



# **GUIDELINES FOR APPLYING FOR AUSTRALIAN CAPITAL TERRITORY (ACT) NOMINATION: SKILLED – NOMINATED (SUBCLASS 190) VISA.**

## **January 2016**

The Australian Capital Territory (ACT) Government is committed to a targeted skilled migration program and can provide advice on ACT nomination criteria, but not on wider immigration issues.

Before lodging an application for nomination, it is recommended that you obtain specific migration advice relevant to your circumstances from the Department of Immigration and Border Protection or a Registered Migration Agent.

The ACT Skilled Migration Program is managed by the Small Business and Skills area in Chief Minister, Treasury and Economic Development, a Directorate of the ACT Government.

### **About these Guidelines**

These guidelines explain how to lodge an application for ACT nomination of a Skilled - Nominated (subclass 190) visa.

ACT nomination is a well defined process whereby skills are aligned with the demand in the ACT's labour market. Applicants seeking nomination need to:

- be working in a skilled occupation in the ACT; or
- if currently overseas, demonstrate that there are sufficient employment opportunities in an occupation in demand in Canberra; and have:
  - skills and experience relevant to the researched employment opportunities;
  - skills and experience relevant to the ACT economy. Experience in heavy industry, manufacturing, production, international airlines, mining; shipping, oil, head office banking and railways are not generally considered relevant industries; and
  - a genuine commitment to settling in Canberra for at least 2 years from arrival.

The assessment of the application for ACT nomination will be based solely on the supporting documents provided at the time of application. If the application is incomplete, or it does not meet the nomination criteria, the application will be refused.

## Department of Immigration and Border Protection Criteria

Before you submit an application for ACT nomination, you must be satisfied that you meet the Department of Immigration and Border Protection criteria for a Skilled - Nominated (subclass 190) visa. This is a points-based visa for skilled workers who are nominated by a state or territory because their occupations are in demand in that jurisdiction. See: <http://www.border.gov.au/Trav/Visa-1/190->

All potential migrants must record their details through the Department of Immigration and Border Protection *SkillSelect* Expression of Interest (EOI). For information about *SkillSelect* see: <http://www.border.gov.au/Trav/Work/Skil>

Your EOI must be submitted on *SkillSelect* before you apply for ACT nomination:

- You must select the ACT as your preferred location to live in Australia.

If your application for ACT nomination is approved, your EOI will be confirmed on *SkillSelect* and the visa invitation will be automatically issued by the Department of Immigration and Border Protection. You will then have 60 days to apply for a Skilled - Nominated (subclass 190) visa.

## Applying for ACT Nomination

### If you are applying whilst in Australia (onshore)

- If you have been living in Canberra for at least three months you are eligible to apply for ACT nomination if:
  - you are the holder of a temporary residence visa with work rights: you can apply for ACT nomination if you are working for an ACT employer in a skilled occupation. A skilled occupation is an occupation that has been defined by ANZSCO as having a skill level 1 to 4. See <http://www.abs.gov.au/ANZSCO>.
    - You do not have to be working in your nominated occupation.
    - The employment does not have to be full time.
  - you do not hold a visa with work rights: you can apply for ACT nomination if you have a genuine job offer with an ACT employer in a skilled occupation. The job offer does not have to be in the nominated occupation.
- If you are the holder of a student visa, or temporary graduate visa, you must be living in Canberra for at least six months before you are eligible to apply for ACT nomination:
  - you are enrolled in, or have completed, a full time course/s of study (of at least 6 months duration) at a Canberra institution; or you are the dependent of a student enrolled in a Canberra institution; and
    - you are working in Canberra. You do not have to be working full time. You do not have to be working in the nominated occupation. However, you must be working in a skilled occupation. A skilled occupation is an occupation that has been defined by ANZSCO as having a skill level 1 to 4. See <http://www.abs.gov.au/ANZSCO>.
  - if you are currently studying a postgraduate course at a Canberra institution: you can apply for ACT nomination if:

