



Application for New Zealand Citizenship

Raraunga Aotearoa - Taiohi

Child

(under 16 years)

**USE THIS FORM if you are applying for a grant of New Zealand citizenship for a child who is under 16 years of age.
Both parents must give their consent before New Zealand citizenship can be granted to a child.**

To be eligible for a grant of citizenship, your child must generally meet the requirements below*:

- ▶ your child is entitled to reside indefinitely in New Zealand; AND has been present in New Zealand:
 - for at least 1,350 days with New Zealand residence during the 5 years immediately before you make your child's application; and
 - for at least 240 days with New Zealand residence in each of those 5 years; and
 - fully met any conditions imposed by Immigration New Zealand (INZ) in regard to your child's residence status.
- 'New Zealand residence' means your child has a residence visa or a permanent residence visa issued by INZ or your child is an Australian citizen or permanent resident or your child is a New Zealand citizen by descent. If at least one parent is, or is about to become a New Zealand citizen, your child does not need to meet the 'presence in New Zealand' requirement as long as your child has New Zealand residency.**
- ▶ your child is of good character (not required if under 14 years)
- ▶ your child understands the responsibilities and privileges of New Zealand citizenship (not required if under 14 years)
- ▶ your child is able to understand and speak English (not required if under 14 years)
- ▶ you intend for your child to continue to reside in New Zealand, if granted citizenship

What you need to complete this application

- ▶ Your child's birth certificate or the country's equivalent.
- ▶ Your child's current passport(s) (or their most recent if it has expired).
- ▶ Two (2) identical recent colour photos of your child.
- ▶ Someone to act as a witness who is over 16 years of age and has a valid New Zealand passport. If lodging your child's application in person, you may use a citizenship officer or DIA customer service representative, as your witness.
- ▶ The application fee of \$235.10 per child.

Sometimes we may ask you to send us other original documents. Please make sure the information you provide is true and correct.

If it is later found that you have provided false or misleading information, your child may be denied / lose New Zealand citizenship, or you may face criminal charges, or both. A case officer can help you lodge your child's application. To make an appointment, call us on 0800 22 51 51. For further information, please refer to page 8 of the guide notes or visit www.govt.nz/citizenship.

*Refer to page 3 of the guide notes if your child doesn't meet all the requirements for citizenship.

Quick Quiz

Use this quick quiz to help you find out if your child can become a citizen.

1 Does your child live in New Zealand?

- ☐ yes → go to **2**
☐ no → go to **10**

2 Is your child Western Samoan?

- ☐ yes → go to **11**
☐ no → go to **3**

3 Has your child lived in New Zealand with residence status for five years or more?

- ☐ yes → go to **4**
☐ no → go to **10**

4 During the last five years has your child gone on any trips out of New Zealand that lasted more than four months?

- ☐ yes → go to **10**
☐ no → go to **5**

5 Do you want your child to continue to live in New Zealand?

- ☐ yes → go to **6**
☐ no → go to **10**

6 Has your child been convicted of ANY offence in the last three years?

- ☐ yes → go to **10**
☐ no → go to **7**

7 Is your child able to speak and understand English in everyday situations?

- ☐ yes → go to **8**
☐ no → go to **10**

8 Has your child read and understood the responsibilities and privileges of being a New Zealander?

- ☐ yes → go to **9**
☐ no → go to **10**

9 Your child probably meets the requirements for New Zealand citizenship by grant.

Please see the rest of the guide notes for more information, visit one of our public counters or call 0800 22 51 51 for more information before applying.

10 Your child might not meet one of the requirements for New Zealand citizenship by grant.

Note: If at least one of the parents is, or is about to become a New Zealand citizen, your child does not need to meet the 'presence in New Zealand' requirement as long as your child has New Zealand residency.

If your child is under 14, they do not need to meet the good character requirement, know the responsibilities and privileges of New Zealand citizenship, and they do not need to know English. Otherwise, you can apply for your child when they do meet the requirements. For more information, see the requirements on the front page, or refer to page 3 of the guide notes.

11 You will need to fill out a Samoan form.

Please see the Application guide for Samoan adults and children for more information.

If you want to find out more about your eligibility for the grant of citizenship, you can complete the self-assessment online at www.govt.nz/citizenship

Disclaimer: The questions in this quick quiz are based on the legal requirements for a citizenship by grant application. The result from the quiz is only a general indicator to give you some idea of your child's ability to be eligible for a grant of New Zealand citizenship. The quiz questions do not form part of the formal assessment process.

A formal assessment of your child's ability to meet each relevant requirement will be carried out by the Department of Internal Affairs, should you choose to apply for citizenship for your child. The result from the quick quiz should not be read as legal advice. For more detailed information, please read the rest of the guide notes. For information about our fees / refunds see page 8 of the guide notes.

How to fill in the application form

If you are applying for a child (under 16 years), please fill in this form and use the guide notes to help you.

How should I answer these questions?

Tell the truth

The Minister of Internal Affairs will consider the information you give in the application form. It is very important that you answer all questions truthfully. If you do not, your child may be denied / lose their New Zealand citizenship, or you may face criminal charges, or both.

