

TEMPORARY RESIDENTS PROGRAM

Fact sheet: Application process for visitor visas

Contents

This fact sheet contains information about the application process for a visitor visa (subclass 600, 601, 602, 651) to enrol in a NSW government school.

Introduction

Visitors who want their child to experience a local education while they are in Australia may apply to enrol their child in a NSW government school. The application must meet specific conditions of enrolment.

Conditions of enrolment for a visitor visa

- A child on a visitor visa must be living with their parent or living with a direct relative for the duration of their enrolment in a NSW government school. Homestay is not permitted.
- The enrolment period for a visitor visa holder must not exceed 13 school weeks. This is set by the Department of Home Affairs under visa condition 8201 (maximum 3 months study).
- The parent and child must not be part of an advertised tour program, or have an agency, or tour operator, arrange or assist with the enrolment application.
- The Temporary Residents Program is not for students who enrol in NSW government schools on an advertised tour. These students apply through the [Study Tours Program](#).
- The Temporary Residents Program is not for students who enrol in NSW government schools on an international student visa. These students apply through the [International Student Program](#).
- Visitor visa holders are not eligible to enrol in selective high schools, including agricultural high schools, the selective component of comprehensive high schools and Opportunity Classes (OC) in primary schools.
- Visitor visa holders are not eligible to enrol in an Intensive English Centre, or the Intensive English High School, or to receive English as an Additional Language/Dialect (EAL/D) support.
- Visitor visa holders must pay the application fee and tuition fee and are not eligible to apply for a low-income fee exemption.
- Visitor visa holders are not eligible to apply for a refund of the Temporary Residents Program application fee.
- Visitor visa holders are not eligible to apply for a refund of the Temporary Residents Program tuition fee. Exceptions apply if a school placement could not be made and the enrolment did not commence.

Living arrangements for children in the Temporary Residents Program

The NSW Department of Education requires all school-aged students who are under 18 years of age, and who hold a visitor or temporary resident visa, to live with their parent during any period of enrolment in a NSW government school. Homestay is not permitted under the Temporary Residents Program.

In the extenuating circumstance where a visitor visa child is not residing with the parent, the parent must nominate a relative/carer, who must be:

- a direct relative of the child (brother, sister, step-parent, step-brother, step-sister, grandparent, aunt, uncle, niece or nephew, step-grandparent, step-aunt, step-uncle, step-niece or step-nephew), and
- over 21 years of age and of good character, and
- able to provide appropriate care and supervision of the child.

Where the child is not living with their parent, a *Relative/carer nomination form* must be completed during the application process. Where the nominated relative/carer is a resident of Australia, they must supply their Working With Children Check (WWCC). To apply for a Working With Children Check visit <https://www.service.nsw.gov.au/transaction/apply-working-children-check>. Where the nominated relative/carer is not a resident of Australia, they must supply a copy of their passport and visa to the Temporary Residents Program.

Application process

Step 1 - Apply online

All temporary residents seeking to enrol in a NSW government school must lodge their application online to the Temporary Residents Program. The application process can commence once your child arrives in Australia and has an Australian residential address.

Please visit deiparent.det.nsw.edu.au/#/login to lodge your application through the NSW Government Schools - Online Application Portal. If you require technical support with the online application, call 1300 615 199. Support is available from 8.30am to 5.00pm Monday to Friday AEST (Sydney time) and is not accessible from outside of Australia.

Step 2 - Assessment

After you lodge your application online, the Temporary Residents Program will assess your application, validate your child's visa and issue a [tuition fee](#) invoice for payment where required. Check your email regularly for communication about the status of your application.

Step 3 - School placement

After the assessment stage is completed, you will be sent a school placement request via the Online Application Portal. The school placement provides you with the opportunity to select a school from your local catchment. If your local school does not accept short-term visitor visa applications, or is at capacity, or has no available place for your child, you will be offered an option to select schools outside your catchment.

Important note for school placements on a visitor visa:

- Visitor visa holder enrolments are subject to the agreement of the school principal. We recommend you first contact the school and ask if that school currently accepts short-term visitor visa enrolments. If the school indicates they do not accept short-term visitor visa enrolments, you may decide to contact another school. If you are still unable to find a school to accept a short-term visitor visa enrolment, you may cancel the application and request a refund of the unused tuition fee. The Temporary Residents Program is unable to locate a school on your behalf.
- Visitor visa holders are not eligible to enrol in selective high schools including agricultural high schools, the selective component of comprehensive high schools and Opportunity Classes (OC) in primary schools.
- Visitor visa holders are not eligible to enrol in an Intensive English Centre, or the Intensive English High School, or to receive English as an Additional Language/Dialect (EAL/D) support.

Step 4 - Arrange a meeting with the school

If the school indicates they will accept the placement, make an appointment for a meeting. On the day of the meeting, bring the passport for all family members and the visa for all family members. The school may also ask you to bring [evidence of your residential address](#) and evidence of your child's [immunisation status](#).

