

# Checklist for General Skilled Migration visa

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Please provide **coloured scanned** copies of the following documents.

1. Current passports (front and back)
2. Passport-sized photograph
3. If your name has changed or the name of anyone included in your application has changed:
  - a. evidence of the name change.
4. Birth certificate or matriculation certificate, which has your date of birth and name of both of your parents.
5. If you are married or in a de facto relationship, provide scanned colour copy of marriage certificate or relationship registration for you and your partner.
6. For each dependent child included in the application, a completed **Form 47A**.
7. Overseas police checks<sup>1</sup>
8. Australian National Police Check<sup>2</sup>
9. Evidence of functional English for your dependents<sup>3</sup>
10. English language ability
11. **Skilled employment:** The last 10 years before you were invited to apply:
  - a. Your resume
  - b. Employment contracts,
  - c. Pay slips,
  - d. Tax returns,
  - e. Group certificates
  - f. Superannuation statements

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<sup>1</sup> For you and your dependents who are over 16 years, even if they are not migrating. It must be from every country where you have spent a total of 12 months in last 10 years since turning 16.

<sup>2</sup> For anyone who has spent a total of 12 months or more in Australia since turning 16 years of age.

<sup>3</sup> Who is over 18. If the applicant does not have evidence of having Functional English, you will need to provide a statement indicating your intention to pay the second instalment of the visa application charge.

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- g. Employment reference Letters\*\*
12. For self-employed, please provide
- a. Your business details such as visiting cards, advertising materials, photos
  - b. Business bank statement
  - c. Profit and loss statement
  - d. BAS statement
  - e. Tax returns
13. Skill assessment
14. Educational documents, for all education completed since Year 12:
- a. Degree certificate
  - b. Transcript
  - c. Completion letters
15. If taking points for Partner skills:
- a. Your partner's personal documents that prove they are under 50 years of age.
  - b. Competent English proof at time of invitation
  - c. A suitable skills assessment from the relevant assessing authority for your partner's nominated occupation (this occupation must be in MLTSSL list)
16. **Professional year in Australia:** documents that prove you completed a specified professional year of 12 months in Australia in the four years before you were invited to apply.

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**\*\*Employment reference letter** must fulfil the following requirements:

- i. You must be on a company letterhead (including name and location details)
- ii. include the date of document,
- iii. duration of employment (with dates)
- iv. nature of the employment (incl your job title)
- v. the name and position of author.