Answer all questions

You must answer every question and provide as much information as you can. If you need more space to answer a question, please use another piece of paper. If you don't answer a question, your child's application may take longer to process because we will need to contact you and we may have to send the form back to you so that you can complete it.

What if I don't know the answer?

If you do not know the answer to a question, use these guide notes to help you. If you can't find the answer in the guide notes, please call us on 0800 22 51 51 and we will try to help you find the information you need.

What if I need to tell you something that you have not asked me about?

If there is anything you think we should know about your child, it is important that you tell us. You can tell us this information in Q.28, or you can use another piece of paper and attach it to your child's application. I

What if I don't have any of the documents you are asking for?

You must give us all the original documents asked for in the application form. If you don't give us any documents, the processing of your child's application will not start until you do.

If you don't have some of the original documents you need, you will have to get them from the country you came from, before you apply for New Zealand citizenship for your child. You can contact your local embassy or ask a relative in that country for help. It will not be a good enough reason for you to send photocopies of documents or no documents because of the cost, inconvenience or time it takes for you to get originals.

If your child has been granted refugee status by Immigration New Zealand and does not have all the documents you need, please call us on 0800 22 51 51.

What if my child doesn't meet the requirements for citizenship, appropriate to their age?

Exceptional circumstances and public interest

Your child might be able to get citizenship, even if they don't meet some of the requirements, if they have exceptional circumstances of a humanitarian or other nature that mean it would be in the public interest for your child to be granted citizenship. You will need to show that there will be an advantage or benefit for New Zealand from your child becoming a citizen because of their exceptional circumstances. Your child may be considered to have exceptional circumstances if their situation is well outside the normal run of circumstances found in citizenship grant cases generally.

Waivers of other requirements

The Minister of Internal Affairs can sometimes reduce or waive a requirement if your child does not meet it.

Presence in New Zealand

If your child does not meet the presence requirement, they may still be able to get citizenship if they have been here for at least 450 days in the last 20 months. You will have to prove they have exceptional circumstances that justify a reduction in the presence requirement. They may be considered to have exceptional circumstances if their situation is well outside the normal run of circumstances found in citizenship grant cases generally.

English

Your child may still be able to get citizenship if you can prove they would find learning English too hard because of a variety of reasons, including not having enough education, having a disability or being too sick.

If you want more information about these options please see our website: www.govt.nz/citizenship, email us at citizenship@dia.govt.nz or call us on 0800 22 51 51.

Child Form

These question numbers are the same as the ones on your child's application form.
Each one gives you more information about what to do at each question.

1 Name

In the boxes provided choose a title and print your child's current name.

2 Gender

Tick if your child is male or female.

3 What is your child's date of birth?

Print the day, month and year your child was born.

4 Where was your child born?

Print your child's place of birth as it is recorded in their birth document. You can use villages, towns and cities.

5 Citizenship your child has now

Print the country or countries your child has citizenship of now. If your child is registered as a New Zealand citizen by descent, you will need to send us their original citizenship certificate.

6 Other citizenships

If your child has been a citizen of any country other than the ones you listed in Q.5, please print them in the table e.g. China, Ghana. Please note that New Zealand allows dual citizenship.

7 Applying for the first time?

If you have, or the other parent has, applied for citizenship before on behalf of your child, tick 'yes'. If your child has not applied for citizenship before, tick 'no'.

8 Passports

Print the document numbers of all the passports/travel documents that your child has held in the last five years and the name of the country they are from. Include expired passports/travel documents on which your child has been endorsed on.

9 Other names

We need to know all the names your child has ever used during their life, so we can verify their identity.

If your child has ever used any other names tick 'yes' and print them in the box.

If your child has officially changed their name, at any time, you will need to provide us with proof of this name change. If the other names your child uses are not on any official documents you must list them on the form, but you don't need to provide proof of them.

10 Mother

Print the child's mother's first and middle names, surname and citizenship(s) in the boxes. 'Mother' means the child's birth or legal adoptive mother. Don't include step-parents or guardians.

11 Father

Print the child's father's first and middle names, surname and citizenship(s) in the boxes. 'Father' means the child's birth or legal adoptive father. Don't include step-parents or guardians.

12 Where does your child live?

Print the address at which your child is currently living.

13 Postal address

This is where we will send your child's documents, papers and letters, if you don't want them sent to your home address.

14 Travel plans

If your child intends to travel outside New Zealand in the next 12 months, provide their travel plans.

15 Is your child aged 14 years or older?

If your child is 14 or 15 years old, tick 'yes' and go to Q.16. The requirements are different for children once they turn 14 years old. Please answer Q.16-24 if your child is 14 or 15 years old.

If your child is aged under 14, tick 'no' and go to Q.26.

16 Is English your child's first language?

If your child grew up in an English-speaking country, tick 'yes' and go to Q.18.

If your child did not grow up in an English-speaking country, tick 'no' and go to Q.17.

17 Conversational English

If your child can speak English in everyday situations, such as talking to their teacher and their friends, tick 'yes'.

You will need to prove that your child can speak English in everyday situations.

If your child is with you when you lodge their application in person, you do not need to provide documented proof that your child can speak English.

