

## Welfare Arrangement Form

This form is to be signed by the parents/legal custodian of international students under the age of 18 years who will attend William Angliss Institute to confirm that appropriate arrangements have been made for the student's accommodation, support and general welfare during their stay in Australia.

### Section 1: Student personal details

WAI Student ID number:	
Family Name:	Given Name:
Date of Birth: / /	Email:
Passport number:	Nationality (as per passport):
Course Name:	
Course Start Date:	

### Section 2: To be completed by parents or legal custodian

Please tick one of the following boxes to confirm your choice of Australian guardianship arrangements:

<input type="checkbox"/>	<p><b>Option 1</b> - Live in Australia with their parent(s) or legal custodian on a Student Guardian Visa (Subclass 580)</p> <p><b>Complete Section 3 – Part 1</b></p>
<input type="checkbox"/>	<p><b>Option 2</b> - Live in Australia with a suitable relative nominated by parent or legal custodian and approved by the Department of Home Affairs (DHA)</p> <p><b>Complete section 3 – Part 2</b></p>
<input type="checkbox"/>	<p><b>Option 3</b> - Live in Australia under a welfare arrangement approved by the Institute. The parent or legal custodian is required to nominate one of the Welfare Providers and one of the approved accommodation options.</p> <p><b>Complete section 3 – Part 3</b></p>

## Section 3: To be completed by parent or legal custodian

**Part 1** - Live in Australia with their parent or legal custodian on a Student Guardian Visa (Subclass 580). Please provide Full name of parent or legal custodian

Family Name:	Given Name:
Relationship with student:	

Original or certificated documents to be submitted with this form:

- The identification page of passport

WAI is not required to issue a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter in this scenario.

**Part 2** - Live in Australia with a suitable nominated relative approved by their parent or legal custodian.

A suitable relative as defined by DHA as a person who is: a grandparent, brother, sister, aunt, uncle, niece or nephew, or a step-grandparent, stepbrother, step-sister, step-aunt, step-uncle, step-niece or step-nephew. The person must also be over 21 years of age.

Nominated Relative	
Family Name:	Given Name:
Relationship with student:	
Passport number:	Nationality (as per passport):
Email:	
Telephone:	

Original or certified documents to be submitted with this form:

- The identification page of passport
- Copy of visa (if applicable) to show that the nominated relative is eligible to remain in Australia until the student turns 18
- Proof of relationship with student
- Copy of an Australian National Policy check and Working with Children Check
- Accommodation Arrangement Form

It is the nominated relative's responsibility to inform WAI of any changes to the approved/existing welfare arrangements.

WAI is not required to issue a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter in this scenario.

**Part 3** - Live in Australia under a welfare and accommodation arrangement approved by the Institute. The parent or legal custodian is required to nominate one of the approved welfare providers and an approved arrangement option.

<input type="checkbox"/> A&J Student Care Services: www.guardians4student.com.au
<input type="checkbox"/> ISA Guardian & Welfare Services www.studentguardians.com/

Please specify duration of welfare arrangement:

From:	(dd/mm/yyyy)	To:	(dd/mm/yyyy)
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Maximum of 14 days days prior to the commencement of Orientation and Enrolment and will conclude 7 days after the end date of the course or the day when the student turns 18, whichever date is the earliest.

Original or certified documents to be submitted with this form:

- The identification page the nominated welfare company staff's passport
- Proof that the nominated staff is over 21 years of age
- Proof that the nominated staff is eligible to remain in Australia until the student turns 18
- Copy of an Australian National Policy check and Working with Children Check
- Letter of Confirmation for Welfare arrangement with the Welfare Provider

### **Confirmation of Appropriate Accommodation and Welfare (CAAW) letter**

WAI will approve and sign a Confirmation of Appropriate Accommodation and Welfare (CAAW) Letter and COE to obtain a student visa.

WAI will only issue a CAAW and a Confirmation of Enrolment (COE) on the condition that the student:

1. Provides William Angliss Institute with all required documents
2. Inform, consult and contact the Angliss International Office of any changes to the approved accommodation and welfare arrangements.
3. Attends weekly meetings with an International Officer for the first month and fortnightly meetings thereafter until the student has completed the course or until the student turns 18 years of age.
4. Attends the scheduled meetings with the nominated staff of the Welfare Provider until the student turns 18 years of age

WAI will withdraw the CAAW for the student if the student does not maintain the arrangements agreed upon. Withdrawal of the CAAW may result in cancellation of the student visa.

## Section 4: Declaration

I / We, the undersigned, being the parent(s)/legal custodian (s) of the above student understand and accept that:

- I. The welfare arrangements on this form are for the period until the student turns 18 and cannot be changed without prior consent from WAI.
- II. Any changes to arrangements will need a new form to be signed by the parent(s) or legal custodian.
- III. The Welfare for International Students Under the Age of 18 Policy and Producers of WAI must be adhered to.
- IV. I give permission to WAI to release information regarding the student's contact details, academic performance and results and attendance to inform the guardian of their progress and to the Australian Government to ensure that they are meeting their visa conditions.
- V. I have provided certified copy of the identification page and signature page of our passports.**

Signature of father / legal custodian		Date	
Name of father / legal custodian		Date	
Signature of mother / legal custodian		Date	
Name of mother / legal custodian		Date	

**Declaration For Option 3** – Live in Australia under a welfare arrangement approved by the Institute through one of the Welfare Service Providers approved by the Institute:

I confirm that I accept the responsibility to act as the welfare provider of the nominated student for the duration stated in Part 3. I will be responsible for the delivery of the welfare services to the international student under the age of 18 as per the Welfare Service Agreement.

Nam of nominated welfare provider representative:		Date	
Signature of nominated welfare provider representative:		Date	