

SPONSORSHIP FOR PERMANENT RESIDENCY

NOMINATION FOR PERMANENT RESIDENCY FORM

PLEASE COMPLETE AND FORWARD TO:

visa@adelaide.edu.au
HUMAN RESOURCES BRANCH
DIVISION OF SERVICES AND RESOURCES



This form is to be used by a staff member that would like the University to nominate (sponsor) them for Australian permanent residency (RSMS subclass 187). If the nomination is approved, this will enable the staff member to make an application for permanent residency. The University has no responsibility or involvement in the application for permanent residency.

IMPORTANT – Please read first before completing.

- To be eligible to request a nomination for permanent residency under the **Direct Entry Stream** (less than 2 years of completed employment in the current position) the staff member must:
 - currently hold a temporary working visa (457 sponsored by the University of Adelaide or other);
 - have at least three (3) years remaining on their contract of employment;
 - remain employed with the University of Adelaide for a minimum of two years, full time from the visa grant date;
 - have passed their probation period (not applicable to continuing academic staff members); and
 - have completed all information and authorisations requested within this form. If incomplete, the nomination will NOT be processed.
- To be eligible for the **Temporary Residency Transition Stream** (greater than 2 years of completed employment) the staff member must also:
 - have been employed in your current position for two (2) years on a full time basis on a University sponsored 457 visa.
- When the form has been completed and authorised please send to visa@adelaide.edu.au along with supporting documentation.
- When requesting a nomination for permanent residency under the **Direct Entry Stream**, a position description/role statement must be provided by the Head of School, even for Academic positions.
- Refer to <http://www.adelaide.edu.au/hr/recruitment/visa/> for standard processing timeframes and further information regarding supporting documentation.

STAFF MEMBER DETAILS (PLEASE USE BLOCK CAPITALS)

Staff ID: _____ School/Branch: Work phone:.....
Title: Family name:..... Given names (in full):

STAFF MEMBER TO COMPLETE

What is your current position in the University?	
What HEO Level or Academic Level are you employed at?	
Is your current contract - Fixed Term or Continuing?	
What is the expiry date of your contract (if applicable)?	
What visa are you currently on?	
What is the expiry date of your current visa?	
Do you have a partner to be included in this nomination? (If yes, please attach current passport identification page)	
Do you have dependents that we need to include on this nomination? (If yes, please attach current passport identification page(s))	

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PLEASE FORWARD TO YOUR HEAD OF SCHOOL/BRANCH MANAGER TO COMPLETE

*** IMPORTANT:**

1. *If you have worked at the University of Adelaide for two (2) or more years in your current position, do NOT complete this section. However, Head of School/Branch Manager authorisation is still required.*
2. *The information requested below is required by Immigration SA and will be used in a letter of support from the University to complete and lodge the nomination. If incomplete, a nomination cannot be lodged.*

Was this position advertised? Yes / No

If Yes, please provide details of where this position was advertised, including locally and internationally:

If No, please provide an explanation of why this candidate was appointed:

Please outline why this person was appointed:

AUTHORISATION

Head of School/Branch Manager

The (area)..... supports (employee's name)..... in their request to be sponsored for their permanent residency visa by the University of Adelaide.

Name (please print):.....

Signature:..... Date:.....

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AUTHORISATION

Staff member

I request that the University lodge a nomination for a permanent residency visa (RSMS subclass 187).

I accept and acknowledge that:

- the standard processing times for the nomination request are located at <http://www.adelaide.edu.au/hr/recruitment/visa/> and are a guide only;
- Human Resources requires approximately six (6) weeks to lodge a nomination for permanent residency from the date this form and all supporting documentation is received;
- the University does not guarantee the processing times for the nomination request and will not be accountable in the event that there is delay on the part of the University or other;
- this form only relates to nomination for permanent residency;
- the University is not responsible for my application for permanent residency or the associated costs and processing times;
- approval of the nomination is no indication that my application for permanent residency will be granted;
- **I have a responsibility to inform Human Resources when my permanent residency is granted;**
- **I have a responsibility remain employed with the University of Adelaide for a minimum of two years at full time from the visa grant date;**
- **I have a responsibility to inform DIBP of any changes to my employment status with the University of Adelaide within the first two years of the Permanent Residency visa being granted.**

Signature: Date: