

Terms and Conditions

The Australian Refugee Association (ARA) requests that the Terms and Conditions below be read, understood and agreed to with the submission of the Expression of Interest form. The Expression of Interest (EOI) for the Community Support Program (CSP) informs ARA, as an Approved Proposing Organisation (APO), of a person's interest to partake in the program while providing ARA with the relevant information to determine whether the main applicant and the Australian supporter meet the required eligibility criteria.

Prior to lodgement of your EOI, ARA recommends that you attend one of our CSP Information Sessions or seek Migration Advice from a lawyer or Registered Migration Agent. This will assist you with understanding all formal requirements for Humanitarian Visa Applicants and Australian Supporters through the CSP.

An EOI must NOT be lodged on behalf of someone who is a temporary resident of Australia, who only holds a bridging visa, or who is an unlawful non-citizen. Furthermore, an Australian Supporter or other party such as an employer or Assurer of Support must NOT offer support to a CSP application if they are doing so on behalf of someone who is not a Permanent Resident or Citizen of Australia.

The EOI may only be lodged by an Australian Supporter or by an authorised agent of the Australian Supporter, who must acknowledge and agree to the following Terms and Conditions.

1. All questions in the EOI must be answered. Failure to answer questions will prolong ARA's assessment of the EOI and may result in ARA's decision to find the EOI ineligible for the CSP.
2. All questions in the EOI must be answered truthfully. Where ARA find that the details provided in the EOI are inaccurate, ARA will stop processing the EOI and may deem the EOI ineligible or withdraw its proposal in the case of an application that is being prepared for lodgment or has been lodged with the Department of Home Affairs.
3. Submission of the EOI must be accompanied by a payment of \$275. Any EOI submitted without a payment or providing card details for making payment following lodgment, will not be further assessed by ARA.
4. The fee of \$275 due upon submission of an EOI is non-refundable, regardless of the outcome of the EOI assessment.
5. The lodgment of an EOI to ARA does not guarantee its inclusion in ARA's CSP intake. ARA maintains absolute discretion about which applications it can process further and which are lodged with the Department of Home Affairs.
6. ARA requires approximately four weeks to six weeks for the processing and assessment of an EOI. Australian Supporters or other parties involved in the application may be requested to provide further documents or information during this time. Failure to respond to ARA's requests may delay processing of an EOI. ARA has no obligation to approve any lodged EOI where there is outstanding information or documentation.
7. ARA will notify the Australian Supporters of a successful EOI to arrange an appointment with a member of the Migration Team so that the next steps regarding the CSP application can be discussed in detail and assistance offered for the preparation process.
8. ARA is unable to support CSP applicants who do not genuinely intend to settle in South Australia without prior agreement;
9. ARA cannot support any application that is proposed by an individual who is acting directly or indirectly on behalf of a person or persons in Australia who only hold(s) temporary visa or lacks legal status in Australia;

Expression of Interest – DOCUMENT CHECKLIST

Completed Expression of Interest Form – complete **ALL** questions on the following pages
Evidence of Payment of the EOI fee - \$275 (eg. Screenshot of bank transfer)

Documents of Visa Applicants

All Identity documents of applicants included in the Expression of Interest (with English translations) – these may include (depending on availability):

- a.** National Identity Cards;
- b.** Birth Certificates;
- c.** Passports;
- d.** Education Certificates or Student IDs;
- e.** Marriage Certificates;
- f.** Evidence of English Studies (especially for primary visa applicant);
- g.** Evidence of UNHCR registration;

Copies of any visa applications that have included any of the visa applicants and been previously lodged with the Department of Home Affairs (eg. All application forms, ID documents, letters or decision records)

Documents of Australian Supporter(s)

Evidence of Australian Citizenship or Permanent Residency (eg. Australian Passport or visa grant notice);

Evidence of Current Residential Address or ownership of alternate property where applicants intend to settle in Australia;

Notice of Assessment for last financial year;

Evidence of Current Employment (eg. letter of employment, contract of employment, payslips);

Documents of EACH Assurer of Support

Evidence of Australian Citizenship or Permanent Residency (eg. Australian Passport or visa grant notice);

Notice of Assessment for last financial year;

Evidence of Current income/estimated income for current financial year (eg. Letter from accountant if self-employed, 2x recent payslips);

Documents of the Proposed Employer

Evidence of current residency status in Australia (eg. Citizenship certificate or visa grant notice)

Photo ID of the employer (eg. Driver's licence, passport)

Evidence that the employer has ownership over the business or company (eg. Certificate of incorporation, ASIC extract)

Number of Applicants

MAIN APPLICANT DETAILS

Full name of main applicant:

DOB:

Gender :

Country of Birth:

Ethnic group / clan:

Country of residence:

Date of Arrival in Country of Residence:

Current status in country of residence:

Other:

Relationship status:

If married, engaged, de-facto, separated, divorced or widowed – date this happened:

Place this happened:

What religion is the applicant?:

Level of English of main applicant:

APPLICANT 2 DETAILS

Full name of applicant:

DOB:

Gender :

Relation to main applicant:

Country of Birth:

Ethnic group / clan:

Country of residence:

Date of Arrival in Country of Residence:

Current status in country of residence:

Other:

Relationship status:

If married, engaged, de-facto, separated, divorced or widowed – date this happened:

Place this happened:

What religion is the applicant?:

Level of English of applicant:

What Identity Documents does the applicant hold?