If your child can't speak English in everyday situations, tick 'no'. If your child is unable to speak English in everyday situations, your child's application may not be approved, unless they would suffer undue hardship for reasons such as their level of education or if they have a learning disability.

18-24 If your child is aged 14 years or older you must answer all of these questions on their behalf so we can confirm they are of good character.

Being of good character is a requirement of citizenship. To determine whether your child is of good character we will do background checks with the New Zealand Police and other agencies in New Zealand and overseas. You could also be asked to provide us with an overseas police clearance for your child.

If your child has had 100 or more demerit points in the last 2 years and/or if they have had a significant history of infringements and fines, this may affect the outcome of their application.

A 'yes' answer to any of these questions does not automatically disqualify your child from getting New Zealand citizenship. However, if you provide false or misleading information, or withhold relevant information your child could be denied/lose their New Zealand citizenship or you could face criminal charges, or both. You don't need to tell us about any previous convictions received in New Zealand that may be now concealed under the Criminal Records (Clean Slate) Act 2004.

Clean Slate Act

You may be eligible to conceal your child's record if they have:

1. Had no convictions within the past seven years; and
2. Never been in prison (or other custodial sentence); and

3. Never been detained in a mental institution instead of being sentenced; and
4. Not been convicted of certain specified offences (e.g. relating to sexual offences); and
5. Paid all fines, costs, compensation and reparation imposed by the court; and
6. Never been disqualified indefinitely from holding or obtaining a driver licence.

If your child is eligible under the clean slate scheme, you can answer 'no' to any question about their criminal record. If you are uncertain whether you are able to conceal your child's record, please contact the Ministry of Justice online at www.justice.govt.nz/services or call them on (+64 4) 918 88 00 for an information pamphlet.

18 Previous convictions

Tick 'yes' if your child has been convicted or found guilty of an offence against the law in New Zealand or any other country. Include convictions even if your child has paid fines, or served sentences for them. You must include traffic convictions when answering this question.

If you tick 'yes' you will need to send us a letter of explanation and attach it to the application. We need to know what happened, what sentence your child received, what country it happened in, and the date your child was convicted.

19 Pending charges

Tick 'yes' if your child has committed any offence against the law of New Zealand or another country for which they have yet to be sentenced for in court. Include a letter of explanation with as much detail as possible and attach it to your child's application.

20 Legal action against your child by a government agency

Read the list of agencies carefully, and tick 'yes' if your child has ever been investigated, reviewed or had legal action taken against them by those organisations in New Zealand or any other country.

21 Information provided to Immigration New Zealand

Tick 'yes' if you have ever provided false or misleading information to Immigration New Zealand about your child. This includes not providing or telling INZ information that may have resulted in your child's visa application being declined. If you have ticked 'yes' you will need to include a letter of explanation and attach it to their application.

22 Terrorism

Tick 'yes' if your child has ever been involved in an activity that may have contributed to terrorism. It is important to mention anything you know that others may regard as terrorism.

If you tick 'yes' you will need to include a letter of explanation and attach it to the application. You will need to tell us about your child's involvement, what the act of terrorism was, when it happened, and what organisation or group was responsible for carrying out the activity.

23 Making or using weapons

Tick 'yes' if your child has ever had any involvement in making or using biological, chemical, nuclear or radiological weapons. If you tick 'yes' you will need to write us a letter of explanation and attach it to the application. You will need to tell us about your child's involvement in making or using the weapons, the reasons for your child's involvement, what kind of weapons they were, when it happened, and what country this happened in.

24 War crime or a crime against humanity

Tick 'yes' if your child has ever committed a war crime or a crime against humanity.

If you tick 'yes' you will need to include a letter of explanation. We need to know what happened, who was involved, where it happened and what the outcome was.

25 Ceremonies – the Oath or Affirmation

The ceremony is an important part of becoming a citizen. During the ceremony new citizens are formally welcomed – usually by the mayor of your local area, or another official person.

Children under 14 are welcome to attend a ceremony, but this is not a requirement – their certificates can be sent to you in the mail.

Children 14 or over must attend a public ceremony to get citizenship. During the ceremony they will stand and read aloud a statement. The statement says that your child will be loyal to New Zealand.

Your child has a choice of two statements – either an oath or an affirmation.

Oath and Affirmation Statements

Oath of allegiance

"I (say your name) swear that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second, Queen of New Zealand, her heirs and successors according to law, and that I will faithfully observe the laws of New Zealand and fulfil my duties as a New Zealand citizen. So help me God."

The oath of allegiance is religious, and includes the words 'so help me God'.

Affirmation of allegiance

"I (say your name) affirm that I will be faithful and bear true allegiance to Her Majesty Queen Elizabeth the Second, Queen of New Zealand, her heirs and successors according to law, and that I will faithfully observe the laws of New Zealand and fulfil my duties as a New Zealand citizen."

The affirmation of allegiance is non-religious and does NOT include the words 'so help me God'.

Tick the declaration you want your child to make.

26 Ceremonies – family

Tick 'yes' if your child is applying at the same time as the rest of your family and you want them to attend the same ceremony.

27 Special assistance

Tick 'yes' if your child requires special assistance to attend an interview or public ceremony. This could include needing access for a wheelchair, or help if your child is hearing impaired. Please print what assistance they will require in the table provided.

