

ADOPTION VISA (offshore) (subclass 102) CHECKLIST

For applicants lodging Adoption Visa applications in Shanghai

IMPORTANT: Please use the following checklist to ensure that you have included all necessary supporting documentation when lodging a Child visa application.

Please ensure that you:

- Provide copies of the following documents,
- Provide a photocopy of all original documents lodged with your application so we can return the original documents to you at finalisation,
- Attach English translations of any documents in Chinese,
- Authorise electronic communications and provide an email address on Form 47CH,
- **Attach the completed checklist to the top of your application with documents in the same order as per the checklist.**

FORMS AND FEE	CHECK BOX
Completed Form 47CH – <i>Application for Migration to Australia by a child</i> – signed by the applicant or a parent, relative or guardian if the applicant is under 16 years of age http://www.immi.gov.au/allforms/pdf/47ch.pdf completed in English	☐
Completed Form 40CH – <i>Sponsorship for a child to migrate to Australia</i> – signed by the sponsor http://www.immi.gov.au/allforms/pdf/40ch.pdf completed in English	☐
Evidence of payment of the Visa application charge See: Visa Application Charges http://www.china.embassy.gov.au/bjng/DIACtemp.html	☐
PERSONAL DOCUMENTS – SPONSOR	CHECK BOX
Evidence that the sponsor is an Australian citizen, permanent resident, or eligible New Zealand citizen	☐
Evidence of the sponsor's income – e.g. The sponsor's last two (2) years Income Tax Assessment Certificates/ Tax Returns	☐
If the sponsored child is under 18 years of age, the sponsor must provide the following: • an Australian National Police Check, if the sponsor has spent a total of 12 months or more in Australia since turning 16 years of age • 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 16 years of age. Note: 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.	N/A ☐
If the sponsored child is under 18 years of age, and the sponsor has a spouse or de facto partner, that partner must provide the following: • an Australian National Police Check, if the partner has spent a total of 12 months or more in Australia since turning 16 years of age • police certificates from each country in which the partner has spent a total of 12 months or more in the last 10 years since turning 16 years of age. Note: 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.	N/A ☐

ELIGIBLE NEW ZEALAND CITIZEN SPONSORS	CHECK BOX
Penal (Police) clearances from all countries where the sponsor has resided for more than 12 months in the last 10 years since turning 16 years of age regardless of the age of the applicant	☐ N/A ☐
Receipt for the sponsor's health examination from an approved Panel Doctor	☐ N/A ☐

PERSONAL DOCUMENTS – APPLICANT	CHECK BOX
The applicant's passport and a copy of the details page	☐
Two recent passport size photographs of the applicant with the applicant's name written on the back of each photo	☐
A notarised copy of the child's original birth certificate if available or, if not available; A notarised statement of birth of the visa applicant issued by a public notary office	☐
A notarised certificate of abandonment of the adopted child	☐ N/A ☐
If the child has been allocated for adoption with the support of an Australian state/territory adoption authority, a letter from that authority supporting the adoption.	☐ N/A ☐
Certified copies of the adoption papers showing that a legal, full and permanent adoption has taken place, including evidence that the relevant authority permits the child to migrate to Australia	☐
If the child has been adopted by expatriate adoptive parents without the support of an Australian state/territory adoption authority, a written statement outlining the reasons for the adoptive parent's residence overseas as well as evidence to support these claims (e.g. Certificate of employment)	☐ N/A ☐

CHARACTER	CHECK BOX
If the applicant is 16 years or older, Penal (Police) clearances from all countries where the visa applicant has resided for more than 12 months in the last 10 years since turning 16 years of age.	☐ N/A ☐
If the child has served in the armed forces of any country, certified copies of military service records, or discharge papers	☐ N/A ☐

OTHER DOCUMENTS	CHECK BOX
2 address labels in Chinese with your name, address and telephone numbers for the return of your passport and visa decision	☐