- you receive a stipend or living allowance (that covers your living expenses) for at least 3 months from ACT nomination application date; or
- you are working in a skilled occupation (you do not have to be working in the nominated occupation).
- If you are a graduate from an institution in another Australian state or territory, or you are the dependent of a student enrolled in an interstate institution: you can apply for ACT nomination if:
  - you have worked full time in Canberra in the nominated occupation for at least six months. Student visa holders working 20 hours per week are deemed to meet the full time criterion.
- ✖ You are not eligible to apply for ACT nomination if you, or any members of your immediate family, are currently living in another Australian state or territory.

### If you are applying from overseas

- If you are living overseas, you may apply for ACT nomination if your occupation is in demand and 'open' on the ACT Occupation List and you meet the nomination criteria.
- ✖ If you, or any dependents, are living or have lived in another Australian state or territory within the last twelve months, you are not eligible to apply for ACT nomination.
- On arrival in Canberra, you need to be realistic about employment expectations as it can take up to 3 months to secure employment. This timeframe is only indicative, as the employment market fluctuates at different times of the year. Your ability to secure employment quickly will depend on the employer requirements, your relevant skills, your experience and your level of English language ability. You will compete for employment vacancies with all people in the labour market as part of a normal selection process.

## ACT Occupation List

The ACT Occupation List identifies the skills that are currently in demand in Canberra. The demand for each occupation is used to determine availability of ACT nomination for that occupation. The List is generally updated in February and August each year.

## Open Occupations

You may apply for ACT nomination if your occupation is in demand and listed as open on the current ACT Occupation List and you meet the nomination criteria.

## Closed Occupations

If your occupation is listed as closed on the current ACT Occupation List, you may still be able to apply for ACT nomination if you meet certain criteria.

## Canberra residents:

If you are living in Canberra you may apply for ACT nomination of a closed occupation if you meet the nomination criteria.

## Overseas residents

If you are overseas, you can apply for nomination of a closed occupation if you meet the nomination criteria and have a:

- genuine offer of employment in the nominated occupation from an ACT employer; or
- close family member (can include a spouse / partner of the applicant; or parents, brother, sister, grandparents, step parents, step siblings of the main applicant or their spouse / partner) who is:
  - currently residing in Canberra and has resided in Canberra for the last twelve months; and
  - either an Australian Permanent Resident or an Australian Citizen; and
  - over 18 years of age.

## Application for ACT Nomination

Complete the online application for ACT nomination of a subclass 190 visa at:

[www.canberrayourfuture.com.au/portal/migrating/article/skilled-migration-visas/](http://www.canberrayourfuture.com.au/portal/migrating/article/skilled-migration-visas/)

Attach the following information to the online application:

### Skilled Occupation:

- Nominate an occupation that is listed on the ACT Occupation List.
- Attach a copy of a current skill assessment in the nominated occupation.

### Employability:

- **For Canberra residents.**
  - Attach evidence of skilled employment: a contract and 2 recent payslips; or a genuine job offer in a skilled occupation if you do not have work rights; or
  - If you are currently studying a postgraduate course at a Canberra institution: attach evidence of ongoing skilled employment or evidence of your stipend / scholarship; or
  - If you are enrolled in, or have completed, a full time course/s of study (of at least 6 months duration) at a Canberra institution; or you are the dependent of a student enrolled in a Canberra institution: attach evidence that you are currently employed in a skilled occupation; or
  - If you are a graduate from an interstate institution attach evidence that you have worked fulltime in the nominated occupation in Canberra for the last six months.
- **For overseas residents:**
  - Attach evidence that there are, currently, sufficient ACT employment opportunities in your nominated occupation that are relevant to your skill set and experience:

- Personal research into recent advertised positions relevant to the nominated occupation (a minimum of 5 vacancies and not more than 8). You must provide:
  - a copy of the full advertisement (saved as a .pdf):
    - ◊ It is essential that the date of the job advertisement as well as the location of the job is clearly displayed;
    - ◊ Web links alone are not acceptable and, if provided, will result in the criterion not being met.
  - an employment statement. You must explain how your qualifications, knowledge and experience relate to and meet the requirements for each of the job advertisements.
- Please note:
  - You must be able to demonstrate that you have the relevant qualifications, skill set and work experience etc. to meet the criteria of the advertised position; for example if the position requires:
    - a certain number of years relevant work experience, you must have that experience;
    - a minimum qualification, you must hold that qualification;
    - Australian work experience, you must have that experience etc.
  - Job advertisements must be recent. Advertisements must be dated no more than 6 weeks before submission of the application.
  - Job advertisements must be relevant to the nominated occupation; for example:
    - if the nominated occupation is a Real Estate Agent we will not accept jobs for Property Manager;
    - if the nominated occupation is for a manager e.g. Sales and Marketing Manager, we will not accept assistant, representative, support or junior positions.
  - Employment opportunities requiring Australian citizenship and/or an Australian Security clearance will not be accepted as evidence of employability. If you supply a vacancy directly or indirectly related to working with the Australian (Federal) Government, the onus is on you to demonstrate that Australian citizenship is not required.

### SkillSelect EOI:

- Attach a copy of the *SkillSelect* Expression of Interest (EOI) record of response which shows the personal, education, English and employment details submitted.
- The ACT MUST be selected as your preferred location on the EOI. Applicants who select 'Any' or express interest in living in another state or territory will not meet the ACT nomination criteria.

## Declaration of Nomination Obligations:

- If you are using a migration agent, you must attach the signed and witnessed declaration that you acknowledge and accept ACT nomination obligations (see Attachment A).
- If you are not using a migration agent, you can confirm that you acknowledge and accept ACT nomination obligations while completing the online application.

## English

### ✖ For Canberra residents:

- Attach a current test result (dated within three years) with the following minimum scores:

Test	Listening	Reading	Writing	Speaking	Overall
IELTS	6	6	6	6	6
TOEFL iBT	12	13	21	18	60
PTE Academic	50	50	50	50	50
Cambridge CAE	169	169	169	169	169
OET	B	B	B	B	

- Or hold a passport issued by the United Kingdom; Canada; New Zealand; United States of America; or Republic of Ireland.

### • For overseas residents:

- In addition to meeting the minimum Department of Immigration and Border Protection criteria of Competent English, you must provide a current test result (dated within three years) with the following minimum scores:

Test	Listening	Reading	Writing	Speaking	Overall
IELTS	6	6	6	7	7
TOEFL iBT	12	13	21	23	93
PTE Academic	50	50	50	65	65
Cambridge CAE	169	169	169	180	180
OET	B	B	B	B	

- Or hold a passport issued by the United Kingdom; Canada; New Zealand; United States of America; or Republic of Ireland.

## Work Experience:

### • For Canberra residents:

- Attach your Curriculum Vitae (CV) or Resume which clearly states personal details, educational qualifications and work experience to date.

- **For overseas residents:**
  - Attach your Curriculum Vitae (CV) or Resume which clearly states personal details, educational qualifications and work experience.
  - Work experience:
    - Attach current employment reference(s) supporting your recent, relevant work experience in the nominated occupation to date. The length of work experience is not mandated but it must be clear that you have enough experience in your nominated occupation to be employable in Canberra.
  - Your work experience must be in an industry relevant to the ACT economy. Experience in heavy industry, manufacturing, production, international airlines, mining; shipping, oil, head office banking and railways are not generally considered relevant industries.