Tick 'no' if your child does not require special assistance.

28 Disclosure

You should include anything you think might impact on your child's ability to meet the requirements to become a citizen, such as your child's ability to meet the 'good character' requirement (if they are 14 years or over) any matters that are unclear about your child's identity, or anything else we should know.

Complete this section if there is anything else we should know that might affect your child's application.

29 Parents' Consent and Declaration

Consent

Both parents must give consent for their child to get New Zealand citizenship as some countries don't allow dual citizenship. This may affect the child's current citizenship and future entitlements.

If only one parent is giving consent, this parent must have sole legal guardianship – this means that only one parent has a legal right of control over the child's upbringing. The Citizenship Office will require a court order that specifically refers to sole legal guardianship. A custody order on its own does not give sole legal guardianship over a child. If you are unsure, please call us on 0800 22 51 51 and someone will help you.

Declaration

The parent who completed the form needs to sign their name under the Parent Declaration as Parent 1. This section also allows the parent signing the declaration to give consent for their child to get New Zealand citizenship.

If your child is 14 years and over, or turns 14 at the time their application reaches the Minister of Internal Affairs for a decision, your child is required to be aware of the responsibilities and privileges of New Zealand citizenship.

When you sign the Parent Declaration, you are stating that your child is aware of the responsibilities and privileges of becoming a New Zealander.

Your Child's Privacy

The information we ask for in the application form is needed to see if your child meets the requirements for citizenship, to process your child's application, and for other lawful purposes to do with becoming a New Zealander. You don't have to give us any information that you don't want to. However, if we don't have enough information to determine whether your child can become a New Zealand citizen, their application may not be approved. The information you give us in the form is collected and held by the Department of Internal Affairs, PO Box 10680, Wellington, New Zealand.

You have a right to access your information and you can ask for it to be corrected if necessary under the Information Privacy Principles of the Privacy Act 1993. If a correction is not made, your request and our response will be put in your file. Information held by the Citizenship Office can be used in authorised matching programmes. You can find the current list of agencies that can receive information from the Citizenship Office on our website at www.dia.govt.nz.

The Treaty of Waitangi Te Tiriti o Waitangi

The Treaty of Waitangi, is the founding document of New Zealand Aotearoa, it is also the first to deal with citizenship. More information on the Treaty of Waitangi can be found here: nzhistory.govt.nz/politics/treaty-of-waitangi

30 Witness section

Please get your child's witness to read this section of the guide notes before they fill in section 30. Your child's witness must fill in this section in their own handwriting and write your child's name on the back of one photo and sign and date the back of the photo.

Who can be your child's witness?

You have the option of having either a valid New Zealand passport holder or an Internal Affairs representative (i.e. a citizenship officer or customer service officer) as your child's witness.

The New Zealand passport holder must :

- have a valid New Zealand passport
- have known your child for 1 year or more, or since birth if your child is under a year old
- be 16 years of age or older
- not be related to you or part of your child's extended family group
- not live at the same address as your child.

This witness needs to provide their passport number, name, date of birth and contact details, including a day-time phone number.

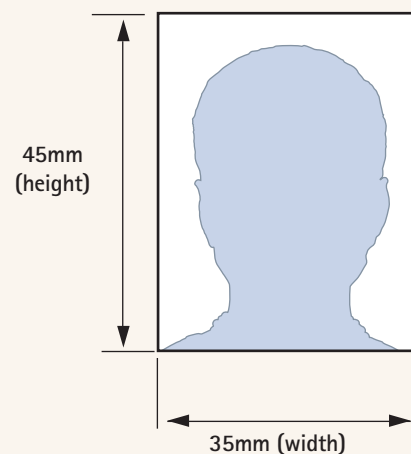
Your child's witness writes on the back of one photo

Your child's witness must write your child's full name, their own signature and the date on the back of one photo. A business that takes passport photos will usually supply one photo with a pre-printed label on the back.

Witness declaration

Your child's witness must sign the declaration and date it to show they understand their obligations under the law.

Photo size



Head size
(including hair)

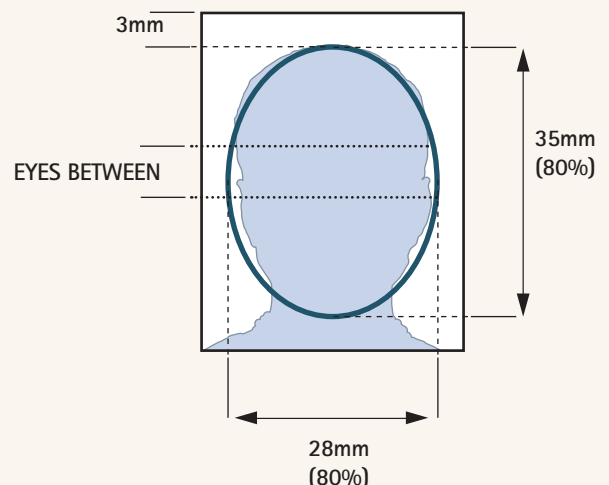


Photo Information

You need to give us two identical colour photos that are less than six months old, and meet the listed requirements.

