



Partner migration (subclass 309/100) Application Checklist (Thailand and Laos)

Who should apply for a Subclass 309/100 Partner Migration Visa?

The Partner visas (subclasses 309 and 100) allow the partner or spouse of an Australian citizen, Australian permanent resident or eligible New Zealand citizen live in Australia.

The temporary Partner (Provisional) visa (subclass 309) is granted first and lets you stay in Australia while the permanent Partner (Migrant) visa (subclass 100) is processed.

You must be the spouse (married), or a de facto partner of an Australian citizen, Australian permanent resident or eligible New Zealand citizen.

See: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/partner-offshore/provisional-309>

I am taking my family with me; can they be included in my application?

You can include your dependent children or stepchildren in your application.

If you are granted the visa, your children will have the same rights and visa conditions as you.

How do I lodge my application?

Online lodgement

As of 1 July 2018 all subclass 309/100 visas must be lodged online.

You can lodge your application online through ImmiAccount, which you can access via <https://online.immi.gov.au/lusc/login>. When you lodge your application online through ImmiAccount, you **must** upload all supporting documents into the system **at the time** of lodgement.

Biometrics collection

Most applicants lodging visa applications in Thailand, regardless of nationality, need to attend in person to provide their biometrics (fingerprints and a digital facial photograph) as part of the visa application process. The collection of biometrics is conducted at an AVAC in Bangkok or Chiang Mai. Please take your original passport with you. For further information on biometrics, see: <https://immi.homeaffairs.gov.au/help-support/meeting-our-requirements/biometrics>.

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	

How much will this visa 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 biometrics collection in addition to the scheduled fee charged by the Australian Government for visa 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

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.

Do not make arrangements to travel to Australia until you are advised in writing that you have been granted a visa. 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 if my circumstances change after I lodge my visa?

If there are any changes in your circumstances following lodgement of your application, you are obliged to inform us about them. You may use Form 1022 Notification of Changes in Circumstances for this purpose.

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 Visa Application Charge (and any other associated service fees) will not be refunded if a decision is made to refuse to grant the visa because you did not satisfy the criteria for grant of the visa.

Do I need to have a health examination?

The Department uses an online health system to record your health examination results and conduct your health assessment. Generally, medical examinations can be conducted only after a visa application has been validly lodged. After 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 examination process and you should take the letter with you when you go to the Panel Physician for your examination.

Medical examinations must be undertaken by a doctor from a list of approved doctors provided by the Department of Home Affairs. A list of these doctors is on the Department's website: <https://immi.homeaffairs.gov.au/help-support/contact-us/offices-and-locations/list>.

Please note: Applicants may be asked to attend a health examination more than once if further examination or follow-up is required.

Do I need to provide police clearances?

An applicant needs to provide police clearance certificate(s) from every country the applicants (if aged 16 years and over) have resided in for a total of 12 months or more during the last 10 years. For instructions on obtaining a certificate from an overseas government or law enforcement authority, refer to the relevant country information on our website: <https://immi.homeaffairs.gov.au/help-support/contact-us/offices-and-locations/list>.

If you are required to provide an Australian police clearance certificate, you must complete the Australian Federal Police (AFP) National Police Check application form which is available at the AFP National Police Checks page on the AFP website: <https://www.afp.gov.au/what-we-do/services/criminal-records/national-police-checks>.

About your visa

We electronically record all visas issued to non-citizens providing them permission to travel, enter and/or remain in Australia. The Australian Government does not provide visa labels.

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.

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>

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 (personal, health and character) required to assist with the lodgement of a complete application.

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

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>.

