



Australian Government

Department of Immigration
and Citizenship

Application for Australian citizenship by descent

Form

118

This information is provided to help you complete the application form and guide you through the application process.

Important – Please read this information carefully before you complete your application. Once you have completed your application we strongly advise that you keep a copy for your records.

There are 4 steps in the citizenship application process for citizenship by descent.

- Step 1** Eligibility – determine if you are eligible
- Step 2** Original documents – gather your original documents
- Step 3** Copy and certify your documents
- Step 4** Complete and lodge your application form

Need help?

The **citizenship website** provides more detailed information www.citizenship.gov.au

In Australia – The **Citizenship Information Line** provides recorded information and access to information officers. Telephone **131 880** Monday to Friday 8.30am – 4.30pm.

Outside Australia – The citizenship website provides the location, hours of operation and telephone numbers for offices of the Department of Immigration and Citizenship (the department) outside Australia.

Integrity of application

The department is committed to maintaining the integrity of the visa and citizenship programs. Please be aware that if you provide us with fraudulent documents or claims, this may result in processing delays and possibly your application being refused.

Step 1 – Eligibility

If you were born outside Australia **on or after** 26 January 1949 you may be eligible for Australian citizenship by descent if at least one of your parents was an Australian citizen at the time of your birth.

If your Australian citizen parent was a citizen by descent or full Hague adoption, then that parent must have spent at least 2 years in Australia before you make your application.

If you were born outside Australia or New Guinea **before** 26 January 1949 you may be eligible for Australian citizenship by descent if at least one of your parents became an Australian citizen on 26 January 1949, **and** that parent was born in Australia or New Guinea, or was naturalised in Australia before your birth.

All applicants 18 years or over must be of good character.

Australian citizenship commences on the date the application is approved. You do not need to attend a citizenship ceremony.

Children

Applications for children under 16 years of age must be made by a responsible parent.

The *Australian Citizenship Act 2007* defines responsible parent in relation to a child as:

- a parent, unless that parent does not have parental responsibility because of orders made by the Family Court of Australia, or
- any person having responsibility over the child because of an order made by the Family Court, or
- any person who has guardianship or custody of the child under an Australian law or a foreign law, whether because of adoption, operation of law, an order of a court or otherwise.

Step 2 – Original documents

You will need to provide the department with a range of documents to prove that you are who you say you are and to establish you have not had any serious criminal convictions. These documents are called **proof of identity** and **good character** documents.

You will also need to provide additional documents that show one of your parents was an Australian citizen at the time of your birth. These are called **supporting documents**.

Translations and certified copies

If your documents are not in English, you **must** provide official translations. In Australia, you must use translators accredited by the National Accreditation Authority of Translators and Interpreters. For more information, see www.naati.com.au

Home page www.citizenship.gov.au

Citizenship
Information Line

Telephone **131 880** during business hours in Australia to speak to an operator (recorded information available outside these hours). If you are outside Australia, please contact your nearest Australian mission.

Unless specified that original documents are required, certified copies of original documents must be attached to your application. These copies must be certified by a person with the appropriate authority. See *Identity declarations – list of professions* on pages 5 and 6 for people who may certify documents.

If you are outside Australia when applying, contact the Australian diplomatic mission in the country who issued the documents for advice on acceptable translators, and who can certify your original documents.

If you need to provide overseas penal clearance certificates with your application, you must provide **original** certificates.

Proof of identity

Applicants 16 years of age or over

To prove your identity you **must** provide the following documents.

- Three original documents that collectively show your:
 - photograph
 - signature
 - current residential address
 - birth name, date of birth and gender.
- Proof of change of name, if applicable.
- Part D – Identity declaration* completed by a person with the appropriate authority.

If you do not provide these documents, your application will not be accepted and will be returned to you.

Children

If you are an applicant under 16 years of age, you **must** provide the following:

- Proof of identity documents that show a:
 - birth name and date of birth
 - photograph and current name, if available.
- Proof of change of name, if applicable.
- Part D – Identity declaration* completed by a person with the appropriate authority.

The checklist below will help you identify suitable documents. If you have difficulty finding suitable documents please call the Citizenship Information Line or, if outside Australia call your nearest Australian diplomatic mission, before you complete and lodge your application.

Proof of identity checklist

Applicants 16 years of age or over

A current document with your photograph and/or signature

An Australian driver's licence, or	<input type="checkbox"/>
A passport, or	<input type="checkbox"/>
A United Nations High Commissioner for Refugees (UNHCR) document, or	<input type="checkbox"/>
A national identity card, or	<input type="checkbox"/>
Another document containing a signature and photograph, eg. an air crew identity document, seafarer identity document, military identity document or student card	<input type="checkbox"/>

Evidence of your current residential address

A utilities notice eg. electricity, gas or water bill, bank notice, or	<input type="checkbox"/>
Rental contracts or rates notice	<input type="checkbox"/>

Evidence of your date of birth, birth name and any changes of name

A full birth certificate, and	<input type="checkbox"/>
Evidence of links between present and previous names, for example an official marriage, divorce or change of name certificate, if applicable	<input type="checkbox"/>

Evidence of your identity in the community

One passport-sized photograph and identity declaration signed by an Australian citizen with the appropriate authority	<input type="checkbox"/>
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Children

The following documents are required if the applicant is a child under 16 years of age

A full birth certificate or family register containing parent's details Note: In some circumstances the department may request DNA testing	<input type="checkbox"/>
Evidence of links between birth name and current name, if applicable	<input type="checkbox"/>
A passport or other travel documents, if any	
One passport-sized photograph and identity declaration signed by an Australian citizen with the appropriate authority	<input type="checkbox"/>

Identity declaration

As well as your proof of identity documents, you will need to provide an identity declaration and an endorsed passport-sized photograph of yourself.

The **identity declaration** must be completed and signed by an Australian citizen who:

- has known you for at least one year and belongs to a profession on the list on pages 5 and 6, **and**
- is not related to you by birth, marriage or de facto relationship, **and**
- is easy to contact by telephone during normal working hours.

The person who signs the declaration must also write on the back of your photograph the words: *This is a true photograph of (your full name)* and sign the back of the photograph using the same signature as on the declaration.

The photograph should be carefully attached to the front of the application form without obscuring the image, or you can place the photograph in a plastic sleeve or envelope and staple it to the form.

The photograph must be:

- no more than 6 months old
- a full-face view of your head and shoulders (untinted prescription glasses can be worn – a photograph that shows facial features only is acceptable if you wear a head covering for religious reasons)
- of good quality, in colour, against a plain, light coloured background (laser copies are not acceptable).

Note: If you are outside Australia when applying you can have the identity declaration completed by a citizen of your country of residence who has known you for at least one year and belongs to a profession on the list on pages 5 and 6.

Children under 6 years of age

In the case of children under 6 years of age, if no Australian citizen has known them for at least one year, then the declaration can be signed by someone who belongs to a profession on the list on pages 5 and 6 who has known the child for less than one year.

Good character

If you are 18 years of age or over, you will need to show that you are of good character. The department is required to ask you to complete a *National Police Checking Service (NPCS) Application/Consent Form* in order to obtain a national police check. If more than one national police check is required during the processing of your application, the department will contact you and request that you complete another form.

You must tell the department about any convictions you may have had in Australia or overseas. A conviction is a criminal charge leading to a guilty verdict in a court of law resulting in imprisonment, a fine or good behaviour bond. A traffic infringement, such as an on-the-spot speeding or parking fine, is not considered a conviction.

Spent convictions

You must declare spent convictions in your application.

The spent convictions law allows people with minor convictions to disregard those convictions after a certain period of time. A conviction may be considered spent if:

- it is 10 years since the date of the conviction (or 5 years for juvenile offenders), **and**
- the person was not sentenced to imprisonment for more than 30 months, **and**
- the person has not re-offended during the 10 years (or 5 years for juveniles) period, **and**
- a statutory or prescribed exclusion does not apply.

The department is allowed to ask you for this information for the purpose of assessing your application.

Overseas penal clearance certificates

Overseas penal clearance certificates, or police checks as they are known in some countries, show whether a person has a criminal record.

You may need to supply an overseas penal clearance certificate as part of your documentation if you are 18 years of age or over.

When to provide overseas penal clearance certificates

You will need to provide penal clearance certificates from overseas countries if, in the last 10 years:

- you lived or travelled outside Australia since turning 18, **and**
- the total time spent outside Australia added up to 12 months or more, **and**
- the time spent in any one country was more than 90 days, **or**
- if requested by the department.

You will need to provide **original** overseas penal clearance certificates from each country where you spent more than 90 days.

If you are applying at an Immigration Office outside Australia you will need to provide a penal clearance certificate for ANY time spent in Australia since the age of 18 years. You will need to complete an Australian Federal Police (AFP) National Police Check Application Form, which is available from the AFP website www.afp.gov.au

Information about where to obtain an overseas penal clearance certificate by country can be obtained from the citizenship website or contact the Citizenship Information Line.

Supporting documents

To support your application for Australian citizenship by descent you will also need to provide:

Evidence that one of your parents was an Australian citizen at the time of your birth

<p>Your Australian citizen parent's:</p> <ul style="list-style-type: none"> • full Australian birth certificate issued before 20 August 1986, or • Australian citizenship certificate or naturalisation certificate, or • Australian passport issued after 1 July 2005 	<input type="checkbox"/>
<p>If your Australian citizen parent was a citizen by descent or full Hague adoption, you will be asked to provide evidence that your parent had been lawfully present in Australia for a total of at least 2 years. If you do not have any evidence of your parent having resided in Australia you can contact the National Archives of Australia to check their records</p>	<input type="checkbox"/>
<p>For children born through surrogacy arrangements, documents confirming that an Australian citizen is the parent of the child. If you do not have documents confirming this you may be requested to undertake a DNA test. You should not undertake a DNA test unless requested to do so</p>	<input type="checkbox"/>

Evidence of other citizenships held by your Australian citizen parent

Letter or certificate showing date of acquisition, if applicable	<input type="checkbox"/>
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Evidence of your current citizenship

A passport or other travel documents, if any	<input type="checkbox"/>
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Documents relating to the responsible parent applying on behalf of a child under 16 years of age

<p>Proof of identification documents that collectively show a signature, photograph, and a current residential address, for example:</p> <ul style="list-style-type: none"> • a passport • driver's licence • credit card or utilities bill 	<input type="checkbox"/>
Any orders relating to the custody, guardianship or parental responsibility for this child, if applicable	<input type="checkbox"/>

You may be required to provide additional documents to those listed.

If you are overseas when you are applying, you should contact your nearest Australian overseas post or see their website for more information before lodging your application.

Step 3 – Copy and certify your documents

Do not post original documents to the department, unless specified otherwise.

If you have to get documents from overseas this can take time. You will not be able to complete the application process without these documents.

In Australia – If you lodge your application at an office of the department, bring your original documents with you.

If you are posting your application to the department, certified copies are required with your application, except for overseas penal clearance certificates which must be the original document. Copies of documents should be certified by a person who has known you for at least one year and belongs to a profession on the list on pages 5 and 6.

Outside Australia – If you lodge your application at an office of the department, bring your original documents with you. Your original documents can be copied and checked by an officer of the department and returned to you. Otherwise, you can have your original documents certified and the identity declaration completed by a citizen of your country of residence. Copies of documents should be certified by a person who has known you for at least one year and belongs to a profession on the list on pages 5 and 6.

If you need to provide overseas penal clearance certificates, you must provide the original document.

Step 4 – Complete and lodge your application form

Please use a pen, and write neatly in English using BLOCK LETTERS. Corrections made with liquid paper are not acceptable.

Part A – Your details – Part A requires you to provide your personal details.

If you change address during the application process you must tell the department your new address. See form 929 *Change of address and/or passport details*.

Part B – Your parents – Part B requires you to provide the personal details of both your parents including whether they have been known by any other names.

Part C – Proof of identity – Part C requires you to list the documents you are providing to prove your identity. See page 2 for information about this part of the application.

Part D – Identity declaration – Part D is **not** to be completed by the applicant. See page 3 for information about who should complete the *Identity declaration* and sign the back of the photograph.

Part E – Good character – If you are 18 years of age or over, you will need to complete a *National Police Checking Service (NPCS) Application/Consent Form* so that you can be assessed under the good character requirement. See page 3 for information about this part of the application.

Part F – Supporting documents – Part F requires you to list the supporting documents you are providing with your application. See page 4 for information about this part of the application.

Part G – Nomination of representative – Part G allows you to nominate another person who can make enquiries about your application on your behalf. Make sure you sign the authorisation at Part G if you want this to happen.

Part H – Payment details – To make a payment, please pay by credit card, debit card, bank cheque or money order made payable to the Department of Immigration and Citizenship. Debit card and credit card are the preferred methods of payment. Generally, fees are not refundable.

Outside Australia – Before making a payment outside Australia, please check with the Australian mission overseas where you intend to lodge your application as to what methods of payment and currencies they can accept and to whom the payment should be made payable.

Part I – Declaration – Carefully read and make sure you understand the terms of this declaration before signing it. If the applicant is under 16 years of age, the responsible parent must sign the declaration on page 15 on behalf of the child.

Lodging your application

If you are **in Australia**, the application, certified copies of documents and fee should be lodged at the Tasmanian office of the department.