APPLICANT 3 DETAILS

Full name of applicant:

DOB:

Gender :

Relation to main applicant:

Country of Birth:

Ethnic group / clan:

Country of residence:

Date of Arrival in Country of Residence:

Current status in country of residence:

Other:

Relationship status:

If married, engaged, de-facto, separated, divorced or widowed – date this happened:

Place this happened:

What religion is the applicant?:

Level of English of applicant:

What Identity Documents does the applicant hold?

APPLICANT 4 DETAILS

Full name of applicant:

DOB:

Gender :

Relation to main applicant:

Country of Birth:

Ethnic group / clan:

Country of residence:

Date of Arrival in Country of Residence:

Current status in country of residence:

Other:

Relationship status:

If married, engaged, de-facto, separated, divorced or widowed – date this happened:

Place this happened:

What religion is the applicant?:

Level of English of applicant:

What Identity Documents does the applicant hold?

APPLICANT 5 DETAILS

Full name of applicant:

DOB:

Gender :

Relation to main applicant:

Country of Birth:

Ethnic group / clan:

Country of residence:

Date of Arrival in Country of Residence:

Current status in country of residence:

Other:

Relationship status:

If married, engaged, de-facto, separated, divorced or widowed – date this happened:

Place this happened:

What religion is the applicant?:

Level of English of applicant:

What Identity Documents does the applicant hold?

APPLICANT 6 DETAILS

Full name of applicant:

DOB:

Gender :

Relation to main applicant:

Country of Birth:

Ethnic group / clan:

Country of residence:

Date of Arrival in Country of Residence:

Current status in country of residence:

Other:

Relationship status:

If married, engaged, de-facto, separated, divorced or widowed – date this happened:

Place this happened:

What religion is the applicant?:

Level of English of applicant:

What Identity Documents does the applicant hold?

APPLICANT 7 DETAILS

Full name of applicant:

DOB: Gender : Relation to main applicant:

Country of Birth:

Ethnic group / clan: Country of residence:

Date of Arrival in Country of Residence:

Current status in country of residence: Other:

Relationship status:

If married, engaged, de-facto, separated, divorced or widowed – date this happened:

Place this happened:

What religion is the applicant?:

Level of English of applicant:

What Identity Documents does the applicant hold?

APPLICANT 8 DETAILS

Full name of applicant:

DOB: Gender : Relation to main applicant:

Country of Birth:

Ethnic group / clan: Country of residence:

Date of Arrival in Country of Residence:

Current status in country of residence: Other:

Relationship status:

If married, engaged, de-facto, separated, divorced or widowed – date this happened:

Place this happened:

What religion is the applicant?:

Level of English of applicant:

What Identity Documents does the applicant hold?

If there are any additional applicants – please provide an attachment with their details.

Where will the applicants live upon arrival in Australia?

If alone, provide details of any arrangements made and how these arrangements will be paid for? If with someone, please provide their address where the applicants will live upon arrival in Australia

Have any of the applicant(s) lived in Australia previously?

Has the applicant(s) applied for an Australian visa previously?

If yes, please provide details and file no.

Do any applicants have any physical and/or mental health conditions? If yes, how will they be supported in Australia?

Are any applicants included in the application currently pregnant?

Are all of the dependent children, included in the application, the biological children of the main applicant? If no, please provide details of relationship to main applicant

Do all children included in the application have the approval of both biological parents to travel out of the country?

If no, please provide thorough details about the child's circumstances, whether consent can be obtained or whether documentation can be provided regarding the biological parents' inability to provide consent.

Do any applicants have spouses or de-facto partners not included in the application? If yes, why have they not been included?

Are any, or all of the applicants mandated or registered with the UNHCR or other/similar refugee organisations?

	Name of applicant	Refugee Mandate/ Registration Number	Country of Mandate/ Registration
1			
2			
3			
4			
5			
6			
7			
8			

HUMANITARIAN CLAIMS

Please ensure that answers provided in the following section relate to the circumstances surrounding the main applicant as an individual and not the general situation in that country or region. This section addresses the applicant's individual experiences while living in that country and not of a larger group or population. Please keep all details specific to the main applicant and secondary applicants.

Does the applicant fear returning to their home country?