## **Financial capacity:**

- **For Canberra residents**
  - You are not required to provide evidence of your financial capacity.
- **For overseas residents:**
  - Attach your signed Declaration of Financial Capacity to show that you have access to sufficient financial resources to fund your migration to Australia.
  - You must have access to funds to support your settlement while you are securing employment in Canberra. You need to be realistic about employment expectations once you arrive in Canberra as it can take up to 3 months to secure employment. This timeframe is only indicative, as the employment market fluctuates at different times of the year. Your ability to secure employment quickly will depend on your research of the Canberra labour market and the relevance of your skill set and experience to the market.
  - Your signature on the Declaration of Financial Capacity must be witnessed by an authorised person. See Attachment B for information about who is authorised to witness this declaration.
  - You are not required to provide documentary evidence to support your financial position with your application. However, you must be able to provide such documents if requested by your case officer.

## **Settlement statement:**

- **For Canberra residents**
  - You are not required to provide a settlement statement.
- **For overseas residents**
  - Show that you have a sound understanding of the settlement costs involved on arrival to Canberra and while you seek employment:
    - If you are using a migration agent, you must attach a settlement statement that includes:



- Evidence of research into the cost of living in Canberra, including rent, food, transport and entertainment.
- Estimated cost of relocation to ACT in Australian Dollars, including but not limited to: flights; freight; and initial accommodation.
- Estimated cost of living in Canberra for you and any dependants, in Australian Dollars.
- If you are not using a migration agent, the settlement research is included as part of the online application.

### **Commitment to Canberra statement:**

- For Canberra residents:
  - In no more than two pages, explain in your own words what you love about living in Canberra and why you want to continue living in Canberra for at least two years from visa grant.
- For overseas residents:
  - In no more than two pages, explain in your own words, why you want to live in Canberra for at least two years from date of permanent arrival:
    - Tell us why Canberra's lifestyle suits your way of life more than any other city in Australia.
    - Include evidence that you have personally researched Canberra's lifestyle and attractions.
    - Statements that are obviously copied from another source (and not written in your own words) will not meet the genuine commitment to Canberra criteria.
    - If your spouse / partner (if any) intend to work, include evidence that they have also researched employment opportunities in Canberra and are satisfied that they are employable.
    - If you, your spouse / partner or any dependents have studied or lived in another Australian state or territory within the last 12 months, you are not eligible to apply for ACT nomination.

### **Family relationships:**

- For Canberra residents
  - You are not required to provide evidence if you have family living in Australia
- For overseas residents:
  - If you have close family members living in Australia you must attach the following information:
    - Close family living in Canberra:
      - letter of support from your Canberra relative;
      - passport and/ or birth certificates to evidence the relationship;
      - evidence of their 12 month residence in the ACT; and



- evidence of their Australian residency / citizenship.
- Close family living in other parts of Australia: attach a statement explaining why you have chosen to live in Canberra and not with them in their state/territory.
- A close family member includes parents, brother, sister, grandparents, step parents and step siblings of the main applicant or spouse / partner.

### Nomination by another Australian state / territory:

- If you have applied to another Australian state or territory for nomination of a skilled migration visa, you must attach a statement explaining why you are now applying to the ACT.

### Personal Information:

- Attach a copy of your passport. This must be current (valid for travel purposes) and show your personal details and any pages showing Australian visas.
- If you are using a migration agent, attach a completed and signed form 956 *Advice by a migration agent/exempt person of providing immigration assistance*

### If you are already living in Canberra:

- Attach bank statements to demonstrate that you have lived in Canberra for the last three months. The statements must show shopping activity, ATM withdrawals, salary etc.

### Service fee: A\$300

- The service fee must be paid to complete your application. The service fee may be paid online at time of application; or you can pay later by Credit card, Bank Cheque or EFT. The application will not be queued for processing until the payment is confirmed.

### How to lodge your Application for ACT Nomination

The application for ACT nomination must be completed online at:

[www.canberrayourfuture.com.au/portal/migrating/article/application-forms/](http://www.canberrayourfuture.com.au/portal/migrating/article/application-forms/)

The assessment of the application for ACT nomination will be based solely on the supporting documents provided at the time of application. If the application is incomplete, or it does not meet the nomination criteria, the application will be refused.

