

GTE Checklist Form



THE UNIVERSITY OF
NEWCASTLE
AUSTRALIA

(This form is to be completed by a University of Newcastle representative)

This form is for use alongside international student applications to the University of Newcastle for applicants who are required by Australian law to meet the Department of Home Affairs' Genuine Temporary Entrant (GTE) requirement set out in [Ministerial Direction 69](#) which is a key legislative provision and integrity measure in the assessment of student visa applications.

Representatives of the University of Newcastle are responsible for checking and verifying applicants' GTE status as part of the application process. Please complete in full, sign the declaration and submit this form to IA@newcastle.edu.au.

SECTION 1 – AGENT DETAILS	
Name of Representative	
Location (Region/Country)	

SECTION 2 – APPLICANT DETAILS				
Family Name <i>(as in passport)</i>				
Given Names <i>(as in passport)</i>				
Date of Birth <i>(DD/MM/YYYY)</i>	Gender	Male	Female	Other
Country of Citizenship	Student ID <i>(if applicable)</i>			

SECTION 2 – PROGRAM INFORMATION				
Program Applied For				
Intake <i>e.g. Tri 2 2020, Sem 1 2021</i>	Campus	Newcastle (Callaghan/City)	Sydney	Central Coast

SECTION 3 – GTE CHECKLIST		
A) APPLICATION	YES	NO
Has the applicant been advised of their program of study details, including content, duration, tuition fees, campus location, and career opportunities on completion of the program?		
Have original or certified documents been provided, checked and verified?		
Have academic documents for all relevant study (including current study) undertaken been provided?		
Has the applicant ever been excluded from another institution? <i>If yes, please detail when this occurred, which country it occurred in, and the reasons for this exclusion in Section 6.</i>		
B) RELATIONSHIPS	YES	NO
Is the applicant married? <i>If yes, please attach applicant's marriage certificate and spouse's identification and academic/employment documentation with this form.</i>		
Does the applicant have children? <i>If yes, please provide names and ages of all children in Section 6.</i>		
Does the applicant intend to travel to Australia with their spouse or other family members? <i>If yes, please specify the intended activities (study/employment/other) of their relatives whilst residing in Australia.</i>		
Does the applicant have any relatives living in Australia? <i>If yes, please provide details of their visa/citizenship in Section 6.</i>		
C) IMMIGRATION HISTORY	YES	NO
Does the applicant (or accompanying family members) have any visa refusals for Australia or any other country? <i>If yes, please provide details of this in Section 6 and attach the decision record(s) for the visa refusal(s) with this form.</i>		
D) STUDY AND EMPLOYMENT HISTORY	YES	NO
Are the applicant's education, qualifications and work history relevant to the applicant's chosen program of study and future prospects in their home country?		
Are there any gaps in the applicant's study or employment history? <i>If yes, please provide details of this in Section 6 and any additional documentation to address this gap with this form.</i>		
E) ACKNOWLEDGEMENTS	YES	NO
Does the applicant understand that their visa may be refused or cancelled if:	Fraudulent documentation supporting this application is determined?	
	They do not pass the DHA's health and character checks?	
	The DHA is not satisfied that they meet the genuine student criterion?	
	They do not abide by the conditions of their visa?	
Is the applicant aware that program fees are indicative and subject to change?		
Is the applicant aware that they may undergo a GTE interview as part the application process?		
Does the applicant understand the cost of living financial requirements (tuition, accommodation, living expenses) for the designated program of study and duration in Australia?		
Have you confirmed and verified bank balances, income tax and loan information provided in Section 4? <i>If applicant requires continued sponsorship throughout their studies, please provide relevant sponsors' affidavit(s) affirming relationship and details of their sponsorship.</i>		

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SECTION 4 – FINANCIAL CAPACITY

Please indicate the applicant's source of funds in the table below, and further explanation can be provided in Section 6 (if required). Additional documentation may be requested by the University of Newcastle during the application process.

Source of funds <i>e.g. Bank loan, personal account, family sponsor</i>	Self-funded or sponsor Information (if applicable)			Name of bank/ financial institution	Amount (AU\$)
	Name of Sponsor	Relationship with applicant	Annual income of sponsor or applicant (AU\$)		
Total Funds (AU\$)					

SECTION 5 – DOCUMENT CHECKLIST

Marriage certificate		Visa refusal decision record(s) <i>For applicant or accompanying family members</i>	
Spouse's proof of identification		Documentation supporting gap in study or employment history	
Spouse's academic transcript and/-or resume		Affidavit of relationship/ continued sponsorship	

SECTION 6 – ADDITIONAL DETAILS / GTE STATEMENT

SECTION 7 – DECLARATION

Counsellor Name		Email Address	
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As the University of Newcastle's authorised representative, I declare that all information provided is true and accurate and that I have advised the applicant of the key points on this form.

Counsellor Signature:

Date:

Send your completed form to:

Email: IA@newcastle.edu.au

or

Postal Address:

International Admissions
The University of Newcastle
University Drive
Callaghan NSW 2308
AUSTRALIA