Department of Immigration and Citizenship
GPO Box 794
HOBART TAS 7001

If you are **outside Australia**, the application, documents and fee should be lodged with your nearest Australian diplomatic mission, see www.citizenship.gov.au

Pre-lodgement checklist

Completed application form	<input type="checkbox"/>
Proof of identity documents	<input type="checkbox"/>
One passport-sized photograph and identity declaration signed by an Australian citizen with the appropriate authority	<input type="checkbox"/>
Original overseas penal clearance certificates, if applicable	<input type="checkbox"/>
Supporting documents as required	<input type="checkbox"/>
Evidence of current residential address	<input type="checkbox"/>
<i>National Police Checking Service (NPCS) Application/ Consent Form</i>	<input type="checkbox"/>
The application fee	<input type="checkbox"/>

Notification

If your application is approved you will be notified in writing. You will become an Australian citizen on the day your application is approved. You will also receive an extract recording your registration as a citizen by descent.

The extract is not formal evidence of citizenship. If you wish to obtain legal evidence of your Australian citizenship, you can apply for evidence on form 119 *Application for evidence of Australian citizenship*.

If your application is refused

If your application is refused you have the right to ask for the decision to be reviewed by the Administrative Appeals Tribunal (AAT). Your letter of notification will advise you where you can lodge an application for review. You should lodge your application with the AAT as soon as possible.

Identity declarations – list of professions

People from the following list of professions and occupations can certify copies of original documents, complete identity declarations and endorse photographs. They must:

- be an Australia citizen, **or**
- a citizen of your country of residence if no Australian citizen is known to you **and** you are applying overseas

AND

- have known you for at least one year
 - not be related to you by birth, marriage or de facto relationship
 - be easy to contact by telephone during normal working hours.
1. Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
 2. Bailiff
 3. Bank officer with 5 or more years of continuous service
 4. Building society officer with 5 or more years of continuous service
 5. Chiropractor (licensed or registered)
 6. Clerk of court
 7. Commissioner for Affidavits
 8. Commissioner for Declarations
 9. Credit union officer with 5 or more years of continuous service
 10. Dentist (licensed or registered)
 11. Fellow of the National Tax Accountants' Association
 12. Finance company officer with 5 or more years of continuous service
 13. Judge of a court
 14. Justice of the peace
 15. Legal practitioner (licensed or registered)
 16. Magistrate
 17. Marriage celebrant licensed or registered under Sub-division C of Division 1 of Part IV of the *Marriage Act 1961*
 18. Master of a court
 19. Medical practitioner (licensed or registered)
 20. Member of Chartered Secretaries Australia
 21. Member of Engineers Australia, other than at the grade of student
 22. Member of the Association of Taxation and Management Accountants
 23. Member of the Australian Defence Force with 5 or more years of continuous service
 24. Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
 25. Member of the Parliament of the Commonwealth, a State, a Territory Legislature, or a local government authority of a State or Territory

26. Minister of religion licensed or registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
27. Nurse (licensed or registered)
28. Optometrist (licensed or registered)
29. Permanent employee of Commonwealth, State or local government authority with at least 5 or more years of continuous service
30. Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service
31. Pharmacist (licensed or registered)
32. Physiotherapist (licensed or registered)
33. Police officer
34. Psychologist (licensed or registered)
35. Registrar, or Deputy Registrar, of a court
36. Sheriff
37. Teacher employed on a full-time basis at a school or tertiary education institution
38. Veterinary surgeon (licensed or registered).

About the information you give

The department is authorised to collect personal information and personal identifiers for the purposes of administering the *Australian Citizenship Act 2007* (the Act) and the Australian Citizenship Regulations 2007.

Under the *Privacy Act 1988 (Cth)* (the Privacy Act), the department may disclose your personal information in various circumstances, including where such disclosure is consistent with the department's disclosure practices of which you are reasonably likely to have been aware.

It is the department's practice to disclose your personal information other than personal identifiers to other Commonwealth (and in some circumstances, state and territory) Government agencies to confirm your identity and for other purposes connected with the Act, or to verify with the issuing agency, the authenticity of a document you have presented to the department, or in some cases to assist other agencies to administer their legislation.

Agencies to which the department may disclose your personal information other than personal identifiers include but are not restricted to:

- Department of Foreign Affairs and Trade (DFAT) for the purpose of administering the *Australian Passport Act 2005*
- Centrelink for the purpose of administering the *Social Security (Administration) Act 1999* and *Family Assistance (Administration) Act 1999*
- Commonwealth, state and territory police and other agencies to help assess character and related requirements for citizenship
- Australian Electoral Commission (AEC) for the purpose of administering the *Commonwealth Electoral Act 1918*. The AEC is authorised to collect information such as your name, date and place of birth, citizenship status, address and contact details for the purposes of maintaining the electoral roll. This information will be used to ascertain your eligibility for enrolment as an elector in elections in Australia. The AEC may contact you about proposed action they may take to appropriately update the electoral roll. For further information call 132 326 or visit www.aec.gov.au

Personal identifiers collected under the Act are photographs and signatures. The department and DFAT have signed an arrangement in accordance with the Act that permits disclosure of your personal identifiers for the purposes of administering the *Australian Passport Act 2005*. When your application for Australian citizenship is approved, your photograph, client number, name, date of birth and gender will be provided to DFAT.

The Act permits disclosure of your personal identifiers in the following circumstances:

- for the purposes of the Act or its regulations, or of the *Migration Act 1958* or the Migration Regulations 1994, or
- for the purpose of administering or managing the storage of identifying information, or
- for the purpose of making the identifying information in question available to you, or
- to an agency of the Commonwealth, a state or a territory in order to verify that you are an Australian citizen, or
- under an arrangement entered into with an agency of the Commonwealth, or with a state or territory or an agency of a state or territory, for the exchange of identifying information, or
- when reasonably necessary for the enforcement of the criminal law of the Commonwealth, a state or a territory, or
- when required by an Australian law, or
- for the purpose of a proceeding before a court or tribunal relating to you, or
- for the purpose of an investigation by the Privacy Commissioner or the Ombudsman relating to action taken by the department, or
- if the disclosure takes place with your written consent.

Your personal identifiers can also be disclosed if a person believes on reasonable grounds, that the disclosure is necessary to prevent or lessen a serious and imminent threat to the life or health of you or of any other person.

Privacy Act 1988 and Freedom of Information Act 1982

You have a right to make a complaint to the Privacy Commissioner about the handling of your personal information and personal identifiers.

The *Freedom of Information Act 1982* (FOI Act) gives you the right to access certain information and documents in the possession of the Government of the Commonwealth and its agencies. You have a right under the FOI Act to seek access to information or documents about you. You can request the department to amend records containing your personal information that is incomplete, incorrect, out of date or misleading.

The department's collection, access, storage, use and disclosure of your personal information and personal identifiers is governed by the Privacy Act and the 11 Information Privacy Principles. For more detailed information you should read information form 993i *Safeguarding your personal information* and form 1243i *Your personal identifying information*, which are available from the department's website www.immi.gov.au/allforms/ or from any office of the department.

Consent to communicate electronically

The department may need to convey sensitive information about your application to you. Electronic communication, unless adequately encrypted, is not secure and may be viewed by others or interfered with. The Australian Government accepts no responsibility for the security or integrity of any information sent to the department over the internet or by other electronic means.

Home page **www.citizenship.gov.au**

*Citizenship
Information Line* Telephone **131 880** during business hours in Australia to speak to an operator (recorded information available outside these hours). If you are outside Australia, please contact your nearest Australian mission.

Please keep these information pages for your reference

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**To be completed by an applicant aged 16 years or over
or by a responsible parent on behalf of an applicant
under 16 years of age.**

Please read the information pages before completing this application.

Please use a pen, and write neatly in English using BLOCK LETTERS.

Tick where applicable

Part A – Your details

1 Preferred title Mr Mrs Miss Ms
Other

2 Your full name (this will appear on your citizenship extract)

Family name
Given names
(including all middle names)

3 Have you been known by any other names?
(including name at birth, previous married names, aliases,
alternative spellings or full spelling of all names)

No
Yes Give details

Family name
Given names
Reason for change of name

If you have been known by more than one other name,
attach additional details on a separate sheet.

4 Sex Male Female

5 Date of birth DAY MONTH YEAR
 / /

6 Place of birth

Town/city
Country

7 Current residential address

Note: You must tell the department if your address
changes after you lodge this form.

POSTCODE

PHOTOGRAPH

You must attach the endorsed photograph of the applicant to this page.

The photograph must be attached without obscuring the image, or can be placed in a plastic sleeve and stapled to this page.

Box File Number	Client ID	I/USE
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8 Current postal address
(If the same as your residential address, write 'AS ABOVE')

Note: You must tell the department if your address changes after you lodge this form.