### Service Fee

A **non refundable** service fee is charged for processing applications for ACT nomination. The service fee is an administration charge only and does not guarantee the approval of a nomination.

The service fee of \$300 may be paid by one of the following options:

#### Credit Card – pay now or pay later

- Select 'pay now' on the online application.

- Select 'pay later' and access the 'Pay an ACT Government Account' form at <https://form.act.gov.au/smartforms/servlet/SmartForm.html?formCode=1009-bmv>

### Electronic Funds Transfer (EFT) – pay later

- Transfer the fee to:  
Westpac Bank – City Walk, Canberra, 2600  
Account name: 'EDD Operating Account'  
BSB: 032-777  
Account Number: 000145  
Reference: *Name of applicant*
- Email the EFT receipt and a copy of the 'payment pending' email to:  
[migrationservices@act.gov.au](mailto:migrationservices@act.gov.au)

*Please note your bank may charge a transaction fee for processing the EFT. This charge must be paid by the applicant and is in addition to the service fee.*

## Processing applications

You will be notified by email when the application is assigned to a case officer for processing.

The case officer will assess the application based solely on the supporting documents provided at the time of application.

Applications that do not meet the criteria will be refused.

## Processing time

Most applications for nomination will be processed within six (6) to eight (8) weeks.

For the current processing date see:

<http://www.canberrayourfuture.com.au/portal/migrating/article/current-processing-times/> .

You should not enquire about the progress of your application before the eight weeks have passed. Progress enquiries can delay application processing.

## Notification of outcome

You will be notified of the outcome of the application by email.

If the application for ACT nomination is approved, ACT nomination of your EOI will be confirmed on *SkillSelect* and the Department of Immigration and Border Protection will immediately issue the visa invitation. Once the visa invitation is issued, you will not be able to update the EOI. You must apply for the Skilled - Nominated (subclass 190) visa within 60 days.

## What are your commitments if you are nominated by the ACT

When your skilled migration visa application is decided by the Department of Immigration and Border Protection (DIBP) and, if approved, you have agreed to:

- Inform the ACT Skilled Migration team when your visa is granted and your expected arrival date in Canberra by email: [welcometocanberra@act.gov.au](mailto:welcometocanberra@act.gov.au)

- Live and work in Canberra, ACT for at least two years from visa grant / first arrival date;
- Contact the ACT Skilled Migration team within one month of your first arrival in Australia by email: [welcometocanberra@act.gov.au](mailto:welcometocanberra@act.gov.au)
- Complete further settlement surveys 6, 12, 18 and 24 months after arrival;
- Keep us informed of any changes to your contact details in Canberra for 24 months after arrival in order to receive and complete the settlement surveys.

You also agree that ACT nomination is exclusive to the ACT and is NOT transferable to any other state or territory in Australia.

## ACT Nomination expires after three months

The offer of ACT nomination is valid for three (3) months from date of approval. If the visa application is not lodged within three months, the offer of ACT nomination will expire. You would have to reapply for ACT nomination and meet the current nomination criteria.

## Department of Immigration and Border Protection Visa Decision

You must inform us of the outcome of the application for the ACT nominated Skilled – Nominated (subclass 190) visa and, if approved by the Department of Immigration and Border Protection, the expected date of your arrival in Australia:

- ✓ Email: [welcometocanberra@act.gov.au](mailto:welcometocanberra@act.gov.au)
- ✓ Attach a copy of your visa grant notification.

## Migration Review Tribunal

Please note that the ACT will not, under any circumstances, appeal to the Migration Review Tribunal against a decision by DIBP declining to grant a visa to any applicants nominated by the ACT.

## Welcome to Canberra Settlement Service

The ACT Skilled Migration team provides a free settlement service to help ACT nominated migrants settle in Canberra. The Welcome to Canberra team will:

- Provide information and advice while you are waiting for your visa, and, if you have questions about living in Canberra, refer you to the relevant websites.
- Keep you up to date with regular newsletters including information about special events and upcoming activities in Canberra.
- Meet with you (by appointment only) when you arrive in Canberra and give you some initial settlement support and advice. We will also follow up with a phone call or email.

