

Subclass 500 Visa: Documents Required for a Regular Application

Please provide **high quality, colour scanned copies** of the following **original** documents, which will be used to support your regular application for a subclass 500 visa. Please note that you will need to provide acceptable English translations for any documents that are not in English.

Please tick the boxes on this check sheet to show what documents you have provided. We have stated 'N/A' where you do not need to provide documents for an applicant.

DOCUMENTS REQUIRED	Primary Applicant	Spouse/ Partner	Dependent Applicants
IDENTITY			
Current passport(s) (this includes the identity details page AND all pages showing visas and stamps)			
Birth certificate (or family register) showing full birth details, including parents' names			
National identity card (if applicable)			
Driver's licence (if applicable)			
If married, divorced or widowed: Marriage certificate, divorce certificate, death certificate, statutory declaration separation documents (as applicable)			
If in a de facto relationship: Evidence that you and your partner have lived together for at least 12 months e.g. joint bank statements, billing accounts in joint names, joint leases or mortgages OR Evidence of registration of relationship with a state or territory of Australia (if applicable)			
If previously changed legal name: Evidence of the legal name change e.g. name change deed			
EDUCATION			



Confirmation of Enrolment (CoE) certificate for EACH course that you are undertaking in Australia (including any prerequisite ELICOS, if applicable)		N/A	N/A
Certificates and academic transcripts for ALL of your formal qualifications NOTE: This includes all secondary school certificates and transcripts, if applicable		N/A	N/A
Evidence of English language proficiency e.g. acceptable test results dated within the last 2 years Please refer to the ‘English Language Requirement’ section of this document for further details		N/A	N/A



Head Office: Level 1, 233 Canley Vale Road, Canley Heights NSW 2166 Australia

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DOCUMENTS REQUIRED	Primary Applicant	Spouse/ Partner	Dependent Applicants
GENUINE STUDENT			
<p>Statement regarding your genuine intention to study in Australia</p> <p>Please refer to the 'FAQ' section of this document for further details</p>		N/A	N/A
<p>Up-to-date resume/CV covering your employment history. For each period of employment, you should include:</p> <ul style="list-style-type: none"> • Start and end date • Name and location of your employer • Job title for each position held • Names, titles and contact details of any referees <p>NOTE: If you are currently employed, you must provide the address of your employer's business, and the details of a referee who can confirm your employment</p>		N/A	N/A
Evidence of current (and any previous) employment e.g. payslips, employment contracts, work references		N/A	N/A
Evidence of any business activities conducted during the last 12 months in your country of residence/home country		N/A	N/A
Recent income tax return or bank statements , demonstrating your current economic circumstances		N/A	N/A
Evidence of financial, family and/or social ties to your country of residence/home country		N/A	N/A
Potential employment offers in any country outside Australia, once you have completed your course(s)		N/A	N/A
If applicable: evidence of any political/civil unrest or military commitments in your home country that are providing an incentive for you to leave		N/A	N/A
FINANCE			

Evidence that you have sufficient funds to cover your costs during your stay in Australia Please refer to the attached ‘Funds Requirement’ Fact Sheet for further details			
HEALTH INSURANCE			
Evidence of Overseas Student Health Cover (OSHC) for the duration of your intended stay in Australia Please refer to the ‘FAQ’ section of this document for further details			

DOCUMENTS REQUIRED	Primary Applicant	Spouse/ Partner	Dependent Applicants
APPLICANTS/FAMILY MEMBERS AGED UNDER 18			
<i>If you are under 18 years old:</i> Evidence that your parent(s)/legal guardian(s) OR your education provider have made suitable arrangements for your welfare during your intended stay in Australia		N/A	N/A
<i>If ANY applicant is under 18, and either (or both) of that applicant’s parents are NOT included in this application:</i> custody/guardianship documents and written consent of other parent(s) to the application			
<i>If any dependent applicant is between the ages of 5 and 17:</i> Evidence of enrolment in an Australian school, including payment of required fees	N/A	N/A	
NOTE: Applicants MAY also be asked to undergo health examinations			

WE CAN HELP YOU OBTAIN YOUR DOCUMENTS

Please let us know if you require assistance in obtaining any of these documents, including:

- **English translations of any documents that are not in English:** We can obtain quotes from translators accepted by the Department of Home Affairs (the DOHA).
- **Confirmation of Enrolment (CoE):** We can help you to plan your course of study, and to enrol in your chosen course(s) with your education provider.



- **Overseas Student Health Cover (OSHC):** If your education provider is not organising your OSHC, we can apply for the required cover on your behalf.
- **Health examinations:** If the DOHA asks you to undergo a health examination, we can complete the relevant health declaration on your behalf, generate the referral form, and provide information about where to have your examination.

Contact:

Dojo Legal Australia

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