

Care arrangements application form for international students under the age of 18

This form is to be completed by the Parents or Legal Custodian of any student who will be under the age of 18 years at the time the student enrolls at Southbank Institute of Technology (SBIT). When completing this form, you must refer to Policy No. 665 – International Students under the Age of 18 Care Arrangements, as well as instructions included with this form.

Note: It is a condition of your visa that should you wish to change your accommodation arrangements, you MUST FIRST SEEK APPROVAL FROM SBIT. If you change your accommodation WITHOUT SBIT approval, your visa may be cancelled.

➤ **Please complete student details below, then either Section A or Section B**

Student's name: _____ Date of birth: _____
Estimated arrival date in Australia (Must be at least 7 days prior to commencement of program): / /

Section A (to be completed when the parents have made care arrangements with a relative)

I, _____ being a parent/legal custodian of the child named above, declare that I have made arrangements for my child's accommodation, welfare and support needs while s/he is studying in Australia.

Details of the nominated relative who will be responsible for my child until s/he reaches the age of 18 years are as follows:

Name of relative: _____ Date of birth: _____

Address (where the child will be living): _____

Daytime telephone: _____ Mobile: _____

Email: _____

Relationship of nominated relative to student: _____

Signed by parent: _____ Date: _____

Signed by nominated relative: _____ Date: _____

Section B (to be completed when parents have arranged Homestay)

I, _____ being a parent/legal custodian of the child named above, declare that I have made or will make arrangements for my child's accommodation, welfare and support needs while s/he is studying in Australia. This **has been** or **will be** (please circle) arranged through SBIT's Homestay provider. I will provide full financial support for my child while s/he is staying with the nominated Homestay family. I acknowledge that my child will be reported to the Department of Immigration and Citizenship (DIAC) if they change address without gaining prior permission from SBIT.

Signed by parent: _____ Date: _____

Please return completed form to: International Administration
Southbank Institute of Technology, Locked Mail Bag 111, South Brisbane QLD 4101
Phone: (617) 3244 5560 or (617) 3244 6520, Fax: (617) 3244 5588
Email: sbit.internationaladministration@southbank.edu.au

Care arrangements application form for international students under the age of 18 - Instructions for completion

The policy associated with this form is Policy No. 665 – International Students under the Age of 18 Care Arrangements which may be located on our website:

<http://www.southbank.edu.au/site/students/downloads/665.pdf>

An International Student under the age of 18 must reside in Australia in one of the following circumstances:

1. with a parent
2. with a person who has legal custody of the International Student
3. with a person who is nominated by either parent or the person who has legal custody of the International Student
4. in Homestay accommodation arranged by a Southbank Institute of Technology (SBIT) Homestay provider

1. Reside with a parent

What you need to do:

- ✓ Complete and return a [QF072](#) – *Care Arrangements Application Form for International Students under the Age of 18*. This form will accompany the Offer of Place and must be returned to SBIT when the International Student accepts the offer.
- ✓ Submit a copy of the International Student's parent/legal custodian's visa to SBIT upon arrival of the International Student at the Institute together with any documentation to prove their relationship.

2. Reside with a person who has legal custody of the International Student

What you need to do:

- ✓ Complete and return a [QF072](#) – *Care Arrangements Application Form for International Students under the Age of 18*. This form will accompany the Offer of Place and must be returned to SBIT when the International Student accepts the offer.
- ✓ Submit a copy of the International Student's parent/legal custodian's visa to SBIT upon arrival of the International Student at the Institute together with any documentation to prove their relationship.

3. Reside with a person who is nominated by either parent or the person who has legal custody of International Student

The nominated person:

- must be a relative of the International Student (see acceptable relationships in the list below) *
- must at least 21 years of age,
- must provide evidence of Police clearance
- must have permission to reside in Australia until the International Student is 18 (or visa expires).

*This relative must be in one of these relationships to the International Student:

- brother/sister
- step parent/step grandparent
- niece/nephew
- step brother/step sister
- grandparent
- step niece/step nephew
- aunt/uncle
- step aunt/step uncle

Step relationships are defined as a relationship with someone who is related to the International Student's family by marriage of either the student's mother or father.

What you need to do:

- ✓ Complete and return a [QF072](#) – *Care Arrangements Application Form for International Students under the Age of 18*. This form will accompany the Offer of Place and must be returned to SBIT when the International Student accepts the offer.
- ✓ International Student must submit the signed *Nomination of a student guardian form* (Form 157N) with the student visa application. The 157N form can be obtained from the Department of Immigration and Citizenship (DIAC) or the Australian Embassy in the International Student's home country, or the website: <http://www.immi.gov.au/allforms/pdf/157n.pdf>
- ✓ Nominated relative must submit evidence of police clearance to DIAC. This police clearance must come from the country or countries in which the relative has resided for more than 12 months within the past 10 years (or after the age of 16 if the relative is currently less than 26 years old). They may contact the Department of Immigration and Citizenship (DIAC) or the Australian Embassy in their home country for details on how to obtain a police clearance or refer to the following web link: <http://www.immi.gov.au/allforms/character-requirements/character-penal.pdf>

4. Reside with Homestay accommodation arranged by a Southbank Institute Homestay provider**What you need to do:**

- ✓ Complete and return a [QF072](#) – *Care Arrangements Application Form for International Students under the Age of 18*. This form will accompany the Offer of Place and must be returned to SBIT when the International Student accepts the offer.
- ✓ If this option is chosen, a representative of Southbank Institute will provide you with the details of the Southbank registered Homestay Providers. The student/parent/agent must contact one of the registered providers to organise a homestay placement. When a homestay placement has been found and payment has been made, Southbank will give a signed statement (*Confirmation of Appropriate Accommodation and Welfare Arrangements*) to DIAC certifying that appropriate arrangements have been made.

The International Student will be required to stay with the Homestay family arranged by a Southbank Institute Homestay provider.

IMPORTANT: If the International Student is intending to change accommodation for any reason either before or after arrival in Australia, the International Student must first seek approval from Southbank Institute of Technology through the:

International Student Support Officer:
Phone: (07) 3244 5633
Email: sbit.isso@southbank.edu.au

Failure to do so may result in the International Student's visa being cancelled.