For more information about the Canberra Settlement Service, contact the Welcome to Canberra team by:

Email: [welcometocanberra@act.gov.au](mailto:welcometocanberra@act.gov.au)

## Monitoring Program

As part of your nomination obligations you agree to live and work in Canberra for a minimum period of **two years** from visa grant / permanent arrival in Australia.

- Complete settlement surveys at 6, 12, 18 and 24 months after arrival.
- Tell us about any change to your contact details in Canberra for two years after arrival in order to receive the settlement surveys.

## Your personal information

Small Business and Skills, in the Chief Minister Treasury and Economic Development Directorate, uses the application form to collect information which is necessary to allow the ACT Government to consider ACT nomination of a Skilled - Nominated (subclass 190) visa. For details on the collection of personal information please refer to the [Canberra. Create Your Future privacy notice](#) or [contact us](#).

## Disclaimer

The ACT Government and its employees are not liable for any inaccuracies or omissions in the information provided to the applicant in the context of their application for ACT nomination.

The ACT Government is not responsible for finding employment, accommodation or providing financial incentive or assistance to ACT nominated visa holders or other skilled migrants.

ACT nomination is exclusive to the ACT and is NOT transferable to any other state or territory in Australia.

## Contact Us

For more information about the ACT Migration Program, contact:

The Client Manager, Small Business and Skills

Chief Minister, Treasury and Economic Development Directorate

Address: Nara House. 1 Constitution Avenue Canberra ACT 2601

Mail: GPO Box 158, Canberra ACT 2601

International callers: +61 2 6207 5111 (*International call rates apply*)

Australian callers: 13 22 81

Email: [migrationservices@act.gov.au](mailto:migrationservices@act.gov.au)

## Nomination Obligations to the Australian Capital Territory (ACT)

I (name)..... (DOB)...../...../.....

of (address).....

do solemnly and sincerely declare that:

- The information contained in my application for Australian Capital Territory (ACT) nomination is true and accurate.
- I have access to sufficient financial resources to support myself (and any dependents) while securing employment in Canberra if my visa application is successful.
- I am aware that Australian labour market conditions may vary significantly as the employment market fluctuates at different times of the year; and from year to year.
- I understand that I need to be realistic about employment expectations as it can take up to three months to secure employment.
- I have researched relevant employment opportunities in Canberra and am satisfied that there are sufficient employment opportunities in my nominated occupation in Canberra.
- I understand that I will compete for employment vacancies with all people in the labour market as part of a normal selection process.
- I understand that the ACT reserves the right to withdraw the nomination if, at any time until the visa is granted, they are satisfied that:
  - My commitment to living in Canberra, for at least two years from visa grant, is not ongoing and genuine;
  - I have provided false information or statements in my application for nomination;
  - I have lost contact with Small Business and Skills (SBS) and am not contactable by email.
- I will inform the SBS team of the progress of my visa application, when the visa application is decided by the Department of Immigration and Border Protection (DIBP) and, if approved, my expected arrival date in Canberra.
- I understand that my Curriculum Vitae or Resume may be sent to local recruitment agencies or industry bodies in Canberra to assist me in my search for work upon successful ACT nomination.
- I understand that the ACT is not responsible for finding employment, accommodation or providing a financial incentive to ACT nominated skilled migrants.
- I acknowledge that ACT nomination is exclusive to the ACT and is NOT transferable to any other State or Territory in Australia.
- I agree to live and work in the ACT for at least two years following my permanent move to Australia.
- I understand that the ACT will monitor my settlement in Canberra for 2 years from date of permanent arrival and I agree to comply with the ongoing monitoring program.
- I understand that the ACT or employees of the ACT are not liable for any inaccuracies or omissions in the information provided to the applicant in the context of their application for state / territory nomination.