We strongly recommend that you obtain your child's photos from a business that provides a passport photo service, as the business will help ensure that your child's photos meet our requirements. Photos that do not meet our requirements will NOT be accepted.

To help you to avoid some of the most common problems with photo quality, we have summarised the main requirements. If you need more detailed information about photos, go online to www.govt.nz/citizenship or call us on 0800 22 51 51.

Photo image requirements

- 2 identical colour photos, less than 6 months old.
- Be a full front, close up view of the head and shoulders with the head covering 70% to 80% of the photograph.
- Be taken with a neutral expression (not smiling or frowning) with mouth closed.
- Show your child looking straight at the camera, and their head not tilted.
- Show your child's eyes open and clearly visible, and no hair in their eyes.
- Without sunglasses. Tinted prescription glasses may be worn as long as eyes are still visible.
- A true image and not altered in any way.
- Clear, sharp and in focus with minimum reflective light on face.
- No redeye.
- With a plain light coloured background (not white).
- Be of good quality colour and on high quality photographic paper, with no ink marks on the image (no inkjet printers).
- Passport-sized (45mm x 35mm).
- Glasses frames must not obscure the eyes.
- Do not trim the photos.

31 Checklist

The checklist will help you remember all of the original documents you need to give us with your child's application.

If you don't supply all the original documents that you need to, your child's application will be delayed.

Don't provide photocopies.

All of your child's original documents will be returned to you by courier or at an interview.

If any documents are not in English, you must either:

- pay us a translation fee of \$75 per document if you wish the Department of Internal Affairs to translate the key information in your child's documents, or
- include an authorised translation (with the original document).

You can have your child's documents translated by one of the following:

- the Department of Internal Affairs; or
- an authorised translation agency (for a list of authorised agencies please see our website or contact us); or
- the issuing Government agency; or
- a court in the country of origin, provided they have been authenticated by that country's diplomatic post in New Zealand.

Don't provide translations done by family members or friends.

Information sheets in other languages and for specific countries

You can get information about the specific/particular documents you need to provide and the contact details of the organisations that can help you to get your documents, in these languages:

- Arabic
- Cambodian – Khmer
- Chinese (simplified and traditional)
- Korean
- Samoan
- Thai
- Vietnamese.

We also have information in English on documents required for:

- India
- English-speaking countries (including South Africa and Zimbabwe)
- Other African countries.

To get this information please go online to www.govt.nz/citizenship or call us on 0800 22 51 51.

32 A representative

If you want someone else to talk to us on your child's behalf, you will need to send us a signed letter giving your consent (this means they will talk to us about your child's application and we will send any letters or documents to them). You must tell us their name, postal address, phone number, email address and cell phone number (if they have any of these).

Representatives can be any person you choose eg. a family member, a friend, an immigration agent.

We will only contact your representative and all your documents will be sent to them.

33 Contact with the Citizenship Office

If you change your address or travel overseas while we are processing your child's application, you must tell us. If the Citizenship Office is unable to contact you because you have moved or are overseas, or you do not respond, your child's application will be presented to the Minister of Internal Affairs for a decision based on the information available.

34 Lodging your child's application and documents

By appointment

You can make an appointment to come to one of our offices. At the office you will meet a citizenship case officer who will:

- Help you complete the form including acting as a witness for your child. Please ensure your child is with you at the appointment if you need the citizenship officer to act as a witness.
- Assess your child's eligibility before you pay the fee.
- Photocopy and give back your child's documents.

We offer appointments in many towns and cities.

For a list you can see our website: www.govt.nz/citizenship or call us on 0800 22 51 51.

By post

If you want to post us your child's application, we advise you to use a 'track and trace' courier bag from New Zealand Post (within New Zealand) or registered mail (from overseas) to keep track of the original documents. We will send your child's documents back to you by courier.

Post your application to:
Department of Internal Affairs
PO Box 10680
Wellington 6143

Office locations

Wellington

For Wellington office locations, please visit www.govt.nz/citizenship or call us on 0800 22 51 51

Auckland

Level 6
99 Albert Street
Auckland 1010
Opening hours:
Monday to Friday 8:30am – 5:00pm except
Wednesday 9:00am – 5:00pm

Manukau

Level 1
20-24 Lambie Drive
Manukau City 2104
Opening hours:
Monday to Friday 8:30am – 5:00pm except
Wednesday 9:00am – 5:00pm

Christchurch

Level 1, BNZ Centre
120 Hereford Street
Christchurch
Opening hours:
Monday to Friday 8:30am – 5:00pm except
Wednesday 9:00am – 5:00pm

35 Fees and payment

If you are paying for your child on their form, tick 'yes' and use the table to work out how much money you will need to pay.

Then tick which payment method you want to use. If you are paying by credit card fill in your details in the boxes provided.

If another applicant is paying for your child, tick 'no' and add your child's application fee of \$235.10 to the other applicant's form.

Withdrawals and refunds

If your child doesn't meet the requirements for citizenship, you can withdraw the application and get a partial refund of the child application fee. Generally, we will recommend that you withdraw and re-apply when they clearly meet all of the requirements (you will be advised of all your child's options by letter).