Is the applicant at risk of persecution or harm if they return to their home country? Please provide specific details?

What do you believe will happen to the applicant and any secondary applicants if they return to their home country? Please provide specific details?

ASSURANCE OF SUPPORT (AoS)

An assurance of support will be required to provide financial support should the applicant/s encounter any issues upon arrival in Australia. If the applicant/s access social support payment from Centrelink within the first 12 months, the Assurer of Support (AoS) will incur a debt for this.

It is compulsory to have an AoS, acting either alone or jointly with another assurer, for each applicant 18 years and above. The Assurer of Support (AoS) must be an Australian citizen or permanent resident and must meet all eligibility and income requirements. Each assurer can only support a maximum of 2 adult visa applicants regardless of their income.

If you are unsure if you or someone is eligible to act as an AoS, please contact our migration team on **08 8354 2951** or use the links below to assess:

https://www.centrelink.gov.au/custsite_aoscalc/aoscalc/eligibilityPage.jsf?wec-appid=aoscalc&wec-locale=en_US#stay

https://www.centrelink.gov.au/custsite_aoscalc/aoscalc/financialCalPage.jsf?prg_id=8231fb1af940465085731f0c6e353584&wec-appid=aoscalc&page=D6A8C3632D6A43798B75AB1A8F696_82B&wec-locale=en_US#stay

Assurer of Support 1

Full name:

Contact number:

Email:

Residential address:

Residency status:

Proof of residency status:

Have you assessed their eligibility against the Department of Human Services Assurer of Support calculator?

Assurer of Support 2 (if required)

Full name:

Contact number:

Email:

Residential address:

Residency status:

How many Dependents (children under 18) does he/she have?:

Have you assessed their eligibility against the Department of Human Services Assurer of Support calculator?

TIP: Refer to the Document Checklist (pg 2) and remember to attach the requested documents for each Assurer of Support

If you need more than two assurers, please provide an attachment with their details and provide their supporting documents.

EMPLOYMENT AND EDUCATION

Under the Community Support Program, the main applicant MUST have an employment pathway in Australia. As an APO, it is our responsibility to ensure that the applicant meets these requirements.

Level of education of main applicant

Please provide additional details? Including date of completion, official qualification title, etc.

Does the applicant have any practical work experience in their related field or otherwise?

Additional vocational or tertiary education qualifications of main applicant

Does the main applicant have an offer of employment in Australia?

Name of business:

ABN Number:

Contact person:

Contact number:

Email:

Address of business:

Please provide any additional detail relating to employment of applicant/s including information about the role and responsibilities:

TIP: Refer to the Document Checklist (pg 2) and remember to attach the requested documents for the Employer

AUSTRALIAN SUPPORTER

The following questions relate to the person intending to propose and provide support to main applicants during the application process and upon arrival in Australia.

Are you an individual, employer, community group?

Full name of Proposer/Proposing Organisation:

Date of birth:

Email:

Primary Contact number:

Secondary Contact number:

Residential Address:

Will you require an interpreter?

If yes, what language?

Relationship (if any) to the main applicant:

Visa classification upon arrival: (if applicable)

Date of arrival in Australia? (if applicable)

Did you, or any of your family members arrive in Australia as Unauthorised Maritime Arrivals?

If yes, are these people now Australian Citizens?

Status in Australia:

Are you currently employed?

Name of employer:

ABN Number:

TERMS & CONDITIONS

– Please read the terms and conditions on page 1 of this document.

I agree to the Terms and Conditions for the submission of the Expression of Interest as set by the Australian Refugee Association Inc.

PAYMENT

I would like to pay the **\$275** fees by:

EFT Card Cash

Card Number:

Cardholder name:

Expiry date:

Direct Debit Details:

BSB: 105-074

Account Number: 04274 – 9340

Name: Australian Refugee Association

Reference: Applicant name + Supporter name

If paying by cash, please visit ARA Salisbury office (Migration team) to finalise payment

Australian Refugee Association
Near Parabanks Shopping Centre
Ann Street (Corner of Commercial Road)
Salisbury SA 5108

LODGEMENT OF THE EXPRESSION OF INTEREST

Thank you for completing this Form and providing payment using the account details provided above. You may use any of the below options to successfully lodge your Expression of Interest with ARA:

1. Email us at msp@ausref.net (if you have been assisted by one of our Migration Team you may also email it directly to their email address)
Don't forget to attach all the requested documents as listed on Page 2 with this form!
2. Return this form and copies of all requested documents in person to the Migration Team at our Salisbury Office.
3. Call us to arrange an alternative method of lodgement;

Contact Details: (08) 8354 2951

Opening Hours: Monday – Friday 9am – 5pm

THANK YOU!!

ADDITIONAL INFORMATION

If you do not have enough space to give all the necessary information, attach a seperate statement to this form with further details.