*The information you provide with your application is collected by Small Business and Skills (SBS), Chief Minister, Treasury and Economic Development, a Directorate of the ACT Government and will be used to assess your application for an ACT nominated Skilled – Nominated (Subclass 190) Visa. For details on the collection of personal information please refer to the [Canberra.Create Your Future privacy notice](#). Information you provide in the settlement surveys and collected by SBS will be used by SBS to monitor your settlement if you are a successful applicant. Depersonalised settlement information may be used to compile statistical reports for SBS internal reporting and may be published in media releases. Information you provide in and/or with your application (for example, your Resume) may be disclosed to local recruitment agencies/industry bodies to assist you in your search for work. Personal information you provide in the settlement surveys may be disclosed to the Minister's Office and other Government Agencies. Any information submitted by you in and/or with your application and in the settlement surveys which contains personal information will be stored, used and disclosed in accordance with the requirements of the [Information Privacy Act 2014](#).*

Signature of applicant: .....

Date: ...../...../.....

Name of Witness .....

Signature of witness: .....

Date:...../...../.....

## Declaration of Financial Capacity

### For overseas residents only

To be completed by the principal applicant for ACT nomination. Assets of a spouse / partner may be included if they are migrating with principal applicant.

<b>Full name of Applicant</b>	
<b>Date of Birth</b>	
<b>Full name of Spouse/Partner</b>	
<b>Date of Birth</b>	

Assets listed must be in name(s) inserted above only. Assets in another person's name will not be considered.

Item	Name/s of asset holder	Amount in local currency	Amount in Australian Dollars
Cash/Bank Savings			
Net value of Property/Properties			
Net value of other investments and Maturity Date (if applicable)			
Other Assets (provide details).			
Total			

- ✓ I/we ATTEST that I/we have access to sufficient financial resources to fund my/our migration to Australia and settlement in Canberra while securing employment.
- ✓ I/we confirm that this is the **net value** of resources owned by me/us.

Signature (principal applicant): ..... Date ..... / ..... / .....

Signature (spouse / partner of principal applicant): ..... Date ..... / ..... / .....

Witnessed and signed by a Notary Public, Justice of the Peace, migration agent, any Government or other official authorised to attest the authenticity and accuracy of information in this proforma  ..... (Signature of official)	Seal/Stamp of Bank or Notary Public (if applicable):
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## ACT Nomination Checklist (Subclass 190)

The following supporting documents must be attached to the online application.

### Required documentation

- ☐ Copy of the full record of the SkillSelect EOI responses.
- ☐ Signed and witnessed 'Declaration of Nomination Obligations' *(for agent use only)*.
- ☐ Current skill assessment by the relevant assessing body.
- ☐ Current Curriculum Vitae (CV) or Resume.
- ☐ Evidence of recent relevant work experience in the nominated occupation *(if not currently working in Canberra)*.
- ☐ Research into current ACT employment opportunities and employment statement *(if not currently working in Canberra)*.
- ☐ Evidence of current ACT employment, job offer or stipend / scholarship for PhD students *(if living in Canberra)*.
- ☐ Evidence of English language ability (IELTS, TOELF, Pearson or OET *if required*).
- ☐ Research into settlement costs while seeking employment *(if not living in Canberra)*.
- ☐ Commitment to Canberra statement.
- ☐ Signed and witnessed 'Declaration of Financial Capacity' *(if not living in Canberra)*.
- ☐ Statement of family relationships in Australia *(if applicable)*.
- ☐ Evidence of close family living in Canberra *(if applicable)*.
- ☐ Evidence of other state / territory nomination *(if applicable)*.
- ☐ Copy of the passport for main applicant.
- ☐ Completed and signed form 956 Appointment of a migration agent *(if applicable)*.
- ☐ Evidence of ACT residence *(if applicable)*.
- ☐ Service fee.