Part of the fee is kept to cover the costs of the initial processing of your application. The table below tells you how much money you will be refunded.

Applicant type	Applicant fee	Refundable Amount
Adult	\$470.20	\$316.90
Child	\$235.10	\$158.40

Page 1 of 12

7 Is this the first time your child has applied for New Zealand citizenship?

☐

Yes

☐

No my child has applied before

8 In the last five years, what passports / travel documents has your child had?

Print the details in the table below.

Include all expired passports / travel documents for all countries or where the child has been endorsed on a parent's passport.

Remember, if you have the original passports, you need to include them AND both parents' passports with this application.

Passport / travel document number	Which country is this passport / travel document from?

9 People use different names for all sorts of reasons.

Has your child used any other names during their life?



Include all other names your child is known as, or has been known as. For example:

- official changes of name
- English names
- names used at school or work
- adoptive names
- family names
- any other names they have used

☐

Yes

Print your child's other names here

☐

No



go to 10

First name(s)	Surname or family name	Why did your child use this name?	When did your child use this name? (e.g. 2005-2009)

10 Now some questions about the child's parents.

When we say mother or father we mean birth or legal adoptive mother, father or parents.

DON'T include step-parents or parents who do not have legal guardianship.

BOTH parents / legal guardians need to include their passports with this application.

Mother's details.

Mother's first and middle names (please complete this information, even if the child's mother has died.)

Mother's surname or family name

Mother's citizenship(s)

14 If your child is granted citizenship, do they intend to travel outside New Zealand in the next 12 months?

Include trips that are planned, explain why they are going, for example: holiday, work, study, to live.

☐ Yes Print the travel plans here



☐ No → go to **15**

On what date are they leaving New Zealand?	Why are they going?	How long are they going for?

15 Is your child aged 14 years or older?



☐ Yes → go to **16**

☐ No → go to **26**

16 Is English your child's first language?

☐ Yes → go to **18**

☐ No → go to **17**

17 Can your child have a conversation about a lot of everyday things in English?

☐ Yes



☐ No

→ check Q.17 of the guide notes and go to **18**

You need to prove your child can speak English in everyday situations.
You should send one of the following original documents with the application form showing proof of English study if lodged by post:

- school report
- exam result

If you can't provide enough proof your child may need to attend an English language interview.

18 Remember, if your child is aged 14 years or older all these questions need to be answered.



Has your child ever been convicted or found guilty of any offence against the law of New Zealand or any other country?

Include convictions even if your child has paid the fines or served sentences for them.

You do not need to include any information that is covered by the Criminal Records (Clean Slate) Act 2004. See Q.18 of the guide notes.

☐ Yes You need to include a letter with the details of what happened → go to **19**

☐ No → go to **19**

The letter needs to include the date, place and what happened. Please see Q.18 of the guide notes for more information about what must be in these letters.

19 Has your child ever committed any offence against the law of New Zealand or any other country for which they have not yet been convicted?

☐ Yes You need to include a letter with the details of what happened → go to **20**

☐ No → go to **20**

20 Tick yes or no for each of the following.

Is your child being, or has your child been, investigated or reviewed or has any other legal action been taken against them by any of these agencies in New Zealand or any other country?

Yes No

☐☐

Police

☐☐

Customs

☐☐

Immigration New Zealand

☐☐

NZ Transport Agency

☐☐

Department of Internal Affairs

☐☐

Passport Issuing Authority

☐☐

Work and Income, Ministry of Social Development (WINZ)

☐☐

Inland Revenue (IRD)

☐☐

Ministry of Justice

☐☐

Other government or enforcement agencies

☐☐

Accident Compensation Corporation (ACC)

It is an offence against the Citizenship Act 1977 to give information that is false or misleading. If it is later found that you have provided false or misleading information, the child may be denied / lose New Zealand citizenship, or you could face criminal charges, or both.



If you answered yes to any of the above, you need to include a letter with details of what happened

21 Have you ever given any false information to Immigration New Zealand about your child?

☐

Yes

You need to include a letter with a detailed explanation



go to

22

☐

No

→ go to

22

22 Has your child ever been involved in any activity that may have contributed to terrorism?



If you do not regard something as an act of terrorism but you know that others may, you should mention it.

☐

Yes

You need to include a letter with a detailed explanation



go to

23

☐

No

→ go to

23

23 Has your child ever been involved in the making or use of weapons such as biological, chemical, nuclear or radiological weapons?

☐

Yes

You need to include a letter with a detailed explanation



go to

24

☐

No

→ go to

24

See Q.23 of the guide notes for more information.

24 Has your child ever committed a war crime or a crime against humanity?

☐

Yes

You need to include a letter with a detailed explanation



go to

25

☐

No

→ go to

25

25 The next few questions ask about the citizenship ceremony.

If your child is aged 14 years or older they must attend a ceremony. During the ceremony they will read aloud a statement that says they will be loyal to New Zealand.

Your child will need to choose which statement they will say.

- ☐ A religious statement WITH the words 'so help me God' - called an 'Oath'
- ☐ A statement NOT using the words 'so help me God' - called an 'Affirmation'

26 If any of the child's family members are also applying for New Zealand citizenship, would you like your child to go to a ceremony with family?

