



## Special Program Visa (Subclass 416) Agreement Application Guide



Australia's temporary residence program seeks to facilitate the temporary entry of persons who benefit Australia by contributing to the economic, cultural or social development of the Australian community.

The Special Program (Subclass 416) visa aims to enhance international relations and cultural exchange by allowing people to share cultural and social experiences and knowledge in the Australian community through participation in approved *activity specific* programs.

It provides for persons who:

- are invited to participate in a reciprocal youth exchange program;
- are invited to participate in a cultural enrichment or community benefits program; or
- will take part in the Pacific Seasonal Worker Pilot Scheme.

In order to be approved as a Special Program, an organisation must seek authorisation of the Secretary of the Department of Immigration and Citizenship (DIAC). In assessing whether a program should be approved for the purpose of the Migration Regulations, the following elements will be taken into consideration:

- profile and size of the Australian organisation
- the purpose and details of the organisation's operations
- any association with any organisation previously and / or currently approved for Special Program visa purposes
- details of affiliated organisations both in Australia and overseas
- the purpose and aim of the program for which approval is being sought, and how it could enhance international relations and cultural exchange
- the benefits to Australia if the program is approved as a special program
- details of the proposed employment of any visa holders, including wages/salary, duties, insurance, travel and other expenses
- details of how the organisation intends to vet participants to ensure their suitability for the program
- an indication of the size of the proposed program (the number of visas requested per financial year) and the duration of the program
- details of how individual participants will spend their time in Australia under the program and the activities that will be undertaken, including information about who will be supervising participants during their stay in Australia and place of work
- maintenance arrangements (eg. board and lodgings), and any other expenses to be met by the organisation (if applicable)
- details of expenses to be met by participants in the program
- details of reciprocal arrangements in place that will allow young Australians to be provided with similar opportunities overseas (applicable to youth exchange programs)
- if applying on the basis of being a non-profit organisation, a copy of the organisation's tax exempt certificate.

If you would like us to consider your organisation for a special program you should indicate whether you are seeking approval for a youth exchange or cultural enrichment or community benefits program. Please address the points listed above and forward your submission to:

The Director  
Working Holiday Section  
Department of Immigration and Citizenship  
PO Box 25  
Belconnen ACT 2616

**or**

Fax: (02) 6264 2632

**or**

Email: [special.programs.policy@immi.gov.au](mailto:special.programs.policy@immi.gov.au)

Organisations will be informed in writing of the outcome of their proposal, or they may be asked to provide additional information to enable a decision to be made. If the program is approved, the organisation will be required to enter into a formal agreement with the department.

An agreement may generally be finalised within three weeks of all necessary information being received.