POSTCODE

9 Telephone numbers

Work (AREA CODE)
Home (AREA CODE)
Mobile/cell

10 Do you agree to the department communicating with you by fax,
e-mail or other electronic means?

No
Yes Give details

Fax number (AREA CODE)
E-mail address

11 Were you adopted or born through a surrogacy arrangement?

No
Yes

12 Present country(ies) of citizenship

13 Give the visa label number used by the applicant on their last entry to Australia (if applicable)

Visa label number

If granted a visa without a label, please provide the 13-digit visa grant number, as shown on the letter notifying the applicant of the grant of the visa

Part B – Your parents

Provide details of one Australian citizen parent at Question 14 and the other parent at Question 15

14 Parent

Sex Male Female

Parent's full name

Family name

Given names

Has this parent been known by any other names? (including name at birth, previous married names, aliases)

No
Yes Give details

Family name

Given names

If known by other names, attach additional details

Date of birth DAY MONTH YEAR

Place of birth Town/city

Country

Was this parent an Australian citizen at the time of your birth?

No
Yes How did this parent acquire their Australian citizenship?

- Birth
- Adoption
- Conferral/grant
- Born in Papua prior to independence
- Naturalisation
- Other
- Descent

Date acquired (if known) DAY MONTH YEAR

Place acquired (if known)

If this parent was an Australian citizen by descent or full Hague adoption at the time of your birth, give details of the period or periods totalling at least 2 years that this parent has lawfully been in Australia

From DAY MONTH YEAR to DAY MONTH YEAR

From DAY MONTH YEAR to DAY MONTH YEAR

If insufficient space, attach additional details

Does this parent hold the citizenship of any countries other than Australia, or if this parent is deceased, did they hold the citizenship of any countries other than Australia when they died?

No
Yes Give details

Country

Date acquired DAY MONTH YEAR

Method of acquiring this citizenship (eg. birth, descent, naturalisation/grant)

If insufficient space, attach additional details

If the applicant is a child under 16 years of age, has this parent been excluded through a court of law from having custody or parental responsibility of the child?

No
Yes

To be answered ONLY if this parent was born outside Australia and registered or naturalised before 8 October 1951.

Was this parent absent from Australia for a continuous period of 7 years or more between 26 January 1949 and 8 October 1958?

No
Yes Show period absent

From DAY MONTH YEAR to DAY MONTH YEAR

15 Parent

Sex Male Female

Parent's full name

Family name

Given names

Has this parent been known by any other names?
(including name at birth, previous married names, aliases)

No

Yes Give details

Family name

Given names

If known by other names, attach additional details

Date of birth

Place of birth

Town/city

Country

Was this parent an Australian citizen at the time of your birth?

No

Yes How did this parent acquire their Australian citizenship?

- | | |
|--|--|
| Birth <input type="checkbox"/> | Adoption <input type="checkbox"/> |
| Conferral/grant <input type="checkbox"/> | Born in Papua prior to independence <input type="checkbox"/> |
| Naturalisation <input type="checkbox"/> | Other <input type="checkbox"/> |
| Descent <input type="checkbox"/> | |

Date acquired (if known)

Place acquired (if known)

If this parent was an Australian citizen by descent or full Hague adoption at the time of your birth, give details of the period or periods totalling at least 2 years that this parent has lawfully been in Australia

From to

From to

If insufficient space, attach additional details

Does this parent hold the citizenship of any countries other than Australia, or if this parent is deceased, did they hold the citizenship of any countries other than Australia when they died?

No

Yes Give details

Country

Date acquired

Method of acquiring this citizenship (eg. birth, descent, naturalisation/grant)

If insufficient space, attach additional details

If the applicant is a child under 16 years of age, has this parent been excluded through a court of law from having custody or parental responsibility of the child?

No

Yes

To be answered ONLY if this parent was born outside Australia and registered or naturalised before 8 October 1951.

Was this parent absent from Australia for a continuous period of 7 years or more between 26 January 1949 and 8 October 1958?

No

Yes Show period absent

From to

Part C – Proof of identity

16 If you are 16 years of age or over, you must provide at least 3 documents which collectively contain your:

- photograph
- signature
- current address
- date of birth, birth name and gender.

You must also provide proof of any changes of name, if applicable, and a completed *Part D – Identity declaration*.

If you do not provide these documents your application will not be accepted and will be returned to you.

Do not post original documents to the department. If you are posting your application attach certified copies.