- ☐ Yes
- ☐ No


If you are filling out this form for a child aged under 14 years old see Q.25 of the guide notes.

27 Does your child require any special assistance so that they can attend an interview or public ceremony?

This could include needing access for a wheelchair, or help if your child is hearing impaired etc.

- ☐ Yes Please print the details here ↓ ☐ No

28 Is there anything else we should know that might affect your child's application?

 Some examples are:
If you're planning on moving your child to another country, if your child has ever used a different date of birth, if your child has ever been deported from New Zealand or any other country, if your child has an outstanding warrant for their arrest in another country, or anything else we should know.

- ☐ Yes Print the details here ↓ ☐ No → go to **29**

29



Warning: It is an offence against the Citizenship Act 1977 to knowingly or recklessly give false information or conceal any facts for the purpose of gaining New Zealand citizenship for oneself or on behalf of someone. If you do so, your child may be denied / lose their New Zealand citizenship, or you could face criminal charges, or both.

- I understand this application and warning.
- The documents provided for this application are genuine and unaltered.
- I confirm, that if applicable, my child understands the responsibilities and privileges of New Zealand citizenship

Responsibilities: things that my child must do

1. Obey and promote the laws of New Zealand.
2. Not to act in a way that is against the interests of New Zealand.
3. Register to vote.
4. Pay tax.
5. Behave as a responsible New Zealander.

Privileges: things that citizenship lets my child do

1. Have the right to live in New Zealand indefinitely.
2. Travel overseas and return to New Zealand on a New Zealand passport.
3. Stand for Parliament or local government.
4. Have full access to education.
5. Have full access to economic rights.
6. Represent New Zealand in many international sports.

- I confirm that I have read and understood the application guide notes, including the section relating to the Privacy Statement.
- Unless I have stated otherwise in this application, my child intends, if granted New Zealand citizenship, to continue to reside in New Zealand.
- If there is any change in my / my child's circumstances which affects the answers given in this application, I will send written advice to the Department of Internal Affairs up until the point my child has received their citizenship certificate.
- I understand that if I do not provide sufficient information to enable a claim to New Zealand citizenship, my child's application may not be approved.
- I authorise the release by any government agency of personal information about me and / or my child which may assist the Minister of Internal Affairs to decide whether my child qualifies for the grant of citizenship. I recognise that this information may be provided by agencies including, but not limited to: New Zealand Police, Inland Revenue, New Zealand Customs Service, Immigration New Zealand, Ministry of Social Development, Passport Office, Births, Deaths and Marriages Registry, Ministry of Justice.
- I authorise the Department to release my child's name and address to his / her local Member of Parliament and local councillors so that they can formally welcome my child to New Zealand following his / her grant of citizenship.

If only one parent / legal guardian is consenting, this parent should have sole legal guardianship. We will require proof of this. See Q.29 of the guide notes for more information.

Both
parents or guardians
must include their passports
with their child's
application.

Consent statement

This consent section has been filled out by me as a parent / legal guardian.

I consent to my child becoming a New Zealand citizen. I am aware that a grant of New Zealand citizenship may affect my child's present citizenship. I authorise the Department of Internal Affairs to make enquiries about my child's character, and the New Zealand Police to give the Department of Internal Affairs any information about convictions or infringements relating to my child.

Parent / guardian number 1 - signing declaration and consent.

I declare that the information I have given in this application is, to the best of my knowledge, true, complete and correct.

Full name

Relationship to child

Signature
of parent 1



Date signed

DD / MM / YYYY

Parent / guardian number 2 – signing consent.

Full name

Relationship to child

Signature
of parent 2



Date signed

DD / MM / YYYY

Witness section



Before completing this section the witness must read section 30 of the guide notes. **The witness must fill in this section and complete the details on the back of one photo.**

Tick one of the boxes below to make sure you can be a witness

☐

Citizenship Case Officer / DIA Customer Services Officer

☐

I hold a valid New Zealand Passport AND the applicant is not related to me AND we do not live at the same address

Write your New Zealand Passport number ►

Write how many years you have known the child ► years, or months (if child is less than 1 year old)

Write your name

Surname or family name

First and middle names

Write your date of birth ►

Write your address and contact details

Unit and/or house number Street name

Suburb

City or town

Post code

State

Country

Home phone

Day-time phone

Do not:
staple, glue or paperclip
photos to the application
as this may cause damage.
Ensure your photo has
been correctly witnessed
to avoid delays in
processing.

Witness to:

- write full name of the child
- sign back of photo
- write today's date

New Zealand passport holder declaration

I declare that

- I am 16 years of age or over.
- I have known the child for more than 1 year or since birth if under 1 year old.
- The information I have given is complete and correct to the best of my knowledge.
- The person in this photo is the person applying for citizenship.
- I have written the full name of the child, signed my name and written the date on the back of one photograph.
- I understand that if I have provided false information, I can, by law, be fined or imprisoned.

Signature
of witness



WITNESS SIGN HERE

Date signed

31 Checklist

Before you bring or send us your child's application, please make sure you have everything you need.



