



## Information for Overseas Appointees

This is a brief outline to answer some queries you may have regarding your appointment and, in particular, obtaining a valid visa and details relating to health and transfer provisions, that will facilitate your arrival in Adelaide.

### Visas

The University of Adelaide will undertake to sponsor you and any family members who accompany you, if applicable, as part of your full-time offer of appointment. Once Human Resources receive your written acceptance of appointment, the sponsorship process is commenced and details are lodged with our Department of Immigration and Citizenship (DIAC) Officer. DIAC have advised that seeking sponsorship approval can take up to 8 weeks. Our office will receive written notification, once your sponsorship has been approved.

Applications for a temporary visa, which is sponsored by the University of Adelaide, **must be lodged in Australia**, either by using electronic lodgement via [http://www.immi.gov.au/e\\_visa/business.htm](http://www.immi.gov.au/e_visa/business.htm) or on a paper form (by mail or by courier) whether you are in Australia or overseas. If you do not have access to the internet you will be able to submit the paper form, but it must be forwarded to an office in Australia for processing. Please note that electronic lodgement of applications will be the faster option in terms of processing.

### Types of Visas

The University uses Business Visa (sub-class 457) when sponsoring new appointees.

This visa is temporary as it is a requirement of DIAC that we sponsor all new appointees initially on a temporary visa regardless of the length and type of employment contract. Once the probationary period is confirmed (normally six months) the University can sponsor you for permanent residency, but to apply successfully you will need a minimum of two years left on your temporary contract of employment.

### Transfer Provisions

Transfer provisions exist for both tenurable and fixed-term academic appointees coming from overseas or interstate. For the specific allowance, please refer to the enclosed transfer provisions applicable to your employment with the University. If you require further financial assistance, other than your entitlement, you will need to negotiate this with your School/Area. Human Resources are unable to negotiate on your behalf for any additional support.

## Health Insurance

Whether your position is tenurable or fixed-term, you will pay the (non-refundable) Medicare Levy as you will be taxed through our Payroll system even though you are not entitled to Medicare benefits. However it has recently been approved that Faculties (or their Schools/Area) provide assistance with private health insurance costs in the way of a loading, which covers at least half the cost of health insurance for all new appointees on a temporary residency visa. It is only payable to new appointees who are not eligible for Medicare coverage or alternate health insurance cover through reciprocal agreements between Australia and their country of residency. In addition, proof that you hold a current health insurance policy must be provided to Human Resources before any payment can be initiated.

## Permanent Residency

As mentioned previously, once you have had your initial probationary period confirmed, the University is then able to sponsor you under the Regional Sponsored Migration Scheme for permanent residency. Once you have been notified of sponsorship approval you can then lodge your visa application. Please note that there is a lodgement fee of approximately \$1,795.00 (current cost) if the application is lodged in Australia. Another important point to keep in mind is the validity of medical and police records. You would have had to complete these as a requirement of your temporary visa application and they usually remain valid for a period of 12 months, (this may vary depending where you lodged your temporary visa application). It is not compulsory to apply for permanent residency but you may wish do this sooner, rather than later, to minimise further costs.

## Forms

- Form 1066 is required for a Business Visa;
- Form 47ES is required for permanent residency under the Regional Sponsored Migration Scheme;
- Form 990i itemises DIAC charges;

All forms can be downloaded from the DIAC web page at <http://www.immi.gov.au/allforms/index.htm>

We hope you find this information useful and please don't hesitate to contact Human Resources if you require additional information with regard to your appointment.

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