

## 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 <a href="http://www.immi.gov.au/allforms/pdf/47ch.pdf">http://www.immi.gov.au/allforms/pdf/47ch.pdf</a> completed in English	<input type="checkbox"/>
Completed Form 40CH – <i>Sponsorship for a child to migrate to Australia</i> – signed by the sponsor <a href="http://www.immi.gov.au/allforms/pdf/40ch.pdf">http://www.immi.gov.au/allforms/pdf/40ch.pdf</a> completed in English	<input type="checkbox"/>
Evidence of payment of the Visa application charge <b>See:</b> Visa Application Charges <a href="http://www.china.embassy.gov.au/bjng/DIACtemp.html">http://www.china.embassy.gov.au/bjng/DIACtemp.html</a>	<input type="checkbox"/>
PERSONAL DOCUMENTS – SPONSOR	CHECK BOX
Evidence that the sponsor is an Australian citizen, permanent resident, or eligible New Zealand citizen	<input type="checkbox"/>
Evidence of the sponsor’s income – e.g. The sponsor’s last two (2) years Income Tax Assessment Certificates/ Tax Returns	<input type="checkbox"/>
If the sponsored child is under 18 years of age, the sponsor must provide the following: <ul style="list-style-type: none"> <li>• 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</li> <li>• 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.</li> </ul> <p><b>Note:</b> 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.</p>	<input type="checkbox"/> N/A <input type="checkbox"/>
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: <ul style="list-style-type: none"> <li>• 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</li> <li>• 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.</li> </ul> <p><b>Note:</b> 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.</p>	<input type="checkbox"/> N/A <input type="checkbox"/>

<b>ELIGIBLE NEW ZEALAND CITIZEN SPONSORS</b>	<b>CHECK BOX</b>
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	<input type="checkbox"/> N/A <input type="checkbox"/>
Receipt for the sponsor's health examination from an approved Panel Doctor	<input type="checkbox"/> N/A <input type="checkbox"/>

<b>PERSONAL DOCUMENTS – APPLICANT</b>	<b>CHECK BOX</b>
The applicant's passport and a copy of the details page	<input type="checkbox"/>
Two recent passport size photographs of the applicant with the applicant's name written on the back of each photo	<input type="checkbox"/>
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	<input type="checkbox"/>
A notarised certificate of abandonment of the adopted child	<input type="checkbox"/> N/A <input type="checkbox"/>
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.	<input type="checkbox"/> N/A <input type="checkbox"/>
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	<input type="checkbox"/>
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)	<input type="checkbox"/> N/A <input type="checkbox"/>

<b>CHARACTER</b>	<b>CHECK BOX</b>
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.	<input type="checkbox"/> N/A <input type="checkbox"/>
If the child has served in the armed forces of any country, certified copies of military service records, or discharge papers	<input type="checkbox"/> N/A <input type="checkbox"/>

<b>OTHER DOCUMENTS</b>	<b>CHECK BOX</b>
2 address labels in Chinese with your name, address and telephone numbers for the return of your passport and visa decision	<input type="checkbox"/>