

Nanomaterials Centre - The University of Queensland
INFORMATION REQUIRED FOR OBTAINING A DEPARTMENT OF IMMIGRATION VISA
TO VISIT THE UNIVERSITY OF QUEENSLAND AS AN OCCUPATIONAL TRAINEE

	REQUEST	PROVIDED (for office use – do not complete this column)
1.	Occupational Trainee's Christian (given) name/s:	
2.	Occupational Trainee's Surname (family) name:	
3.	Date of Birth:	
4.	Occupational Trainee's Overseas address:	
5.	Overseas Telephone Number:	
6.	Email Address:	
7.	Facsimile Number: This is important so we can forward information to you quickly.	
8.	Gender:	
9.	Country of Citizenship:	
10.	Names of any family members accompanying nominee:	
11.	Name of Institution where you are presently studying:	
12.	Qualifications:	
13.	Include Curriculum Vitae (fax or send as email attachment).	
14.	Include a copy of Passport showing name and relevant details. (PLEASE FAX OR EMAIL A SCANNED VERSION of this information to us so we have an exact copy of your personal details for information).	
15.	Desired start and end dates of your proposed visit: (These dates need to be sufficient to enable the required period of study to be undertaken and allow flexibility in relation to travel needs. We require your traineeship to last at least six (6) months.)	

16.	Provide evidence of financial stability (fax or send as email attachment). (Evidence is required of your ability to support yourself financially for the duration of your stay in Australia, either by provision of bank statements, confirmation of financial support from your home University, or a letter of guarantee from parents or family members.)	
17.	Include a Letter of Support from your University (fax or send as email attachment). (Your University must endorse your activities during your period of stay as being relevant to your coursework and the objective of the proposed training should be stated.)	
18.	<p>Before you arrive in Australia it will be necessary for you to have the following vaccinations before you can work in our labs:</p> <ul style="list-style-type: none"> • Tetanus (Necessary – please give date); • Hepatitis B (Necessary – please give date); • Hepatitis A (Necessary – please give date); <p>Advise if you have had the following vaccinations. If necessary these can be administered when you arrive:</p> <ul style="list-style-type: none"> • Polio (Please advise date if you have been vaccinated); • Q-Fever (Necessary if working near animals, but can be administered once you are here if the project is such that you would need it). 	
	<p>The Department of Immigration and Multicultural and Indigenous Affairs (DIMIA) requires Visiting Academic or Occupational Trainees who are not from an English speaking country to provide evidence that their command of English is sufficient to undertake all aspects of the research program and to comply with Occupational Health and Safety requirements. Such evidence may include the following (fax this information or send it as email attachment):</p> <ul style="list-style-type: none"> • Evidence showing that the applicant has completed at least 5 consecutive years at a school in which classes were primarily taught in English. • Applicant has passed IELTS, TOEFL, OETS exams (please indicate which test you have passed and your score). • Other (please specify). • If you are undertaking an ELICOS course or other English language course, please specify education provider and dates of course. 	

IMPORTANT:

We cannot begin to process any documentation until we receive all of the above information. PLEASE forward as soon as possible.

If you have any queries please contact:

Ms Sharon Mathiesen
Tel: +61 7 3346 3883
Fax: +61 7 3346 3973
Email: s.mathiesen@uq.edu.au

Thank you – we look forward to welcoming you in our team!