

This checklist was created in response to the changes made by the Australian High Commission (AHC) regarding the length of the GTE statement and to allow for a clean assessment process to help all stakeholders in the student and visa application process.

The document is split into separate sections to align with the changes made by the Australian High Commission (AHC) regarding the length of the GTE statement and to allow for an easier assessment process for the agent, provider and visa officer.

## HOW TO USE THIS DOCUMENT

You must complete all sections of this document before submitting it with your application. This document must be submitted as part of the application for the provider and as the GTE statement for the visa application

### 1. GTE STATEMENT

Your GTE statement has a word limit of 300 words (2000 characters), please do not go over this limit. You must explain that:

- You are genuinely coming to Australia to study and not for any other reason
- You will only be residing in Australia for the time allowed on your visa (and not overstaying)

Please focus on your ties (financial, family and social) to your home country, your potential future employment and why education in your home country is not the right choice for you.

Before filling out this form, please read the information provided in the links below:

- [Change to student visa application: GTE statement length](#)
- [Genuine temporary entrant requirement](#)

### 2. SUPPORTING INFORMATION

Your supporting information must be true information that can be proven by providing supporting documents. For example, if you list a period of employment, you must be able to prove this employment is genuine with supporting documents. If you cannot prove the employment is genuine, you must not list it in the supporting information.

### 3. FINANCIAL

The financial section is broken into two sections:

- The costs you need to be able to show as part of your visa application
- Your source of funding

You need to work out the total costs you need to show as part of your visa application using the table. Once you have completed this information you need to provide the source of funding and supporting evidence. You need to make sure the evidence of funds covers the total costs you need to show.

### 4. DOCUMENT CHECKLIST

The document checklist should be updated to reflect your GTE statement and supporting information. If you make mention of employment, the proof of employment documents should be listed in the document checklist.

You must check that you have included all documents mentioned in the document checklist.

### 5. DECLARATIONS

There are two declarations. One for you (the student) and one for your agent. Before signing the declaration, you must read it and be certain you have completed everything you are agreeing to in the declaration.

# GTE CHECKLIST



**VICTORIA  
UNIVERSITY**



In partnership with the Education Centre of Australia, Victoria University delivers higher education programs in Sydney and Brisbane.

STUDENT NAME:

DATE OF BIRTH:	GENDER:	Female	Male	Other
COURSE:	INTAKE DATE:			
AGENCY:				
CAMPUS:	Sydney	Brisbane		

## GTE STATEMENT

Please type your GTE statement in this section.

You must check the word count before you submit this document as it will not be accepted by the admissions team if it is over the 300-word count.

## SUPPORTING INFORMATION

1. Please list all activity from year 10 until today's date. This includes all study, employment and other activity. You must be able to provide supporting documents for any activity you list here.

ACTIVITY	START DATE	END DATE
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2. Please list all family members and close friends in Australia

NAME	RELATIONSHIP	VISA TYPE	CITY OF RESIDENCY
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3. What is your marital status?

Date of relationship:

4. Do you have any children?

If yes, how many children:

5. Will your partner and/or child(ren) be joining you in Australia?

No

Yes

NA

# GTE CHECKLIST



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6. What will your partner and/or child(ren) be doing while you are studying? (If you do not have a spouse or children, write NA)

7. Have you, your partner and/or child(ren) been refused entry to any country?\*

No Yes NA

8. Have you, your partner and/or child(ren) ever breached or overstayed a visa?\*

No Yes NA

9. Have you, your partner and/or child(ren) had a visa denied, cancelled or been deported?\*

No Yes NA

\* if you answered yes to any of these questions, please provide documents at add them to the document checklist

## FINANCIAL

Use the table below to work out how much money you need to show before you are eligible for a full offer.

EXPENSES	REQUIRED FOR	AMOUNT NEEDED (AUD)	ESTIMATED AMOUNT (PLEASE COMPLETE)
TRAVEL	Applicant	Return airfare to Australia	AUD
	Family member(s)	Return airfare to Australia (each family member travelling)	AUD
TUITION	Applicant	Tuition fees for 12 months	AUD
	School aged child(ren)	AUD8,296.00 per school aged child	AUD
LIVING COSTS	Applicant	AUD24,505.00 per year	AUD
	Spouse/partner	AUD7,362.00 per year	AUD
	Child	AUD3,152.00 per year	AUD
TOTAL COSTS			AUD

10. How will you fund your studies while you are in Australia?

Based your funding type, please provide the relevant documents. Please translate all documents.

### Self-funded, sponsored (private) or government/corporate sponsor

DOCUMENT	COUNTRY OF ISSUE	INSTITUTION	DATE OF ISSUE	AMOUNT (LOCAL \$)	AMOUNT (AUD)
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### Bank loan

DOCUMENT	COUNTRY OF ISSUE	INSTITUTION	DATE OF ISSUE	AMOUNT (LOCAL \$)	AMOUNT (AUD)
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I declare that:

1. I intend to stay in Australia temporarily
2. I answered all questions in my own words
3. The GTE statement is written in my own words
4. I am able to provide financial documents on request to substantiate my statements
5. The information I have provided is true and genuine
6. I confirm that I am intentionally applying and want to be considered for a course at Victoria University. If I am under 18 years of age, I have obtained my parent/guardian permission to submit this application.
7. I declare that the information and supporting documentation provided is true and complete.
8. I authorise the University to seek verification of my academic and professional qualifications, work experience, and any other documentation provided to support my application.
9. I give consent to Victoria University to inform other tertiary institutions and relevant regulatory agencies if any of the material presented to support my application is found to be false.
10. I give consent to Victoria University to inform other tertiary institutions and relevant regulatory agencies if any of the material presented to support my application is found to be false.
11. I acknowledge that Victoria University reserves the right to reject my application for admissions if its continuation may, in the opinion of the University, place the University in breach of any applicable policy and/or the law.
12. I understand that the University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made based on incorrect, incomplete, or fraudulent information.
13. I acknowledge that the information I provide to the University may be made available to Australian and State Government agencies according to obligations under the ESOS Act 2000 and the National Code 2007.
14. I authorise Victoria University to contact me using the details I have provided in the application to obtain further relevant documentation to support my application and/or inform me of the progress of my application.
15. I acknowledge that the University reserves the right to alter any course, subject, admission requirement, or fee without notice.
16. I declare that I am a Genuine Temporary Entrant (GTE) and a Genuine Student and that I have read and understood the conditions concerning these requirements as defined on the Department of Home Affairs website. I understand that if the University forms the opinion that I am not a Genuine Temporary Entrant it may refuse to assess my application, withdraw an offer of a place or cancel my confirmation of enrolment (COE).

I have read, understood, and agree to be bound by the University's refund policy and conditions. This policy is available upon request or at [www.vu.edu.au/courses/fees-assistance/refunds/international-refunds](http://www.vu.edu.au/courses/fees-assistance/refunds/international-refunds).

**STUDENT NAME:**

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**STUDENT SIGNATURE:**

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**SIGNATURE OF PARENT (IF UNDER 18 YEARS OLD):**

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**DATE:**

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## AGENT DECLARATION

I declare that:

1. The answers were written by the student in their own words
2. The GTE statement was written by the student in their own words
3. I have reviewed this document and identified all supporting documents that need to be included. These have been listed in the document checklist section
4. I have seen all documents mentioned in the checklist and verify they are genuine
5. I am satisfied the student meets the financial requirements for their visa application and am able to provide financial documents on request to substantiate my statements
6. I confirm this is the Statement of Purpose that will be submitted as part of the student visa application

**NAME:**

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**SIGNATURE:**

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**DATE:**

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