

Student Visa Application Guide

The Student Visa application process is NOT difficult but you need to take your time to read each of the steps carefully and provide all required documentation.

The Application is all done ON LINE.

If the Department of Home Affairs has a question, they will email you or call you. It is unlikely that you would be asked to attend an interview.

The Australia Department of Home Affairs has an excellent website that provides all the information you need.

To see the Step by Step Process of applying for your Student Visa please visit: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#HowTo> **MAKE SURE YOU VISIT THIS WEBPAGE AND READ CAREFULLY**

The Student Visa application fee is currently AUD\$620 (August 2019)

At the time of writing, 75% of applications were processed within 62 days. The process may be much faster (and usually is in some countries) but we need to make the allowance for average processing times.

Key Points:

1. Register with Home Affairs

You will need to create an account at <https://online.immi.gov.au/lusc/register>

We recommend you complete all the steps below and prepare all your documents first, then register and do your application

Attached here is a step by step guide that takes you through the “on line” application. Please use this guide and we are sure you will find it easy

2. Prepare your documents

To see what documents you need, go to <https://immi.homeaffairs.gov.au/visas/web-evidentiary-tool> (select your country, then select “Australian National Airline College” as the “Education Provider” and then select “None of the Above (All other students)”) ”

You will need Identity documents like Passport, National ID Card, Birth Certificate (provide as many as you can)

All Non-English documents need to be translated in English

Translators outside Australia do not have to be accredited. But on each translation, they must include their:

- full name
- address and telephone number
- qualifications and experience in the language they are translating

These details must be in English.

Note: You do not need to have any documents certified.

3. Financial Evidence

You need to declare that you have the necessary funds for the course fee, living expenses and travel expenses.

You need to declare where the funds are coming from.

Your Letter of offer Outlined how much finance you require – you can also get more information at <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500#HowTo> (select “Evidence you have enough money for your stay – click on “see how”)

There are 2 ways to evidence funding:

1. A deposit in a financial institution (i.e money in a bank account)
or
2. Ongoing income – You can provide evidence your parents or your partner had a personal annual income of at least AUD60,000 in the 12 months immediately before you apply. If you bring family members, you must demonstrate your parents’ or partner’s income is at least AUD70,000. If both your parents are working we can consider their combined income. Provide evidence of your parents’ or partner’s income in the form of official government documents such as tax assessments less than 12 months old. We won’t accept bank statements or direct evidence from an employer.

4. OSHC Overseas Student Health Cover

You must have arranged your OSHC before you start your application

Please see your Letter of Offer for details

The OSHC needs to cover the duration of your course. We also recommend adding one week before you arrive and 3 or 4 weeks after planned completion date.

You will need to provide details of the Insurance Company, Policy Number, Coverage Dates and upload a copy of your Insurance Certificate / Payment Receipt.

5. Genuine Temporary Entrant Statement (GTE Statement)

This GTE statement is VERY IMPORTANT so you MUST take your time preparing this statement and providing any supporting documentation.

A good GTE Statement versus a poor one can make the difference between being issued your Student Visa and not being issued it.

You must satisfy the Department that you have a genuine intention to stay in Australia temporarily.

If the Department is not satisfied that your plan is to study in Australia and then return home and if they suspect that your plan is to try and stay in Australia, it is unlikely that you will be issued a student visa. Obviously the purpose of a student visa is “study”.

You MUST READ ALL THE INFORMATION

AT <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500/genuine-temporary-entrant>

Key points here are:

* If your English is not strong, you can write in your own language and provide a certified translated copy

* The statement, where possible, should be supported by evidence. Just making a statement, is sometimes not enough. It is not always possible to support your statement with evidence but wherever possible, do so.

This could include:

Previous study

- academic transcripts showing qualifications achieved (include all transcripts – also maybe you did an English course to get ready for this course or maybe some sort of other aviation course or something related that you were doing in preparation to become a pilot)
- name of the education provider(s)
- length of study
- certificates of attainment

Gap in previous study

- reasons why there is a gap in your studies including where you did not maintain enrolment (if there was a time you were not studying or working, explain why)

Current employment

- your current employer
- company address
- period of employment
- details of your position
- the name and contact details of someone who can confirm the circumstances of your employment

If you are not employed or have not been employed, explain why. Maybe you just finished High School recently and are now getting organised to come and do your Pilot Training.

Ties to home country or country of residence

- evidence of financial, family or social ties. You need to show you have significant incentives to return home
- Explain why you would be returning home. Maybe you have a property, maybe you have a girlfriend or boyfriend and want to get back to them, maybe you have a business to look after, you probably need to be close to your family and there to look after your mum and dad.

Economic situation in home country or country of residence

- documents showing employment or business activities for 12 months before lodging an application
- potential employment offers including salary and other benefits, after course completion
- income tax return or bank statements

If you were not employed or did not have business activities, then of course you cannot provide this.

Do some research on the potential salary and benefits with your local airlines and include this information

Employment in a third country

Potential employment offers, including salary and other benefits, after course completion

Include as much information and evidence as possible in your GTE statement to help give us a full view of your situation. This will help us make a decision on your student visa application. Otherwise, we might need to ask you for more information, delaying our decision on your visa application.

Your statement should be written by you, even if you are using an agent. There is a section of the “on line” application form for you to write the GTE Statement and then at the end of the form there is the opportunity to upload supporting documents

We ask you NOT to copy this directly however as an EXAMPLE of a "Genuine Temporary Entrant statement" please read below:

I completed my high school in ????. and then undertook further studies at ???. (outline all details of your academic history)

Recently I have been working at ??? in the position of ??? (if you have been working, please include some information about your job) Whilst this job has been positive for me in these ways ??? (Outline the good points) it has also focused my attention on my real career goal

It has been my aim since childhood to become an airline pilot and I have been planning for this for many years, including making sure I selected the most appropriate subjects whilst at high school.

I am now ready to commence my studies. With the large growth in the airline industry and my passion to succeed in

this industry, I am confident that my investment in this training will lead to rewarding career both in terms of job satisfication and financially. Here in ??? (insert your country name) there is currently a strong demand for pilots and the forecast is that ??? more pilots are needed over the next ??? years.

I decided to study in Australia with Australian National Airline College as the pilot licence issued by the Australian Civil Aviation Safety Authority is well recognised worldwide as being of a high standard. In ??? (name your country) there are limited pilot training facilities and what flying schools there are, are not as well equipped as those in Australia, so the courses take a lot longer.

I believe ANAC will provide the quality of training I need to succeed and as well as its CASA approval, I have noted that ANAC conducts training for China Southern Airlines and is also approved by the Chinese Civil Aviation Authority, so this gives me confidence that ANAC provides the training that airlines are looking for.

I have compared ANAC with other schools in other cities and decided ANAC is competitively priced and that Melbourne looks like a great multi cultural city in which to live and train.

My aim is to complete the training with ANAC and then to return to my own country, convert my licence to the local licence and to apply for airline jobs with airlines like ??? and aviation companies like ?????? (name the companies that are your potential employers when you return home)

I am close to my family who lives in ??? so when I complete my studies I wish to return home to be close to them and assist supporting the family.

I also have a girlfriend/boyfriend/fiance who will be staying at home, so I will be looking forward to seeing him/her when I complete my studies / getting married etc etc (if applicable add this in – by explaining about your personal and famly situation you are emphasising that you have strong ties to take you home)