Please list the documents you are providing as proof of your identity (see *Step 2 – Original documents* on page 1)

Applicants 16 years of age or over

A current document with your photograph and signature

Evidence of your current residential address

Evidence of your date of birth, birth name and any changes of name

Evidence of your identity in the community

Children

Evidence of the child's date of birth and birth name

A document with the child's photograph and current name

Evidence of any changes of name, if applicable

Evidence to show the link between the child and the Australian citizen parent

Evidence of the child's identity in the community

Part D – Identity declaration

17 The identity declaration **IS NOT TO BE COMPLETED BY THE APPLICANT** (See *Identity declaration* on page 3)

I declare that I have known (full name of the applicant)

Family name

Given names

for year(s) and vouch for his/her identity.

I have endorsed the back of his/her photograph

Signature of person making this declaration

Date

Details of person making this declaration

Family name

Given names

Telephone numbers

Work

Home

Mobile/cell

Are you an Australian citizen? No Yes

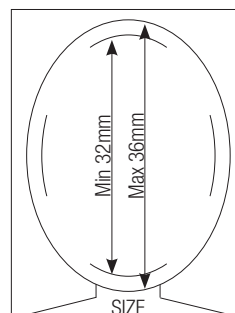
Profession or occupation group number from pages 5 and 6

The photograph **IS NOT TO BE SIGNED BY THE APPLICANT.**

The person who has completed the *Identity declaration* above should also endorse the photograph.

Example of photograph requirements

PHOTOGRAPH FRONT



PHOTOGRAPH BACK

"This is a true photograph of"

JOHN CITIZEN
(full name of applicant)

PSmith
(signature)

Part E – Good character

- 18** In the last 10 years, have you lived or travelled outside Australia for periods totalling 12 months or more and were aged 18 years or over at the time?

No

Yes List overseas countries where you have spent more than 90 days and attach **original** penal clearance certificates from those countries
(See *Overseas penal clearance certificates* on page 3)

- 19** Please answer the following questions

- (a) Have you been convicted of, or found guilty of, ANY offences overseas or in Australia (include all traffic offences which went to court, including offences declared in your permanent residence application, and any 'spent' convictions)? No Yes
- (b) Have you been confined in a prison or in a psychiatric institution by order of a court made in connection with criminal proceedings overseas or in Australia? No Yes
- (c) Have you committed, or been involved in the commission of war crimes or crimes against humanity or human rights overseas or in Australia? No Yes
- (d) Are you presently under a probation order, good behaviour bond, on parole, released on licence or subject to periodic detention overseas or in Australia? No Yes
- (e) Are you aware of any proceedings pending against you overseas or in Australia for an offence, including proceedings by way of appeal or review? No Yes
- (f) Have you ever been involved in any activity, or been convicted of any offence, relating to the illegal movement of people to any country (including Australia)? No Yes
- (g) Have you ever been charged with any offence overseas or in Australia that is currently awaiting legal action? No Yes
- (h) Have you ever been associated with terrorist organisations or involved in acts of terrorism overseas or in Australia? No Yes
- (i) Have you ever been removed or deported from any country (including Australia)? No Yes
- (j) Have you ever been involved in activities that would represent a risk to Australian national security? No Yes

If you answered '**Yes**' to any of the above questions, you must give ALL relevant details. If the matter relates to a criminal conviction, please give the nature of the offence, full details of sentence and dates of any period of imprisonment or other detention.

20 Consent

I consent to the department using information that I provide in the National Police Checking Service (NPCS) Application/Consent Form. I understand that the information I provide in the NPCS form will be matched with other information that the department holds about me, including information I provide in this application. I understand that the information may be used for the purposes of assessing my application for citizenship.

Signature of applicant



Date

DAY	MONTH	YEAR
/	/	

Part F – Supporting documents

- 21** You are required to provide supporting documents with your application (See *Step 2 – Original documents* on page 1)

What type of document are you attaching?

Evidence that at least one parent was an Australian citizen at the time of your birth	<input type="checkbox"/>
If your parent was a citizen by descent, evidence that this parent was a resident of Australia for at least 2 years	<input type="checkbox"/>
Evidence of the Australian citizen parent's name change and links between names, if applicable	<input type="checkbox"/>
Evidence of other citizenships held by your Australian citizen parent, if any	<input type="checkbox"/>
Passports held, if any	<input type="checkbox"/>

Documents relating to the responsible parent if applying on behalf of a child under 16 years of age

Proof of identification documents for the responsible parent applying on behalf of the child	<input type="checkbox"/>
Any order relating to the custody, guardianship or parental responsibility for the child	<input type="checkbox"/>

Part G – Nomination of representative

22 Do you want to nominate a person to make enquiries or receive information on your behalf about your application?

No ▶ Go to Part H

Yes ▶ Give details below

Nominated person

Family name

Given names

Date of birth DAY / MONTH / YEAR

Relationship to main applicant

Telephone numbers

Work (AREA CODE)

Home (AREA CODE)

Mobile/cell

23 Authority to disclose information

I hereby authorise the Department of Immigration and Citizenship to release information about my application to the person named above. I understand that the authority will remain effective until my application is finalised and should I wish to cancel or change this authorisation I may do so by advising the department in writing.

