Global visa and citizenship processing times will be updated monthly, providing you with an indicative timeframe for processing applications. Processing times are impacted each month by changes in application volumes, seasonal peaks, complex cases, and incomplete applications. Processing times include applications lodged online and by paper.

For current processing times please visit: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-processing-times/global-visa-processing-times>.

Please note that we are unable to provide any updates on the progress of your application if it is within the global processing time. We are unable to expedite visa applications on the grounds of pre-booked travel commitments.

Should I provide original documents?

Do not provide original documents unless specifically requested. You should provide 'certified copies' of original documentation. Documents not in English must be accompanied by accredited English translations. 'Certified copies' are copies authorised, or stamped as being true copies of originals, by a person or agency recognised by the law of the country in which you currently reside.

For further information on certifying translating documents see: <https://immi.homeaffairs.gov.au/help-support/applying-online-or-on-paper/on-paper/certified-copy>.

What will help me get my application processed faster?

You should ensure you lodge a complete application with all relevant information and supporting documents.

A decision on your application may be made without further requests for information.

Note: the Application Charge (and any other associated service fees) will not be refunded if a decision is made to refuse to the application for citizenship because you did not satisfy the criteria

Can I ask another person to deal with the Department on my behalf?

Australian privacy law prevents the Department from responding to enquiries from people not authorised by the visa applicant. This includes the person providing support to the application. If you want to authorise another person to be able to discuss your application with this office, or receive correspondence about your application, you must do so in writing. If you have not advised of an authorised recipient appointment in your visa application form you can:

- Submit a completed Form 956 or 956A which **must be** signed by the both applicant and authorised person, or,

- Advise the Department in writing (for example, by email or letter) and include the name and address of the authorised recipient.

For further information on appointment an authorised recipient visit: <https://immi.homeaffairs.gov.au/help-support/who-can-help-with-your-application/overview>.

For more information on appointing a Migration Agent visit: <https://immi.homeaffairs.gov.au/help-support/who-can-help-with-your-application/using-a-migration-agent>.

Now I have my citizenship by descent certificate, how do I get an Australian Passport?

Australian passports are managed by the Department of Foreign Affairs and Trade (DFAT). For information on obtaining an Australian passport please see: http://www.thailand.embassy.gov.au/bkok/Consular_P2.html or <http://www.passports.gov.au>.

Application Document Checklist

You must provide all relevant documents when you apply. Some documents could take time to obtain. You should have them ready and submit them when you apply. We can make a decision using the information you provide when you lodge your application. It is in your interest to provide as much information as possible with your application.

This application document checklist details the information and supporting documents required to assist with the lodgement of a complete application.

You may also need to provide additional information if the Department requests it.

If you lodged online, you should submit (upload) additional documentation online via your ImmiAccount. To attach documents to your application, please login to your ImmiAccount, find the application details page and click on the Attach Document button on the right hand side of the screen. **The maximum size for each file you attach is 5MB.** Additional information regarding the attachment process can be found here: <https://immi.homeaffairs.gov.au/help-support/applying-online-or-on-paper/online>.

If you lodged your application at the AVAC, we will advise you how you can submit additional documents at the time it is requested.

Checklist

- Online form for Citizenship by Descent, if applying online.
- Form 118 Application for Australian Citizenship By Descent. Please ensure that the application form is completed in English and signed by you, the applicant or responsible parent(s) (if the child in this application is 16 years or under)
- Application charge. See: <https://immi.homeaffairs.gov.au/visas/visa-pricing-estimator>.
- Certified copy of the official Thai birth certificate issued by the Thai District Office
- English translation of the official Thai birth certificate issued by the Thai District Office
- Two recent passport sized photographs (45mmx35mm), no more than six months old, of the applicant, this should be of the applicants head and shoulders only against a plain background. Please ensure the photograph is endorsed by the person making the identity declaration in Part D, Question 21

Australian citizen parent(s)

- Certified copy of Full Birth Certificate or Citizenship Certificate of the Australian parent
- Certified copy of your passport, including the bio data page and all movement stamps for 12 months before the birth of the child in this application
- An additional identification document containing your current address (e.g. driver licence, utilities bill, credit card bill, tenancy agreement)
- If you as the parent obtained your Australian Citizenship by descent, you must also provide a certified copy of your Australian Citizenship Certificate and evidence you have been resident in Australia for a minimum of two years in lifetime, such as:
 - school records
 - employment records
 - any documents issued by an Australian government agency

Other parent

- Certified copy of other parent's passport, including the bio data page and all movement stamps for 12 months before the birth of the child in this application

If applicable, the following should also be provided

- Marriage certificate of the parents and/or evidences of familial relationship between parents and child (e.g. a statement of your relationship, photographs, evidences of co-habitation and financial support if relevant)
- Evidence of any change of name and linkages between names used
- Court Orders stating the change of parental power over the applicant
- Any orders relating to the custody, guardianship or parental responsibility for this child

Additional documents for applicants 16 years or older

- Applicants need to provide at least 3 document which collectively contain your
 - o Photograph
 - o Signature
 - o Current address
 - o Date of birth, birth name and gender

Additional documents for applicants 18 years or older

- Form 80 Personal particulars for assessment including character assessment (Form 80) prior to their application being processed.
- Penal clearance certificates may be required, please see Part E, Question 22.

For further detailed information, please also visit the Department's main website: www.homeaffairs.gov.au

Department of Home Affairs
Australian Embassy, Bangkok
www.thailand.embassy.gov.au