Checklist

- Online application form for migration to Australia by a partner
- Online sponsorship for a partner to migrate to Australia
- Form 47A details of child or other dependent family member aged 18 years or over. This form must be completed for each dependent aged 18 years or over whether migrating or not.
- Pay the appropriate Visa Application Charge for you and any family member(s) included in your application. See: <https://immi.homeaffairs.gov.au/visas/visa-pricing-estimator>.
- If you and your partner are married, a certified copy of the registry extract showing details of your marriage;
Note: The Department does not consider the decorative marriage certificate to be acceptable evidence of marriage. You will need to contact the relevant registering authority in Australia or overseas to request a registry extract. A list of Australian Registries of Births, Deaths and Marriages is available from the Australian Government website www.australia.gov.au
- If you are applying on de facto partner grounds you will need to provide one of the following:
 - evidence that your de facto relationship has existed for the entire 12 months immediately before lodging your Partner visa application
 - Evidence of compelling and compassionate circumstances of why you are applying before the 12 months has passed (for example if you have a child with your current partner).
- Written statements from you and your partner detailing the history of your relationship (for example when and how you met, when you married or when your de-facto relationship commenced, joint activities, significant events in the relationship) and your future plans together.
- Provide evidence that the relationship with your partner is genuine and continuing. (for example: letters with envelopes, emails, telephone bills, photographs, money transfers, etc.)
- If you, your partner or anyone included in your application has changed his or her name (for example by marriage or deed poll) a certified copy of evidence of the name change.
- At least two Form 888 statutory declarations with accompanying ID, preferably from individuals who are Australian citizens or permanent residents and who have personal knowledge of your partner relationship (such as a relative and a friend) and support your claim that the relationship is genuine and continuing.
- If any child included in your application is adopted, a certified copy of the adoption papers.
- Evidence of dependency for any dependent children aged 18 years or over or any other dependent relatives included in your application.

- If you, your partner or anyone included in your application has been permanently separated, divorced or widowed, a certified copy of the separation certificate, divorce decree absolute or the death certificate of the deceased partner (as appropriate).

Personal Documents required from Applicant

- Documents to prove each person's identity in your application – a certified copy of birth certificates, identity cards, household registration and copies of passport bio data pages including the photograph. This must be provided by you as the Primary Applicant and all migrating family members. Please ensure the details on passports and your other documentation match.
- For the applicant and migrating and non-migrating dependents over the age of 16 years - police clearance certificate(s) from every country the applicants (if aged 16 years and over) have resided in for a total of 12 months or more during the last 10 years. This includes the applicant's current country of residence.
- If you have served in the armed forces of any country, certified copies of military service records or discharge papers.
- Two recent passport-size photographs.

Personal Documents required from Sponsor

- Evidence that your sponsor is aged 18 years or older and is an Australian citizen, Australian permanent resident or eligible New Zealand citizen, such as:
- Certified copy of your sponsors Australian Citizenship Certificate, birth certificate, Australian passport or foreign passport containing evidence of permanent residence.
- An eligible New Zealand citizen is one that;
 - o meets health and character considerations; and
 - o was in Australia on 26 February 2001 as the holder of a Subclass 444 (Special Category) visa; or
 - o was in Australia as the holder of a Subclass 444 visa for a period of, or periods that total, not less than 1 year in the period of 2 years immediately before 26 February 2001; or
 - o has a certificate, issued under the Social Security Act 1991, that states that the citizen was, for the purposes of that Act, residing in Australia on a particular date.
- The sponsor must provide the following:
 - o an Australian Federal Police Certificate – Complete Disclosure and
 - o police certificate/s from each country in which the sponsor has spent a total of 12 months or more in the last 10 years since turning 16 years of age.
- If applicable, a statement from your sponsor regarding any other person they have previously sponsored or nominated for a Spouse, Partner or Prospective Marriage. This statement must indicate the nature of your sponsor's relationship with this other person or persons, the date any sponsorship was lodged and the date the relationship ceased.
- Two recent passport-size photographs

Applicants under 18 years of age

Where children under 18 years of age intend to travel to Australia, their non-accompanying parent(s) or person(s) with parental responsibility (anyone who can lawfully determine where the child/children is/are to live) may be required to sign a consent form to give permission for the child/children to be granted an Australian visa for the purpose of travel to stay temporarily or permanently in Australia. If one parent, or person(s) with parental responsibility, has lawfully been made solely responsible for making decisions as to where the child/children is/are to live, then only that parent or person needs to sign the consent form.

See: <https://immi.homeaffairs.gov.au/form-listing/forms/1229.pdf>.

Applicants may need to provide:

- ❑ Form 1229 to be completed by both parents (or persons with parental responsibility), with evidence of their signatures (ie bio-data pages of passport or other document containing evidence of their signature).
- ❑ If Form 1229 cannot be signed by both parents (or persons with parental responsibility), the following should be included:
 - Evidence of sole custody, or permission from the relevant court authority permitting removal of the child from Thailand or Laos for example:
 - A court order from Thailand or Laos permitting the removal of the child, or
 - A Por Kor 14 covering the custodial circumstances of the applicant, or
 - Death certificate, or
 - Divorce certificate with memorandum covering the custodial circumstances of the applicant.

Department of Home Affairs

Australian Embassy, Bangkok

www.thailand.embassy.gov.au