Signature of applicant



Date DAY / MONTH / YEAR

Part H – Payment details

24 How will you pay your application fee?

If applying **in Australia**, debit card or credit card are the preferred methods of payment. Debit cards cannot be used for applications lodged by mail. If paying by bank cheque or money order please make payable to the Department of Immigration and Citizenship.

If applying from **outside Australia**, please check with the Australian mission overseas where you intend to lodge your application as to what methods of payment and currencies they can accept and to whom the payment should be made payable.

Bank cheque

Money order

Debit card ▶ Cannot be used for applications lodged by mail

Credit card ▶ Give details below

Payment by (tick one box)

Australian Dollars

MasterCard <input type="checkbox"/> Diners Club <input type="checkbox"/> American Express <input type="checkbox"/> JCB <input type="checkbox"/> Visa <input type="checkbox"/>	<input type="text"/> AUD
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Credit card number

Expiry date MONTH / YEAR

Cardholder's name

Telephone number COUNTRY CODE AREA CODE NUMBER

Address

POSTCODE

Signature of cardholder



Credit card information will be used for fee paying purposes only.

Part I – Declaration

WARNING: It is an offence under section 50 of the Australian Citizenship Act 2007 to deliberately make, or cause to make, a false or misleading statement, or conceal circumstances in relation to an application.

25 Please read the following carefully before signing.

Complete this declaration if you are the main applicant and are aged 16 years or over.

- I declare that the information I have supplied in this form is complete, truthful and correct in every detail.
- I authorise the Department of Immigration and Citizenship to make any enquiries necessary and to disclose relevant information necessary to determine eligibility for Australian citizenship by descent. (See About the information you give on page 6)
- I understand that the Department of Immigration and Citizenship may disclose personal information and personal identifiers to other agencies as outlined in this form. (See About the information you give on page 6)
- I recognise that by becoming an Australian citizen I will become a formal member of the community of the Commonwealth of Australia.
- I understand that Australian citizenship is a shared identity, a common bond which unites all Australians while respecting their diversity.
- I understand that:
 - Australian society values respect for the freedom and dignity of the individual, freedom of religion, commitment to the rule of law, parliamentary democracy, equality of men and women and a spirit of egalitarianism that embraces mutual respect, tolerance, fair play and compassion for those in need, and the pursuit of the public good
 - Australian society values equality of opportunity for individuals, regardless of their race, religion or ethnic background
 - the English language, as the national language, is an important unifying element of Australian society.
- I accept that Australian citizenship involves reciprocal rights and responsibilities. The responsibilities of citizenship include obeying Australian laws, including those relating to voting at elections and serving on a jury.
- In seeking to become an Australian citizen, I undertake to accept these responsibilities and respect the values of Australian society.
- I recognise that a prosperous, successful and peaceful Australia depends upon the support of all Australians, including me, for those things that we value and share.

Signature of applicant



Date

DAY	MONTH	YEAR
/	/	

Children

The responsible parent is to complete the following declaration if the applicant is under 16 years of age.

- I declare that I am the responsible parent of the applicant.
- I declare that the information I have supplied in this form is complete, truthful and correct in every detail.
- I consent to the registration of Australian citizenship by descent for my child with my full acceptance of the consequences resulting from citizenship status under law.
- I authorise the Department of Immigration and Citizenship to make any enquiries necessary and to disclose relevant information necessary to determine the eligibility of the applicant for Australian citizenship by descent. (See About the information you give on page 6)
- I understand that the Department of Immigration and Citizenship may disclose personal information and personal identifiers to other agencies as outlined in this form. (See About the information you give on page 6)

Signature of responsible parent



Date

DAY	MONTH	YEAR
/	/	

Full name of responsible parent

Telephone numbers

	COUNTRY CODE	AREA CODE	NUMBER
Work	()	()	
Home	()	()	
Mobile/cell			

We strongly advise that you keep a copy of your application and all attachments for your records.

Office use only

Name of decision maker

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Signature of decision maker

Date

DAY	MONTH	YEAR
/	/	

Approved Not approved