



Australian Embassy Myanmar
Visa and Immigration Office

APPLYING FOR A CHILD MIGRATION VISA TO AUSTRALIA

Who should apply for a child migration visa?

- **Child** visa is for those applicants who are the dependent child (not a step child) of an Australian citizen, permanent resident or eligible New Zealand citizen and are less than 25 years old before apply
- **Adoption** visa is for those applicants (under 18 years of age) who have been adopted by an Australian citizen, permanent resident or eligible New Zealand citizen
- **Orphan Relative** visa is for those applicants (under 18 years of age) who are orphan relatives of an Australian relative who is an Australian citizen, permanent resident or eligible New Zealand citizen
- **Dependent Child** visa is for those applicants who are the dependent child of the holder of a visa-holding parent such as subclass 309, 310, 445, 820, or 826 and is sponsored by the nominator or sponsor of the visa holding parent.

How much will this visa cost?

There is an application charge for this visa. This will not be refunded if your application is unsuccessful, or if you decide to withdraw your application after you have lodged it. Please ensure that you pay the correct fee. See: <http://www.border.gov.au/Trav/Visa-1>

Where do I lodge my application?

All visa applications should be lodged at the Australian Visa Application Centre (AVAC) in Myanmar operated by VFS Global.

Address: #305, Prime Hill Business Square,
No. 60, Shwe Dagon Pagoda Road,
Dagon Township, Yangon, Myanmar

Telephone: 02-118-7100

Email: info.aurng@vfshelpline.com

Contact Centre hours: 08.30 hrs to 16.30 hrs
Business hours: 08.30 hrs. – 16.30 hrs. (Monday to Friday*)
Application lodgement hours: 08:00 hrs. – 15:30 hrs. (Monday to Friday*)
Passport Collection hours: 08:30 hrs. – 16:30 hrs. (Monday to Friday*)
**Except on Public Holiday (<http://www.myanmar.embassy.gov.au/rang/aboutus.html>)*

A fee will be charged for this service in addition to the scheduled fee charged by the Australian Government for all visa applications. For more information about lodgement procedures, fees charged, contact details, office locations and office hours, please visit <http://www.vfsglobal.com/australia/myanmar>

What happens after I have lodged my application with the Australian Visa Office Myanmar?

Once you have lodged your application with the AVAC, you will be issued a receipt for your payment. The application will be transferred and processed in the Australian Visa Office in Bangkok, Thailand. Staff from the Australian Visa in Bangkok will send you an acknowledgement letter along with a file reference number. You will need to refer to the file reference number when contacting the Embassy.

How long will it take?

All applications for migration are assessed in the order they are received by this office. The processing time service standard (i.e. from the time we receive your application until a decision is made) for a child visa is 14 months, can be found at <http://www.border.gov.au/about/access-accountability/service-standards/family-visa-processing-times>

This timeframe can be longer where an application is not complete, where there are health and character concerns or a history of non-compliance with Australian immigration law.

What will help me get my application processed faster?

You should ensure you lodge a complete visa application. A complete visa application is one that provides all the information necessary for a decision to be made. You should support your application with as much information as possible at the time of lodgement as a decision may be made solely on the information that you have provided with your application.

Other important things to note:

- Applicants are required to disclose information about all previous visa applications. The provision of false or misleading information in an application could lead to the application being refused.
- **Do not** provide original documents unless specifically requested. You should provide 'certified copies' of original documentation. Documents not in English must be accompanied by accredited English translations. '**Certified copies**' are copies authorised, or stamped as being true copies of originals, by a person or agency recognised by the law of the country in which you currently reside. The only **original document you need to provide are Police Certificate and Consent letter.**

Can I ask another person to deal with the Embassy on my behalf?

Australian privacy laws prevent this office from responding to enquiries from people not authorised by the applicant. This includes the person providing support to the application. If you want to authorise another person to be able to discuss your application with this office, or for them to receive correspondence about the application, you should indicate this on the application form, a written statement or by using a form 956.

<http://www.border.gov.au/Trav/Visa/Usin/Getting-help-to-apply-for-a-visa>

If there are any changes in your circumstances following lodgement of your application, you are obliged to inform us about them. You may use [Form 1022 Notification of Changes in Circumstances](#) for this purpose.

Australia's visa label policy

The Australian Government does not require holders of Australian visas to have a visa label in their passport.

