



Fact sheet - tips to get your visitor visa application right first time

We are currently processing a high number of visa applications. Your visa application can take longer if it contains incorrect information or documents are missing. It may even be refused.

Below are some tips to help you make sure that when you submit your visa application it is 'decision ready'. This will help us process your application faster.

Visitor visas for in Australia

To learn about holiday, business and family visitor visas for Australia visit:

- [Visitor visa \(subclass 600\) Tourist stream \(apply outside Australia\)](#)
- [Visitor visa \(subclass 600\) Business visitor stream](#)
- [Visitor visa \(subclass 600\) Sponsored family stream](#)

How to apply

You can apply online for an Australian student visa through [ImmiAccount](#). We will also send requests for more information to your ImmiAccount.

Using ImmiAccount you can also:

- access information about your application
- track the processing of your application
- update your contact details and other information.

Give yourself plenty of time

Allow plenty of time to collect the necessary documents and information. It can take longer than you expect to get copies of official documents such as birth and marriage certificates, police checks, medical reports and translations of documents.

Check the spelling of your name

Visa applications are being submitted with incorrect names because auto-correct is changing applicants' names on smartphones or tablets. Make sure your name is spelt exactly as it appears on your passport – including your middle name.



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Include all documents

You must submit **all** the documents we ask for with your application, including a clear copy of the personal details page of your passport.

Attach translated copies of all documents

If any of your required documents aren't in English, you'll need to include a translation as well as a copy of the original. Each translated document must include (in English) the translator's:

- full name, address and telephone number
- qualifications and experience in the language they are translating from.

Submit your application at least 4 months before you travel

We suggest you apply for a visa at least 4 months before you want to travel to Australia, and book your flight after your visa has been granted.

Have enough money to support yourself during your stay

When you apply for your visa you must show you have enough money to support yourself during your stay in Australia. You will need to attach documents such as your most recent bank statement to your [ImmiAccount](#).

Include an invitation from friends or family

If you're planning to come to Australia to see family or friends, include a copy of a letter sent from them inviting you to visit.

Provide proof that you intend to return home

As part of your visa application you must include documents that prove you intend to return to your home country for work, family, study or other reasons. These documents could include:

- a current payslip
- a letter from your employer granting you leave from work
- a certificate of enrolment in education in your home country
- your children's birth certificates.

Complete your biometrics quickly

Once you have submitted your visa application, check your [ImmiAccount](#) regularly to see if you need to provide us with more information, such as biometric data (photos and fingerprints).



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If you have been asked for biometric data, you need to do this as soon as possible so your visa application is not delayed.

You may have to travel some distance to a nominated biometric collection centre. Start arranging to get your biometric data collected as soon as you receive the request.

Provide birth certificates and passports for applicants under 18

If you are applying for a visa for a family member who is under 18 years old, you need to include a copy of their birth certificate and passport, as well as a copy of both parents' passports.

If you're under 18 and travelling without both parents

If you are under 18 and you intend to travel by yourself or with only one parent, you must include [Form 1229 - Consent to grant an Australian visa to a child under the age of 18 years \(240KB PDF\)](#) with your application. Your parent/s or legal guardian must complete and sign Form 1229. You must also provide a copy of your parent/s or legal guardian's driver's licence or passport (or other form of identification with signature and photo).

If you are under 18 years old and you intend to travel without a parent or guardian and you will not be staying with a relative or travelling with an organised tour, you must include both of the forms below with your application:

- [Form 1229 - Consent to grant an Australian visa to a child under the age of 18 years \(240KB PDF\)](#). Your parent/s or legal guardian must complete and sign Form 1229. You must also provide a copy of your parent/s or legal guardian's driver's licence or passport (or other form of identification with signature and photo).
- [Form 1257 - Undertaking Declaration](#). This has to be completed and signed by the person nominated by your parent/s or legal guardian/s to provide accommodation and be responsible for you during your stay in Australia.

Submit one visa application for each person travelling to Australia

Submitting multiple visa applications for the same type of visa can slow the decision process. Submit one visa application per person travelling, including children.

Non-New Zealand citizens living in New Zealand: attach a copy of your current visa

If you are a non-New Zealand citizen living in New Zealand, you will be asked to provide information about the type of visa you hold in New Zealand. Attach a copy of your New Zealand visa to [ImmiAccount](#).

To help us process your application as quickly as possible:

- make sure you consent to receive electronic communications from us by entering your email address.
- check your inbox regularly for emails from us, including your junk mail.
- if another person helps you apply for your visa, the application must include your personal contact details. If your contact details change, update them in ImmiAccount so we can get in touch with you.



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- make sure you can access your own visa application. You can ask your family member, migration agent or lawyer to 'share' the application with you.
- keep your information secure, including your ImmiAccount password.
- after you submit your application check your ImmiAccount regularly. If you respond to our requests quickly, you will get a faster visa decision.

Visa processing times

Visa processing times are updated as new data becomes available. Our [visa processing times guide](#) can give you an indication of how long your visa application may take to process.

If you need help with your visa application

You can find detailed information at <https://immi.homeaffairs.gov.au>.

You can also:

- use a registered migration agent, a practising lawyer or someone else [authorised to provide immigration assistance](#).
- use the online visa assist services available in some countries from the Australian Government's service delivery partners, [VFS Global](#) and [CSRA](#).

More information

Find out more about the *Check Twice, Submit Once* campaign at: immi.homeaffairs.gov.au/check-twice-submit-once.