



Australian Government
Department of Immigration and Citizenship

Specialist Entry and Sponsored Training Visas

Application Document Checklist

This checklist is designed to assist you in submitting a complete visa application for the following visa subclasses:

Subclass	Description
411	Exchange Visa
419	Visiting Academic Visa
420	Entertainment Visa
421	Sport Visa
423	Media and Film Staff Visa
427	Domestic Worker (Executive)
428	Religious Worker Visa
442	Occupational Trainee Visa

Submitting a complete application will help to minimise processing times. Please ensure the documents you submit cover your particular circumstances.

Complete applications

You should ensure that you lodge a completed visa application. While the department may ask you to provide more information in order to determine whether you meet the criteria for grant of the visa, a decision on the visa application may be made solely on the information provided at the time of application.

Note: The Visa Application Charge will not be refunded if a decision is made to refuse to grant the visa because the applicant did not satisfy the criteria for grant of the visa.

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

Forms, fees and charges	✓
Form 147 <i>Application for a temporary residence visa (non-business)</i> All relevant sections of the application form must be completed. All applicants aged 18 years and over must have signed the Australian Values Statement.	
Visa application charge. Full payment of the visa application charge. See: Specialist Entry Visa Charges Sponsored Training Visa Charges	

Sponsorship approval status	✓
Evidence that the sponsorship application has been lodged and/or approved. Example: Sponsorship application ID number, sponsor approval letter or receipt for lodgement of the sponsorship application.	
Nomination approval status	✓
Evidence that the nomination application has been lodged and/or approved.	
Other documents	✓
One colour passport-size photograph of yourself and of each secondary applicant included in the application.	
A certified copy of birth certificates for yourself and for each secondary applicant included on the application. The birth certificate must list the names of the parents of each dependent child.	
Copies of the page(s) in your current passport that contain your photo, personal details and the issue/expiry details of the passport.	
Evidence of a name change for anyone included in the application who has changed their name (by marriage or deed poll).	
Financial support	✓
Evidence of your financial capacity to support yourself and all accompanying secondary applicants during your stay in Australia. Evidence may include: <ul style="list-style-type: none"> • bank statements • a letter from your financial institution stating your financial position. Note: Evidence of financial assistance from your sponsor and/or employer such as allowances, accommodation, and stipends while you are in Australia may be considered when evaluating your ability to support yourself and your dependants.	
Health insurance	✓
Evidence with your visa application that you have adequate health insurance for the duration of your stay in Australia. Evidence of insurance may be: <ul style="list-style-type: none"> • a certification letter from your health insurer or broker • evidence that you have enrolled with Medicare if your country has a reciprocal health arrangement with Australia • the health insurance standard template letter completed by your insurance provider. See: Health Insurance Standard Template Letter (106KB RTF file) Note: As a guide to the level of health insurance the department will accept as adequate, review 'Attachment A' to the health insurance standard template letter.	

Health and character requirements	✓
Evidence of any health checks undertaken for yourself and all secondary applicants included in the application. Most applicants must meet health requirements to be granted this visa. See: Health Requirements	
Character and penal clearances. You and all secondary applicants may be asked to provide police certificates for each country that you have lived in for 12 months or more over the last 10 years since turning 16. See: Character and Penal Clearance Requirements	
Military discharge certificates for applicants who have served in the military in the last 10 years.	
Secondary applicants	✓
Copy of marriage certificate or evidence of a de facto relationship.	
If a dependent child is adopted, adoption papers or court documentation.	
Where custodial arrangements exist for a dependent child, relevant documentation.	
Form 47A <i>Details of child or other dependent family member aged 18 years or over</i> Complete this form for each secondary applicant aged 18 years or over (excluding your partner).	
Form 1229 <i>Consent to grant an Australian visa to a child under the age of 18 years</i> If both parents are not included in the application, complete this form for each secondary applicant under the age of 18 years included in the application.	
Evidence of financial dependence on you by any child over 18 years of age included in the application.	
Evidence of financial dependence on you by any parent or their partner included in the application.	
A written statement from the sponsor that they will meet the sponsorship obligations for all secondary applicants included in the application.	
Additional requirements	✓
If you are a fully-funded student, evidence (such as a letter from your funding agency) that it would not be detrimental to Australian policies in relation to overseas students to grant this visa.	
If you are an AusAID subsidised student, a copy of the letter of support from AusAID.	

Visa specific information	✓
<p>If you are applying for a Subclass 421 – Sport visa, please provide:</p> <ul style="list-style-type: none"> • if you are an amateur competitor, evidence that you do not derive an income from your sport. Example: A payslip from your employer. 	
<p>If you are applying for a Subclass 427 – Domestic Worker (Executive) visa, please provide a signed declaration from your sponsor. See: Subclass 427 Domestic Worker (Executive) Visa – Employer’s Declaration (34KB PDF file)</p>	
<p>If you are applying for a Subclass 442 – Occupational Trainee visa, please provide:</p> <ul style="list-style-type: none"> • a copy of the invitation to participate in the training • if you are applying after being a Student visa holder, evidence of successful completion of the principle course at a diploma level or higher. 	