We electronically record all visas issued to non-citizens providing them permission to travel, enter and/or remain in Australia. This means that evidence of a visa grant in the form of a visa label is no longer routinely issued to visa holders. Instead, electronic visas are linked to a visa holder's current passport which enables us to provide accurate, secure and real-time information about a visa holder's visa details. It is also more secure than issuing a visa label as it reduces the risk of fraud.

Having this electronic connection also enables online checking of visa details by visa holders, airlines, registered Australian organisations and Australian government agencies.

About your visa

When you receive your Australian visa you are issued with a visa grant notification letter that explains the conditions of your visa including period of validity and entry requirements. You should retain this for your own reference and may wish to carry it with you when you travel as it contains important information about your visa. The information contained within the visa grant notification letter will help you check your visa details online using the department's Visa Entitlement Verification Online service, known as [VEVO](#).

Visa holder obligations

The visa holder must comply with all Australian laws and all visa conditions. This includes

- Entering Australia by an initial entry date after a visa has been issued. The initial entry is determined by the validity of your medical examination and police clearances which are valid for 12 months after being issued. Whichever of these clearances expires first will determine the initial entry date that you must enter Australia. The initial entry date cannot be changed under any circumstance.
- Not getting married or entering into a de facto relationship before arriving in Australia.

You must notify us in writing if circumstances change in a way that could affect the child's eligibility for a visa, or your eligibility to sponsor the child.

Application Document Checklist

This application document checklist details the information and supporting documents (personal and character) required to assist with the lodgement of a complete application with the department. You may also need to provide additional information and documentation after you have made your application if the department requires it.

- [Form 47CH](#) – completed in English and signed by the applicant or parent , relative or guardian if the applicant is under 16 years of age
- [Form 40CH](#) – completed in English and signed by the sponsor
- [Form 918](#) (for Dependent Child – subclass 445) completed in English and signed by the applicant or parent , relative or guardian if the applicant is under 16 years of age
- Pay the appropriate Visa Application Charge. See: <http://www.border.gov.au/Trav/Visa/Fees>
- Form 54- Family Composition - complete the form in English and signed <http://www.border.gov.au/about/corporate/information/forms/application/numerical-list>
- Two (2) passport photographs of each person included in the application
- Certified copies of the biographical pages of the current passports or travel documents of all people included in the application (these are the pages with the holder's photo and personal details and the issue/expiry dates).
- Birth certificate of the applicant and identity card (for children over 15 years of age)
- Signed Household Registration Form for the applicant (and each person included in the household where the child is registered) – notarised copy of Myanmar original and notarised English translation.
- Copies of the biometric page and all stamped pages passport (if available). Please ensure the passport details are correct. The names must be correctly spelled and all other details must match your other documentation.
- Official name/surname change certificates for all name changes for the applicant
- Death certificates of any deceased parent if applicable

Child and Dependent Child visa

- Certified copy of the visa or Australian Citizenship certificate of the applicant's Australian resident parent
- If the applicant is over 18 years of age at the time of visa lodgement, evidence of
 - dependency on the Australian parent;
 - previous and current study status (note: for Child subclass 101 visas, 18 year old applicants must be studying full-time in a post-secondary course of study leading to a professional, trade or vocational qualification unless disabled); and
 - applicant's current employment status (if applicable)
 - evidence of enrolment status as full time student (if applicable)
 - evidence that they are not married
- If the applicant is under 18 years of age at the time of application lodgement, the

interests of the child with regards to access to the non-migrating parent must be considered. Therefore, the following documentation is required:

- A letter of consent from the non-migrating parent stating that the non-migrating parent allows the child to live in Australia permanently.
- A letter of consent, form 1229 is available on www.border.gov.au/htm
Please note that the letter of consent can only be witnessed by Embassy Staff. The person witnessing the letter of consent will also need to sight and verify a copy of the parent's passport or ID card, which should be attached as part of the application.
- Statutory declaration from each person with legal responsibility for the child stating that they have no objection to the child migration.

Please note that custody and consent to migrate are different and will be considered separately. Therefore, you must provide both documents to demonstrate that you meet the both requirements.

If despite all efforts the non-migrating parent cannot be located or contacted, evidence should be provided in the form of a Statutory Declaration outlining the details of steps taken to contact the non-migrating parent, and details of the biological parent's last known contact details including address and phone number. A Statutory Declaration can be witnessed by Australian Embassy Staff or an authorised person in Australia

- If applicable, the Court Orders stating the change of parental power over the applicant.
- If the applicant's parents are divorced, their divorce certificate with memorandum attached

Adoption visa

- Evidence from the Child Adoption Centre in Myanmar that the child was free for adoption at the time the applicant was adopted through the inter-country adoption procedure. The Agreement should state full parental rights are given to the adoptive parents at the time of adoption. Please note that Burmese national sponsors must have already become an Australian citizen at the time of adoption and must pursue inter-country adoption through the Child Adoption Centre in Myanmar only. The Australian Embassy cannot take part in any adoption process.
- Evidence of the adoptive parents being resident outside Australia for at least 12 months at the time of the adoption.
- A letter from the Australia State/Territory adoption authority supporting the adoption (if applicable).

