



Australian Government
Department of Immigration and Citizenship

Dependent Child Visa (Offshore) (Subclass 445)

Application Document Checklist

This application document checklist details the information and supporting documents (personal, health and character) required to assist with the lodgement of a complete application with the department. Additional documentation may also be requested by the department.

Important: Original documents should not be provided unless requested. Please provide 'certified copies' of original documentation. Documents not in English must be accompanied by accredited English translations.

See: [Booklet 2](#) *Child Migration*

Complete applications are likely to be processed more quickly. Incomplete applications may be delayed or, in some cases, refused.

More information to help you prepare your application is available.

See: [Information to Help Prepare Your Application](#)

After completing this checklist, please attach it to the front of the application.

Forms, fees and charges	✓
Form 918 <i>Application for a subclass 445 (temporary) visa by a dependent child</i> A completed form 918.	
Payment of the visa application charge. See: Child Visa Charges	
Personal documents - applicant	✓
If the child is applying in Australia, certified copies of the passport or travel documents the child used to enter Australia, and any passports held since then.	
Two recent passport size photographs (45mm x 35mm) of the child (four photos if health examinations have not been completed). These should be of the head and shoulders only, and should show the child facing the camera and against a plain background. Print the name of the child on the back of each photograph.	
A certified copy of the child's birth registration showing both parents' names. If a birth certificate is unavailable, a certified copy of the identification pages of at least one of the following documents must be provided: <ul style="list-style-type: none">• passport• family book showing both parents' names• identification document issued by the government• document issued by a court that verifies the child's identity.	

If the child is an adopted child, a certified copy of the adoption papers or the Adoption Compliance Certificate.	
If the child's name or anyone included in the child's application has been changed (for example by marriage or deed poll) a certified copy of evidence of the name change.	
If the child is 18 years of age or over and is a full time student, evidence of their enrolment and active participation in a post-secondary course of study.	
If the child is 18 years of age or over, and is not a full time student, an explanation of why they are not studying.	
<p>If the child is a step-child of the visa-holding parent (the main applicant for the Partner visa) and is not the child of the sponsor, the step-child must be under 18 years of age and the following must be provided:</p> <ul style="list-style-type: none"> • evidence that the child's parent is the former partner of the sponsoring step-parent, and • evidence of the child's parentage, and • evidence that the step-parent has legal responsibility to care for the child. 	
If the child is 18 years of age or over and has a disability, evidence from a qualified medical practitioner that the child has total or partial loss of bodily or mental functions and this stops them working.	
If the child is 18 years of age or over, evidence that they are financially dependent on their sponsor for the basic needs of food, shelter and clothing, and how long this support has been provided. Evidence may include bank statements, money transfers, rent receipts etc.	
<p>If the child is under 18 years of age, one of the following must be provided:</p> <ul style="list-style-type: none"> • evidence that the law of the country in which the child resides supports the child's migration to Australia (eg. a court order) • a statutory declaration from each person with a legal responsibility to the child stating that they have no objection to the child's migration <p>Note: Where a non-migrating parent/guardian has the legal right to determine where the child can live, please provide a statutory declaration from the non-migrating parent/ guardian granting permission for the child to migrate to Australia, together with a certified copy of the non-migrating parent's/ guardian's identification (example, passport or driver's licence)</p> <ul style="list-style-type: none"> • an Australian court order supporting the child's migration. 	
If the child has served in the armed forces of any country, certified copies of military service records, or discharge papers.	

If the child is under 18 years of age, the sponsor must provide:

- a) an Australian National Police Check, if the sponsor has spent a total of 12 months or more in Australia since turning sixteen years of age; or
- b) if not required to provide an Australian National Police Check, police certificates from each country in which the sponsor has spent a total of 12 months or more in the last 10 years since turning sixteen years of age.

See:

[National Police Checks](#)

[Sponsor Eligibility](#)

[Character Requirements Penal Clearance Certificates](#)