

DEPENDENT CHILD VISA (Offshore) subclass 445 CHECKLIST

For applicants lodging Dependent Child Visa applications in China

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 in Form 918,
- **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 918 – <i>Application for a subclass 445 (temporary) visa by a dependent child</i> – signed by the applicant or a parent, relative or guardian if the applicant is under 16 years of age, and by the sponsor http://www.immi.gov.au/allforms/pdf/918.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 child is under 18 years of age, their sponsor must provide the following: • an AFP 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.	☐ N/A ☐
If the child is under 18 years of age, the sponsor's spouse or de facto partner must provide the following: • an AFP 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.	☐ 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 with translation	☐
A certified copy of the child's household registration booklet (hukou)	☐
If the child is under 18 years of age, one of the following must be provided: - evidence that the law of the country in which the child resides supports the child's migration to Australia (eg. a court order) - a statutory declaration from each person with a legal responsibility to the child stating that they have no objection to the child's migration Note: Where a non-migrating parent/guardian has the legal right to determine where the child can live, please provide a statutory declaration from the non-migrating parent/ guardian granting permission for the child to migrate to Australia, together with a certified copy of the non-migrating parent's/ guardian's identification (example, passport or driver's licence) - an Australian court order supporting the child's migration.	☐ ☐ N/A ☐
If the child is an adopted child, a certified copy of the adoption papers and the Adoption Compliance Certificate	☐ N/A ☐
If the child is the step-child of the visa-holding parent (the main applicant for the Partner visa) and is not the child of the sponsor, the step-child must be under 18 years of age and the following must be provided: evidence that the child's parent is the former partner of the visa holding step-parent and evidence that the step-parent has legal responsibility to care for the child	☐ N/A ☐
PERSONAL DOCUMENTS – APPLICANT 18 YEARS OR OVER	CHECK BOX
If the child is 18 years of age or over, evidence that they are financially dependent on their sponsor for the basic needs of food, shelter and clothing, and how long this support has been provided	☐ N/A ☐
If the child is 18 years of age or over and is a full time student, evidence of their enrolment and active participation in a post-secondary course of study evidence of all studies undertaken since turning 18 years of age.	☐ N/A ☐
If the child is 18 years of age or over and is not a full time student, a written explanation of why they are not studying	☐ N/A ☐
If the child is 18 years of age or over and has a disability, evidence from a qualified medical practitioner that the child has total or partial loss of bodily or mental functions that stops them working	☐ 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
If lodging to Guangzhou - An EMS form completed in Chinese, indicating the address in China for the return of your passport and visa decision	☐
If lodging to Shanghai – 2 address labels in Chinese with your name, address and telephone numbers for the return of your passport and visa decision	☐