



**Australian Embassy Myanmar**  
**Visa and Immigration Office**

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## **APPLYING FOR A STUDENT GUARDIAN VISA TO AUSTRALIA**

### **Who should apply for a student guardian visa?**

Those who wish to accompany a student visa holder as a guardian to provide appropriate care and welfare arrangements for the student (under 18 years old). If a visa is granted, you must not work while in Australia.

### **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](mailto: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>

### **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. There are application charges for you and all family members included in your application.

**See:** <http://www.border.gov.au/Trav/Visa/Fees>

### **Important things to remember when making an application**

You 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.

It is important that you lodge a **complete application**. A complete application is one that provides all 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. You will be advised if an interview is required to assist in finalising your application.

### **What do I need to provide?**

You may be asked to provide further documents or information relating to your particular circumstances after your application has been lodged. The list of supporting documentation below is not exhaustive. You should provide documents certified as true copies of the original, with the exception that we require the **original bankbook**.

Documents can be certified as true copies of the original by any person or agency recognised by the law of the country in which you live can certify documents. You should also provide an English translation of any document in another language. You may choose to provide original documents and a set of clear copies. All originals will be returned to you after the copies have been certified.

### **How long will I need to wait for the visa?**

The processing time of student visa application varies for different visa subclasses. Furthermore, an application may take longer if the application is incomplete at the time of lodgement or if there are other issues with your application such as child custody, character concerns relating to previous immigration history or criminal convictions, or if further medical checks are required. If your application is likely to take longer than a standard processing time, you will be fully informed of the reason for any delays.

### **Can I ask another person to deal with the Embassy?**

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 receive correspondence about your application, you should indicate this by using a [form 956](#) which must be signed by both applicant and authorised person.

**Without a Form 956 we cannot talk about your case to anyone else, including your partner or family members.**

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

### **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](#).

## 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. You may also need to provide additional information and documentation after you have made your application if the department requires it.

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

- [Form 157G](#) – completed in English and signed by the applicant
- [Form 157N](#) – completed in English and signed by the nominating student
- A non-refundable visa application charge. See <http://www.immi.gov.au/fees-charges/>
- One recent passport size photograph of yourself; attached to the application form
- A clear photocopy of your passport biodata page (the page with your photograph) and a copy of all other pages in your passport that contains a stamp and/or visa. . Recommended that your passport should have at least six months left before the expiry date.
- National Registration Card and House Registration Certificate / Birth certificate
- Evidence to confirm the status of the nominating student in Australia
- A letter from the school/institution to confirm/acknowledge your guardianship status
- Evidence to confirm relationship between you and the nominating student
- A copy of the students' passport that you are the guardian for (if an application has lodged separately)
- Confirmation of Enrolment (CoE) certificate for the student applicant (If an application has lodged separately)

### Health and Character Requirements

- Medical and x-ray examination results for yourself and each family member planning to accompany you to Australia.

Once the application is lodged, the case officer will provide you with a “Health Assessment” letter (by email, mail or fax). The Panel physician will need to see this letter as part of the medical examination process so you should take the letter with you to your examination.

Medical examinations must be undertaken by a doctor from a list of approved physician provided by the Visa and Immigration Office, Australian Embassy Myanmar.

### A 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

- Evidence you have paid [Overseas Visitors Health Cover\(OVHC\)](#) or [Overseas Student Health Cover \(OSHC\)](#) for the period of your intended stay in Australia

## Original police clearance certificate(s)

- 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*. See <http://www.border.gov.au/Trav/Visa/Char> for Character Requirements Penal.

**Relevant document:** Police Clearance - 'Recommendation free of criminal offence'.

**Residents Apply in person to your local township police office.**

**Provide:** proof of identity. A fee is payable.

**Note:** certificates cannot be obtained by non-residents.

## Financial requirements

- Evidence that you will be self-supporting in Australia without cost to Australia's social and welfare services. The assessment level that we apply to your nominating student's visa application determines the evidence that you must have to show that you can meet our financial requirements. You must have enough money from acceptable sources to pay for your travel and expenses. The table below is a guide to the amount you will need.

| Costs   | Amount required in AUD       |
|---|------------------------------|
| You (the Student Guardian visa applicant)                       | 18 610 per year              |
| First child (younger than six years of age), if applicable      | 3720 per year                |
| Each extra child (younger than six years of age), if applicable | 2790 per year                |
| Travel costs (per person)                                       | Return air fare to Australia |

If you are providing a bankbook, you are required to provide the **original bankbook** which will be returned to you with your passport.

For further detailed information, please visit [www.border.gov.au](http://www.border.gov.au) or [www.myanmar.embassy.gov.au](http://www.myanmar.embassy.gov.au)

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