



# Student visa (Subclass 500)

## Application Checklist (Thailand and Laos)

### Who should apply for a Subclass 500 Student visa?

This visa allows you to stay in Australia to study full-time in a recognised education institution.

Before you apply for this visa, you must have:

- been accepted to study full-time at an educational institution in Australia
- organised appropriate welfare arrangements for your intended stay in Australia if you are under 18 years of age.

Study can be in any sector – ELICOS; Primary and Secondary School; Vocational Education and Training; Higher Education; Post Graduate Research; and Non Award Courses. With limited exceptions, you must be enrolled in a course of study that is registered on the Commonwealth Register of Institutions and courses for Overseas for Overseas Students (CRICOS).

See: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500>

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

You and your family members can make a combined application or they can apply to join you later provided you declared them in your student visa application or they became a family member after the grant of your student visa (such as a newborn baby).

You must have funds to support yourself and all accompanying family members already in Australia as well as those included in the current application.

### How do I lodge my application?

Student visas must be lodged 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.

### 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)	Siriphanich, 191 Huaykaew Road, Suthep, Muang, Chiang Mai (opposite MAYA Lifestyle Shopping Centre)

Bangkok	Chiang Mai
Telephone: 02 118 7100 Email: <a href="mailto:info.auth@vfshelpline.com">info.auth@vfshelpline.com</a>	Telephone: 02 118 7100 Email: <a href="mailto:info.auth@vfshelpline.com">info.auth@vfshelpline.com</a>
Further information on the Australia Visa Application Centres in Thailand, please see: <a href="http://www.vfsglobal.com/Australia/Thailand">www.vfsglobal.com/Australia/Thailand</a>	

### 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](http://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>

## Do I need to provide police clearances?

You may be requested to provide police clearances, depending on your circumstances. If requested, applicants need 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 emailed 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

- Complete the online form – completed in English.
- A non-refundable visa application charge paid online. See detail under 'Visa Application Charge (VAC)' above.
- Photograph: one recent passport size photo of you and any dependent applicants.
- Passport: scan of all passport pages for each person included in the application; valid for the period of your stay in Australia, or for a minimum of 6 months.
- Confirmation of Enrolment (CoE) certificate. *Note a CoE is required if you are lodging from outside of Australia; a letter of offer from your education provider will not be accepted.*
- National Identification card and House Registration Certificate / Birth certificate.
- Evidence of relationship between you and each family member included in the application (eg birth or marriage certificate).
- Military discharge papers (if applicable).
- If your family members have turned 5 years of age, but have not yet turned 18, and are accompanying you in Australia, you will need to provide documentation confirming their enrolment in an Australian school (eg. CoE).
- For an applicant under 18 years of age at the time of application, Form 157N detailing welfare arrangements or a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter.

## Health/Insurance requirements

- Medical and x-ray examination results for yourself and each family member planning to accompany you to Australia.
- Evidence you have paid for Overseas Student Health Cover (OSHC) for the period of your intended stay in Australia for yourself, and evidence that all accompanying family members have paid for Overseas Visitors Health Cover(OVHC). At a minimum, OSHC must cover the course duration as stated in the COE and OVHC must cover the stay period for the first 12 months.

## Financial capacity requirements

You need to have enough money that is genuinely available to you, to pay for your course fees, and travel and living costs for you and your accompanying family members while you are in Australia.

You might need to provide evidence of your financial capacity with your visa application. Check the 'Document Checklist tool' located on our website at: <https://immi.homeaffairs.gov.au/visas/web-evidentiary-tool>, to find out the evidence you need to provide.

Where our 'Document Checklist tool' indicates that documentary evidence of financial capacity is required, it must be attached to the visa application form or your visa could be refused without request for further information.

If you do not need to provide this evidence with your application, we have discretion to ask for this during the application process.

If you are a secondary exchange student, provide a completed Acceptance Advice of Secondary Exchange Student (AASES) form as evidence of meeting the financial capacity requirement.

If you are sponsored by the Department of Foreign Affairs and Trade or the Department of Defence, provide a letter of support as evidence of meeting the financial capacity requirement. You must provide evidence of financial capacity for your accompanying family members.

If you need to provide evidence of financial capacity, you will be able to demonstrate this by providing one of the following:

- Evidence of funds to cover travel to Australia and 12 months living, course and (for school aged dependents) schooling costs for the student and accompanying family members,
- Evidence that you meet the annual income requirement,
- A letter of support from the Department of Foreign Affairs and Trade or Department of Defence.

*Subsequent Entrants:* family members who apply after the primary applicant has been granted their visa must also provide documentary evidence of financial capacity. This must be one of the options above.

### Genuine access to funds

Students and their accompanying family members must have genuine access to funds, whether it is provided by the student themselves or another eligible person. The funds shown in the visa application must be available for use to financially support the student and any accompanying family members during their stay in Australia.

When considering whether the funds shown will be genuinely available, we will take into account factors including:

- When another person or business is providing the funds, show evidence of the relationship and any history of financial support provided to the student or any other students. It is also good practice to provide identity documents for the person providing the funds or evidence that the business is currently operating.
- If relying on a money deposit, any recent large deposits must be explained. You may also consider explaining ongoing deposits – like wages.
- If you have an education loan to cover tuition fees or living expenses (such as accommodation) disbursement should occur according to the agreement between the bank, provider and yourself. Evidence of any disbursement which occurs before the visa application has been finalised, should be provided. Evidence of the terms of the loan and the full amount of the loan that will be disbursed should be attached.

For more information on the financial capacity requirements, please see our main website:

<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500>

### English language requirements

You might need to provide evidence of your English language skills with your visa application. Check the 'Document Checklist tool' located on our website at: <https://immi.homeaffairs.gov.au/visas/web-evidentiary-tool>, to find out the evidence you need to provide. You might also be exempt from providing evidence (see below).

