



Australian Government  
Department of Immigration and Citizenship

## Adoption Visa (Subclass 102)

### 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.**

<b>Forms, fees and charges</b>	✓
<a href="#">Form 47CH</a> <i>Application for migration to Australia by a child</i> A completed form 47CH including details of all dependents.	
<a href="#">Form 40CH</a> <i>Sponsorship for a child to migrate to Australia</i> A completed form 40CH from the child's sponsor.	
Payment of the visa application charge. <b>See:</b> <a href="#">Child Visa Charges</a>	
<b>Personal documents – sponsor</b>	✓
Evidence that the sponsor is: an Australian citizen, the holder of an Australian permanent visa, or an eligible New Zealand citizen, such as: <ul style="list-style-type: none"><li>certified copy of birth certificate</li><li>Australian passport or foreign passport containing evidence of permanent residence</li><li>for New Zealand citizens; evidence of length of residence in Australia and of continuing links with Australia.</li></ul>	

<p>Photocopies of one of the following documents to show the sponsor's employment during the last two years:</p> <ul style="list-style-type: none"> <li>• Australian income and/or overseas tax assessment notice</li> <li>• a letter from the sponsor's employer confirming length of employment and annual salary</li> <li>• payslips</li> <li>• if the sponsor is self-employed or self-funded from other sources, business documents or a letter from your sponsor's accountant.</li> </ul>	
<p><b>If applicable:</b> A statement from the sponsor regarding any other person for whom the sponsor has signed a maintenance order and/or an Assurance of Support. This statement must:</p> <ul style="list-style-type: none"> <li>• show the sponsor's relationship with this other person or persons</li> <li>• specify the dates of lodgement of any sponsorship or nominations (including any current sponsorship or nomination), maintenance guarantees or Assurances of Support.</li> </ul>	
<p>If the sponsored child is under 18 years of age, the sponsor must provide:</p> <ol style="list-style-type: none"> <li>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</li> <li>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.</li> </ol> <p><b>See:</b>  <a href="#">National Police Checks</a>  <a href="#">Applicant and Sponsor Eligibility</a>  <a href="#">Character Requirements Penal Clearance Certificates</a></p> <p><b>Note:</b> If an Australian state/territory adoption authority has approved the adoption, a National Police Check is obtained as part of the approval process and is not required with the visa application.</p>	
<p><b>Personal documents - applicant</b></p>	<p>✓</p>
<p>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.</p>	
<p>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:</p> <ul style="list-style-type: none"> <li>• passport</li> <li>• family book showing both parents' names</li> <li>• identification document issued by the government</li> <li>• document issued by a court that verifies the child's identity.</li> </ul>	
<p>If the child has been allocated for adoption, a letter from the Australian state/territory adoption authority supporting the adoption.</p>	
<p>If the child has been adopted, certified copies of the adoption papers or the adoption compliance certificate, including evidence that the authority in the child's home country permits the child to migrate to Australia.</p>	

<p>If the child has been adopted by expatriate adoptive parents without the support of an Australian state/territory adoption authority, provide a written statement outlining the reasons for the adoptive parent's residence overseas.</p>	
--	--