



*Australian Immigration  
and Trade Services  
Ltd Liability Co.*

## **Instructions to apply for an eStudent Visa**

All applicants studying in Australia for more than 3 months must apply for an eStudent Visa unless they are holders of an Australian or New Zealand passport. Applicants who intend to study for less than 3 months are also eligible to apply for a tourist visa.

eStudent Visa applicants must be enrolled in a full-time course at an Australian school/educational institution that is registered with the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) and hold a Confirmation of Enrolment (CoE) for each registered course of study in Australia. Educational institutions generally issue a CoE upon receipt of payment of their tuition fee.

All eStudent Visa applicants are required to declare sufficient funds to cover travel expenses, living costs (note annual living costs are AUD\$21,041) and course fee/s available for the duration of their stay in Australia.

eStudent Visa applicants must hold compulsory Overseas Student Health Cover (OSHC) for the duration of the visa validity or the visa stay period may be limited to the OSHC end date. An eStudent Visa holder cannot arrive in Australia until the OSHC start date.

Applicants for this eStudent Visa must be outside of Australia at time of lodgment by our office.

### **eStudent Visa holders are generally permitted to:**

- travel to, and enter Australia on multiple occasions from date of visa grant until date of visa expiry; and
- work in Australia for up to 40 hours per fortnight whilst their course is in session, and full-time during official course breaks.

The validity of an eStudent Visa is determined by the duration of the course. Generally, eStudent Visas are valid for at least one month following the completion of study (as stated on the CoE). For further information, please refer to our frequently asked questions - <http://www.aits.ch/frequently-asked-questions/>

An applicant's risk rating is determined by country of citizenship and education provider. An applicant's risk rating will determine the range of supporting documents required to apply for an eStudent Visa.

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### **How to apply for an eStudent Visa**

Provide scanned colour copies of original documents, forms and information by email only to [info@aits.ch](mailto:info@aits.ch). Hard copies of documents, forms and information cannot be submitted as hard copies to our postal address. Email colour scans of supporting documents that meet size/format restrictions (maximum file size 5MB/file format pdf, jpg):

#### **1. Completed and signed "Application for a student visa" (Form 157A)**

Payment details: Visa Application Charge (Home Affairs) is AUD\$630.- plus credit card surcharge

Please provide your credit card details at Q111 including CVC (3 digits) on reverse side of credit card

**Your financial institution may send you a security authorisation code to the card holder's registered telephone no which our office will need to proceed with lodgment of your visa application**



**2. Completed and signed "Appointment of a registered migration agent" (Form 956)** Complete Q13 and sign declaration at Q24

**3. Proof of payment:** Payment of the standard service fee of **Sfr450.-** per application by **ebanking** to **PostFinance account 60-357890-1, IBAN CH41 0900 0000 6035 7890 1** in favour of AITS clients' account, CH-3852 Ringgenberg BE. Proof of payment (Empfangsschein/ Récépissé/ Ricevuta) or e-banking debit receipt (Zahlungsbestätigung/ attestation de paiement/ conferma de pagamento) must be provided with your application

**4. Scanned colour copy of your original passport page(s) showing identity, validity, date, place of issue and signature** Your passport must be valid for the length of your intended stay in Australia. If you hold other passport/s, provide scanned colour copy of other passport page(s) showing identity, validity, date, place of issue and signature

**5. Scanned colour copy of valid residency permit (e.g. Swiss residency permit B/C)** (if any) valid for at least 3 months after your scheduled return from Australia. Should you hold a residency permit that will expire (eg Swiss Residency Permit B), provide a letter from the relevant authority confirming your eligibility to apply for a further residency permit

**6. COVID-19 Vaccination Certificate** Australia considers you to be fully vaccinated if you have completed a course of a Therapeutic Goods Administration (TGA) approved or recognised vaccine.

**7. Confirmation of Enrolment (CoE)** for each registered course issued by your Australian education provider/institution

**8. Genuine temporary entrant (attached)** Signed and dated statement (in English) outlining your personal circumstances, the value of studying in Australia to your future, your intentions to stay in Australia temporarily, strong reasons to return to your home country upon completing your studies in Australia

**9. Form 157A, Q81 –Countries Visited and Visa History**

Insert all date/s of visits to all countries outside of your home country eg Switzerland for the past 10 years irrespective of labels/stamps in current or previous passports.