If you are required to provide evidence of your English language skills with your application and you do not do so, your visa could be refused.

If you need to provide evidence of your English language proficiency, there is a minimum English language test score we will accept.

### English language exemptions

If one of the following applies, you do not need to provide evidence of an English test score with your visa application:

- You are enrolled in full-time school studies as a principal course including in a secondary exchange programme, a postgraduate research course, a standalone English Language Intensive Course for Overseas Students (ELICOS), and Foreign Affairs or Defence sponsored students.
- You have completed 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.
- You are a citizen and hold a passport from UK, USA, Canada, NZ or Republic of Ireland.
- In the two years before applying for the student visa, you completed, in Australia and in the English language, either the Senior Secondary Certificate of Education or a substantial component of a course leading to a qualification from the Australian Qualifications Framework at the Certificate IV or higher level, while you held a student visa.

### Genuine Temporary Entrant (GTE) requirement

The genuine temporary entrant (GTE) is an integrity measure to ensure the student program is used as intended and not as a way for international students to maintain ongoing residency in Australia. An applicant needs to show they are coming to Australia temporarily to gain a quality education.

The GTE requirement provides a useful way to help identify those applicants who are using the student visa program for motives other than gaining a quality education. The GTE requirement is not designed to exclude those students who, after studying in Australia, go on to develop the skills required by the Australian labour market and apply to obtain permanent residence.

The GTE requirement applies to all student visa applicants. You must provide a personal statement addressing the GTE requirement.

Factors taken into account in assessing the GTE requirement are set out in Ministerial Direction 69 and include:

- Circumstances in your home country (or country of residence) – reasons for not studying in your home country or region if a similar course is available there, ties to their home country that support the intention to return once study is complete, economic circumstances, military service commitments, political and civil unrest in the home country.
- Potential circumstances in Australia – ties to Australia which would present as a strong incentive to remain in Australia, level of knowledge of proposed course of study and education provider, previous study and qualifications, planned living arrangements and financial stability.
- Value of the course to the applicants future – is the course(s) consistent with the applicants current level of education, relevance to past or proposed future employment in the home country or a third country, expected remuneration in home country or third country which could be gained using the qualification(s) from the course(s) of study.
- The applicants immigration history – previous visa applications for Australia or other countries including visa refusals or cancellations.
- If the application is a minor – the intentions of a parent, legal guardian or spouse of the applicant.

Applicants are encouraged to read Ministerial Direction 69 before drafting their GTE statement.

Applicants are encouraged to provide evidence or information including:

- Proof of employment – your current or most recent employment which includes payslips or a contract. You can also attach your most recent curriculum vitae or resume. Your curriculum vitae or resume should include employment and educational history.



- Qualifications – a certified copy of your academic transcripts, Education Certificate (Degree, Diploma etc) or letter/statement from your overseas Education institution.
- Australian qualifications – a certified copy of your academic transcripts, Education Certificate (degree, Diploma etc) or a letter/statement from your Australian Education Institution.
- Ties to home country or country of residence.
- Economic circumstances in home country or country of residence.

We will consider your circumstances, your immigration history, if you are a minor and the intentions of a parent, legal guardian or spouse, and any other relevant matter.

We encourage applicants to put as much information in their GTE statements as possible to help create a holistic view of their circumstances. We can make a decision on a student visa application with the information provided and there is no requirement to request more information.

### 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:
  - o 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.

### Welfare Arrangements for students under 18

If you are applying for a student visa and you are under 18 years old, you must put adequate welfare arrangements in place or tell us if you will be 18 when you arrive in Australia.

If you will turn 18 before you arrive in Australia, you will not need to put welfare arrangements in place but you must still attach Form 157N Student guardianship arrangements and complete questions 1 to 8. Your parent or legal custodian must sign the form.

If you will be under 18 when you are in Australia, you must do one of the following:

- Nominate a parent / legal custodian or a relative over 21 years as your student guardian. This person must have a visa or rights to remain in Australia for the duration of your student visa or until you turn 18. Use Form 157N Student guardianship arrangements.
- Provide evidence that a parent / legal custodian or relative over 21 years will accompany you as a Student Guardian visa (subclass 590) holder. This person must apply for the visa separately and attach Form 157N Student guardianship arrangements, with their application.

- Organise for your education provider to approve your welfare arrangements. The provider will issue a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter. The provider will tell us when your welfare arrangements start and end.
- Provide your Acceptance Advice of Secondary Exchange Student (AASES) form if you are a secondary exchange student.

You must have welfare arrangements in place until you turn 18, even if this is before your course commences.

You must not enter Australia before your welfare arrangements start. This is a condition of your visa. If you breach your visa conditions, your visa could be cancelled.

### Student Guardian Visa

This visa allows you to stay in Australia as the guardian of an international student younger than 18 years of age studying in Australia on a student visa. Not everyone can be a student guardian – please see Form 157N for a list of eligible people.

You must:

- be the student's parent, legal guardian or relative,
- have enough money to support yourself and the student during your stay,
- be able to provide accommodation and other support, and not work,
- be at least 21 years of age,
- meet health and character requirements.

Applicants must provide:

- A completed Form 157N Student guardianship arrangements,
- Evidence of financial capacity, including evidence of genuine access to funds while you are in Australia,
- Evidence of adequate health insurance for the first 12 months of your stay in Australia,
- Evidence of identity documents and proof of your relationship with the student,
- Evidence that you intend to stay in Australia temporarily.

See the 'Student Guardian Subclass 590' Visa Checklist for more information.

**Department of Home Affairs**

**Australian Embassy, Bangkok**

**[www.thailand.embassy.gov.au](http://www.thailand.embassy.gov.au)**