Orphan Relative visa

- Evidence of the applicant's parents' death (death certificates) or permanent incapacity (court orders, medical reports) or whereabouts unknown (court orders, police records, evidence of how long they have been missing and what efforts have been made to contact or find them etc.).
- Certified copy of the visa or Australian citizenship certificate of the applicant's Australian sponsor.
- The sponsor must also:

- be the child's brother or sister, grandparent, aunt or uncle, or niece or nephew, (or step equivalents);
- have been lawfully resident in Australia for a reasonable period (usually two years); and
- have turned 18 years of age.
- The sponsor must satisfy one of the following custody requirements when applying to sponsor children under 18 years of age:
 - They must have the sole legal right to determine where the child shall live, or to remove the child from their home country.
 - If another person can legally determine where the child can live, the sponsor must obtain a statutory declaration from this person or people, granting permission for the child to migrate.
 - They must possess a valid court order allowing them to permanently remove the child from the child's home country.
 - They must have a court order issued by the Family Court of Australia, and the grant of the visa must be consistent with that order.

Applicant - Health and Character Clearances

□ **Medical examination**

After an initial assessment, a case officer will provide you with a “Health Assessment” letter (by email, mail or fax). You need to provide the health assessment letter you receive from your case officer to the panel physician. Medical examinations must be undertaken by a doctor from a list of approved physicians provided by the Visa and Immigration Office, Australian Embassy Myanmar.

Panel physicians- Yangon

Medical and Radiology Clinic

Myanmar International SOS Clinic- Renaissance Inya lake Hotel

37 Kaba Aye Pagoda Road

Telephone: +95 1 667 879

Fax: +95 1 667 866

Doctor(s): Dr Chantal Bonfils or Dr Khin Cho Htay

Please note: Applicants may be asked to attend a health examination more than one time if further examination or follow up is required.

Police/Character process

- Original police certificate from every country the applicant (if aged 16 years and over) has resided in for a total of 12 months or more during the last 10 years. Details are available on form *Character Requirement Penal Clearance Certificates*. Please visit [Character Requirement Penal Clearance Certificates](#) for more information.

Relevant document: ‘Police Clearance’ - ‘Recommendation free of criminal offence’.

Residents apply in person to your local township police office.

Provide: proof of identity.

Fee: payable.

Note: certificates cannot be obtained by non-residents.

Sponsor - Information and documents required

- A certified copy of the bio-data page of the sponsor's passport
- Two recent passport-size photographs of the sponsor
- Evidence of Australian citizenship or permanent resident status or of being an Eligible New Zealand Citizen. An Eligible New Zealand Citizen is described on [form 40CH](#) and in booklet 2 "Child Migration" which is available on the Department's website www.border.gov.au. An Eligible New Zealand Citizen is also required to complete health and character checking
- Evidence that may establish the sponsor's financial ability to provide settlement support to the applicant(s) (eg. Evidence of employment, Tax assessment notices, business documents if self-employed, superannuation documents if self-funded retiree). If insufficient evidence is provided an Assurance of Support may be requested.
- When the applicant is under 18 years of age, the sponsor (and sponsor's partner in Child visa applications) is required to provide:
 - An **original** copy of an Australian National Police Certificate (NPC) if the person has spent a total of 12 months or more in Australia since turning 16 years of age; and
 - Police checks from each country other than Australia in which the person has spent a total of 12 months or more in the last 10 years since turning 16 years of age.

An NPC may be obtained from the Australian Federal Police (AFP). Information on obtaining the check is available from the AFP

-Visit website at: <http://www.afp.gov.au/what-we-do/police-checks.aspx>

-Telephone number: (+662) 6202 3333.

When completing the NPC application form please uses Code 33 at Section 8: Purpose of Check on the form and include details of any, and all, names sponsor have been known by. If you are using the online application, Section 3.3 of the form please chooses 'Commonwealth Purpose/Employment' on type of check and 'Immigration/Citizenship' on purpose of check.

For further detailed information, please visit www.border.gov.au or www.myanmar.embassy.gov.au

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