Step 5 - School accepts the placement request

After the school accepts the placement request, the Temporary Residents Program will issue an *Authority to Enrol* to the school. The *Authority to Enrol* provides the NSW government school with your child's enrolment start date. Your child cannot enrol in any NSW government school for any period unless an *Authority to Enrol* has been issued to the school by the Temporary Residents Program. Check your Online Application Portal regularly for communication about the status of your application and the next steps for enrolment.

Tuition fee for a visitor visa (subclass 600, 601, 651)

Visitor visa holders on subclass 600, 601, 651 pay the temporary resident application fee and tuition fee to enrol in a NSW government school. The fee structure is explained in the [tuition fee fact sheet](#) and the [Visa subclasses and enrolment conditions](#) document on our website.

Tuition fee for a visitor visa (subclass 602)

Visitor visa holders on subclass 602 (Medical treatment visa) are exempt from the temporary resident application fee and tuition fee. The fee structure is explained in the [tuition fee fact sheet](#) and the [Visa subclasses and enrolment conditions](#) document on our website.

Need more information

To find out more about the Temporary Residents Program, please visit deinternational.nsw.edu.au/trp or call our Customer Service Team on 1300 300 229 (then option 1). To find out more about going to a NSW government school, please visit education.nsw.gov.au/public=schools/going-to-a-public-school.

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Relative/carer nomination form

The New South Wales Department of Education requires all school-aged students who are less than 18 years of age and who hold a subordinate visitor or temporary resident visa based on a parent's principal visa and who are seeking enrolment in a NSW government school, must reside with the parent during any period of enrolment, except in the most extenuating circumstances acknowledged by the NSW Department of Education.

In cases where the department has acknowledged the most extenuating circumstances, or for those prospective students who are under 18 years of age and hold a principal visitor visa, a parent must nominate a carer who is a relative and over 21 years of age as proscribed by the Department of Home Affairs, and of good character, and able to provide appropriate care and supervision of the student. The relative/carer may be a brother, sister, step-parent, step-brother, step-sister, grandparent, aunt, uncle, niece or nephew, step-grandparent, step-aunt, step-uncle, step-niece or step-nephew.

Where the nominated relative/carer is a resident of Australia, they must supply a copy of their Working With Children Check to the Temporary Residents Program. Where the nominated relative/carer is not a resident of Australia, they must supply a copy of their passport and visa to the Temporary Residents Program.

Conditions if a child is living with a relative who will be the carer

The relative/carer must accept the following conditions:

- Maintain regular contact with the student and liaise with the school and parent.
- Ensure the student attends the school regularly and punctually.
- Notify the school and the Temporary Residents Program in writing of any change of residential address or change of visa status within seven days.
- Contact the parent and the school in the case of accident, serious illness or medical emergency.
- Assist the student to seek any necessary medical attention and ensure a medical certificate is obtained in the case of absence.
- Inform the parent promptly in the event of any problems, discuss solutions with parent and act promptly on their advice.
- Write to, or telephone the school to ask for leave for the student for medical or any other appointment, specifying the dates and times of absence.
- Liaise with the school concerning behaviour, conduct or any issues that may affect the student's progress.
- Attend school meetings such as parent/teacher interviews, subject selection meetings and other school meetings deemed necessary by the school principal on behalf of the parent.
- Assist the student to understand school policies and visa requirements and abide by them.

The parent and relative/carer must sign the *Relative/carer nomination form*.

The parent and relative/carer must retain a copy of this document for their records.

Relative/carer nomination form

Please print details in English and return to the Temporary Residents Program.

Parent declaration

I _____ am the mother father
full name of parent

of _____ with date of birth _____
full name of child dd/mm/yy

appoint _____ as carer of my child,
full name of relative/carer

whose relationship with my child is a brother, sister, step-parent, step-brother,
 step-sister, grandparent, aunt, uncle, niece or nephew, step-grandparent, step-
 aunt, step-uncle, step-niece, step-nephew

Parent address: _____

Parent telephone: _____

Parent email: _____

Parent signature: _____

Date of declaration: _____
dd/mm/yy

Relative/carer declaration

I _____ as _____
full name of relative/carer relationship to child

agree to act as carer for _____
full name of child

Carer date of birth: _____ Carer age: _____
dd/mm/yy years

Residency status: _____
temporary resident / permanent resident / Australian citizen

Arrived in Australia: _____ (if carer was born in Australia, use carer's date of birth)
dd/mm/yy

Carer address: _____

Carer telephone: _____

Carer email: _____

I accept all responsibility as the relative/carer and agree to fulfil all required conditions.

Carer signature: _____

Date of declaration: _____
dd/mm/yy

**If the carer is a resident of Australia, supply a copy of their Working With Children Check.
 If the carer is not a resident of Australia, supply a copy of their passport and visa.**