It is sufficient to advise month/year of arrival and month/year of departure.

We recommend that you include reference to short and perhaps frequent visits to Switzerland's neighbouring countries (Germany, France, Italy). It is acceptable to summarize frequency of your visits

Example: holiday visits to Italy in July 2009, Sept 2010 and April 2018

Please provide details of all visa/s for Australia or any other country held by you now or in the past

**10. Bank account statement/s** that show sufficient funds to cover travel expenses, living costs (note annual living costs are AUD\$21.041) and course fee/s available for the duration of stay. Bank account statements should clearly identify name and address of the bank and account holder, show all transactions for the past 3 months and the final balance of the account/s

**11. Evidence of pre-paid fees** for your return flight, tuition fee, home-stay fee and/or letter of offer from travel/education agent identifying fees (if available)

**12. Your curriculum vitae/resume** (if available)

**13. Evidence of change of name** If you have changed your name, document/s verifying the name change (marriage certificate, deed poll)

**14. Copy of your flight details** (if available) or a short note advising when you intend to leave your home country for Australia



### **Additional documentation may be required in the following circumstances:**

- **Low risk rating applicants based upon citizenship and education provider.** Streamlined evidentiary requirements will generally apply to low risk rating applicants. Additional information may be requested by our office or the Department of Home Affairs (Home Affairs) to demonstrate an applicant's financial capacity and English language proficiency or other aspects. An additional service fee will apply if an applicant is requested by our office or Home Affairs to submit evidence to meet visa criteria
- **Higher risk rating applicants based upon citizenship and education provider.** Higher risk rating applicants will generally be required to submit evidence of financial capacity and English language proficiency level. Please note that it may take longer to finalize visa applications of higher risk rating applicants and an additional service fee will apply
- **Applications for applicants under 18 years of age** require additional supporting documents and an additional service fee will apply. Please refer to the **eStudent Visa (Under 18)** tab on [www.aits.ch](http://www.aits.ch)
- **Applications including dependent family unit members.** It may be possible for an eStudent Visa applicant to include family unit members (married partner, de-facto partner and/or minor children) in a combined eStudent visa application. Additional documents are required and an additional service fee will apply
- **Health testing with a panel doctor** may be required. Should Home Affairs require you to complete health testing with a panel doctor, we shall provide you with further instructions on how to proceed. It may take longer to finalise visa applications where health testing is required and an additional service fee will apply
- **Genuine Temporary Entrant requirement** Home Affairs will assess the individual circumstances of your visa application to determine whether a temporary stay in Australia is intended and whether your proposed course of study is relevant to past education/employment and future career prospects in your home country. eStudent Visa applicants may be required by our office or Home Affairs to submit additional documents / statement to demonstrate personal circumstances in your home country, potential circumstances in Australia, the value of the course to your future and your immigration history. Should you require our assistance to prepare satisfactory and consistent supporting documents/statement, an additional service fee will apply. If Home Affairs request additional documents and/or in the event of non-routine processing, an additional service fee will apply. Please note that it may take longer to finalize visa applications where additional information is requested

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Home Affairs's global visa processing times indicate varying processing times (52 days – 7 mths).

Actual processing times of your application may vary depending on a range of factors including whether your application is complete, checking by external parties if required (health, character, national security), how promptly you submit additional information (if requested), surges in demand and peak periods . An application for an eStudent Visa can be lodged 4 months prior to commencement of a course Please apply well before your proposed travel date. You should not finalise your flight arrangements until your visa has been approved.

An eStudent Visa will be linked electronically to the passport that you provide with your application. You must use the same passport to travel to Australia. Once an eStudent Visa is granted, it is generally not possible to enroll in a new course with a different duration and/or level of qualification or to change your education provider.

Should your eStudent Visa application be approved by Home Affairs, you will receive a written notification of grant letter from our office. We incur no liability for financial loss or otherwise if eStudent Visa processing is delayed or your visa application is refused.

See our Terms of Service at [www.aits.ch](http://www.aits.ch) for full details of supply and limitations of service, refund policy and disclaimer of liability in relation to your visa application together with links to Code of Conduct and Consumer Guide of the Office of the Migration Agents Registration Authority (MARA).