If you don't provide all the original documents that you need to, your child's application will be delayed.

All original documents will be returned to you.

DON'T bring or send photocopies.

Every child needs to bring or send these with their application:

- ☐ child's full birth certificate (includes details of both parents), or equivalent
- ☐ current passport(s), travel documents or equivalent (or most recent if it has expired)
- ☐ both parents' passports
- ☐ two passport photos (less than six months old), certified by a valid witness
- ☐ the application fee (\$235.10 per child); please see the back page of this form

4

8

8

30

35

Question numbers

If you answered 'yes' to this question, you will also need to include your child's name change documents:

- ☐ all your child's name change documents or proof of other name use

9

If your child is aged 14 years or older, check the answers to these questions, you may also need to bring or send these documents:

- ☐ if English is not your child's first language, proof of their ability to speak English (if lodged by post)
- ☐ offences, legal action, a letter of explanation for each
- ☐ any of these questions, a letter of explanation for each
- ☐ anything else we should know that might affect your child's application

17

18 to

20

21 to

24

28

Question numbers

You may also need to bring or send:

- ☐ authorised translations, if your documents are not in English
- ☐ a translation fee if you wish the Department of Internal Affairs to translate your documents

See
Q.31 of the
guide notes for
more information
about authorised
translations.

If you are unable to give us these documents you will need to explain why in the space below.

Or you could include a letter with your application.

32 If you want someone else to talk to us on your child's behalf you will need to include a signed letter that provides the following information:

1. The person's name or company name
2. Their postal address
3. Their contact phone number, email address and fax number or cell phone number (if they have any of these).

For more information see Q.32 of the guide notes.

33 How to contact us



Freephone 0800 22 51 51 (New Zealand only)
or +64 4 463 9361



Department of Internal Affairs
PO Box 10680
Wellington, 6143



email: citizenship@dia.govt.nz
website: www.govt.nz/citizenship

34 Lodging your application and documents.

By appointment

You can make an appointment to come to one of our offices. At the office you will meet a citizenship case officer who will:

- Help you complete the form including acting as a witnessing and certifying your photographs
- Assess your eligibility before you pay the fee
- Photocopy and give back your documents

We offer appointments in Whangarei, Auckland, Manukau, Hamilton, Rotorua, Tauranga, Palmerston North, Napier, New Plymouth, Wellington, Nelson, Christchurch, Queenstown and Dunedin. Please call us freephone on 0800 22 51 51 to make an appointment.

By post

If you want to post us your child's application, we advise you to use a 'track and trace' courier bag from New Zealand Post (within New Zealand) or registered mail (from overseas) to keep track of your original documents. We will return your documents to you by courier.

Post your application and documents to:

Department of Internal Affairs
PO Box 10680
Wellington 6143

Now please turn to the back page to fill out your payment details.

35

Are you making the payment for your child's application on this form?

Yes. Print the details in the table.

☐ No. My child's payment is being made by another applicant.

We cannot start processing your application until you have paid your application fee.

Use the table below to help you work out how much money you will need to pay with this application.

Remember, all your documents must be translated into English by an authorised translation service. For more information, see Q.31 of the guide notes.

	1	2	3	4	Total
Number of adults	\$470.20	\$940.40	\$1410.60	\$1880.80	\$.
Number of children	\$235.10	\$470.20	\$705.30	\$940.40	\$.
Number of translations	\$75.00	\$150.00	\$225.00	\$300.00	\$.
This is the amount you need to pay - total amount					\$.

How would you like to pay?

Cheque or bank draft made payable to 'Department of Internal Affairs'

Credit card Money order

Card number

[illegible]

Card expiry date

M	M	/	Y	Y
---	---	---	---	---

Full name of cardholder

[illegible]

If you choose to withdraw your application, you may be eligible for a partial refund. See pg 8 of the guide notes.

Cardholder's signature



CARDHOLDER SIGN HERE

I authorise the Department of Internal Affairs to charge the total amount above to my credit or debit card.

Supporting Documents									
	IN	PC		IN	PC		IN	PC	
BC	<input type="checkbox"/>	<input type="checkbox"/>	CT	<input type="checkbox"/>	<input type="checkbox"/>	Photos x2	<input type="checkbox"/>	<input type="checkbox"/>	
PPT	<input type="checkbox"/>	<input type="checkbox"/>	TRANS	<input type="checkbox"/>	<input type="checkbox"/>	FEE	<input type="checkbox"/>	<input type="checkbox"/>	
MC	<input type="checkbox"/>	<input type="checkbox"/>	FOREIGN	<input type="checkbox"/>	<input type="checkbox"/>				
DC	<input type="checkbox"/>	<input type="checkbox"/>	ENG	<input type="checkbox"/>	<input type="checkbox"/>				
NC	<input type="checkbox"/>	<input type="checkbox"/>	LET	<input type="checkbox"/>	<input type="checkbox"/>	NODOC	<input type="checkbox"/>		
COI	<input type="checkbox"/>	<input type="checkbox"/>	OTHER	<input type="checkbox"/>	<input type="checkbox"/>	FAM	<input type="checkbox"/>		

Date received:	Completed by:
Cash witnessed by:	Approved by:

NOTES
