GENUINE STUDENT (GS) CHECKLIST

Please tick the appropriate box after consultation with the student, as part of your client's application to George Brown College.

Student Information

First Name

Last Name Date

Citizenship Date of Birth Gender ☐ M ☐ F ☐ Others

Name of Counsellor Name of Agency

Email address of the Agency

Marital Status ☐ Single ☐ Married ☐ Divorced ☐ Defacto

AGENT CHECKLIST

DEMOGRAPHIC	Y	N	NA
Do the personal details of the applicant match on both the application form and primary documentation? (e.g. birth certificate, passport)	☐	☐	☐
Does the applicant meet (or in the process of meeting) the course entry requirements for both English and academic?	☐	☐	☐
Are all transcripts submitted by the applicant authentic?	☐	☐	☐
Does the applicant have any criminal or civil cases pending?	☐	☐	☐
Has the applicant and any accompanying family members ever been refused a visa to Australia? If yes, attach documentation.	☐	☐	☐
Has the applicant and any accompanying family members ever been refused a student visa to other English-speaking countries such as US, UK, Canada or New Zealand?	☐	☐	☐
Has the applicant and any accompanying family members ever visited Australia and breached any visa conditions such as exceeding work requirements or not departing by their visa end date?	☐	☐	☐
☐ A. Is the applicant bringing family to Australia?	☐	☐	☐
☐ B. If yes, is the applicant bringing children?	☐	☐	☐
Does the applicant have relatives in Australia? If so, what is their relationship?	☐	☐	☐
Does the applicant have any medical or health issues that may prevent a visa from being issued?	☐	☐	☐

FINANCIAL	Y	N	NA
Has the student read the Student Visa Living Costs and Evidence of Funds section at the DHA website? Upon reading this, do they have sufficient funds to finance the costs of tuition fees (including course fees), living expenses, return airfares and any other incidental costs for themselves and any dependents for the duration of their course?	☐	☐	☐
Has a determination been reached by the applicant that the cost of tuition at George Brown College and the investment in the studies in Australia will be capable of being paid off in full if required when returning to their home country (e.g. through increased career salary/earnings) within a reasonable period (e.g. 3 – 4 years)?	☐	☐	☐

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	Y	N	NA
Has the source of funds (private, self-funded or sponsored) been verified (e.g.)	☐	☐	☐
• That the source of funds are confirmed and available as evidenced by original documentation (e.g. historical proof of employment, income or business statements, bank statements, scholarship nomination, loan letters)	☐	☐	☐
• That the student has been counselled in their native language in relation to the costs of living (refer above)	☐	☐	☐
• That the Agency is satisfied that the funds are seen to be sufficient to cover the living, tuition, and other costs (e.g. books, OSHC, fee increase provision, return airfares per annum, currency fluctuations)	☐	☐	☐
• That the size of the loan AND the terms of repayment are consistent with the period of study in Australia where no repayments by the applicant can be expected to be made)?	☐	☐	☐
• Where dependents are expected to join the applicant, that sufficient fund on top of costs for the applicant themselves is evidenced? (Attachment required)	☐	☐	☐

Genuine Student

	Y	N	NA
Does the applicant have the study and academic history to show reasonable progression appropriate to genuine student status and has the apparent academic capacity to complete the proposed course of study within the duration of one CoE?	☐	☐	☐
Has the applicant provided documented proof of: • Any academic certificates required • Any English placement test • English proficiency needed to study their course NB: Entry to Certificate II and III courses require an Intermediate level attained from an English language proficiency test (IELTS 5.5, or equivalent). For exceptions and details please refer to our English requirement policy on our website. NB: Entry to Certificate IV and above courses require an Upper Intermediate level attained from an English language proficiency test (IELTS 6.0, or equivalent). For exceptions and details please refer to our English requirement policy on our website.	☐	☐	☐
Are there any gaps in the education and work history since leaving school? The application must provide documentary evidence to substantiate.	☐	☐	☐
Has the applicant researched the course at George Brown College and does it match their career aspirations?	☐	☐	☐
Has the student indicated that they are coming to Australia for any other reason besides studying and then returning home?	☐	☐	☐
Based on the interview conducted with the applicant, and in considering the applicant's circumstances in their home country AND their potential circumstances in Australia, can you conclude that the applicant is a Genuine Student?	☐	☐	☐
Have you checked the applicant's documents and ensured all documents are certified by authorised parties including your organisation?	☐	☐	☐
Does the applicant demonstrate that they genuinely intend a temporary stay in Australia, having regard to: • The applicant's circumstances (including their dependent) • The applicant's immigration history • If the applicant is a minor – the intentions of a parent, legal guardian or spouse of the applicant; • Any other relevant matter	☐	☐	☐
Does the applicant demonstrate that they have an incentive to return to their home country at the completion of their course and intend to comply with any conditions subject to which the visa is granted, having regard to: • The applicant's record of compliance with any visa previously held (if any) • The applicant's stated intention to comply with any conditions of their visa • And any other related matter	☐	☐	☐
(If the applicant has a dependent) does the dependent satisfy the secondary criteria for the grant for the member of the family unit of the primary applicant involving an application made on form 157G (Application for a Student Guardian visa)	☐	☐	☐

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George Brown College will only issue an eCoE once a student has met any (conditional) offer conditions and has accepted their offer of a place at George Brown College.

Student Dependant Information (if applicable)

Dependant 1

First Name _____ Last Name _____

Citizenship _____ Date of Birth _____ Gender ☐ M ☐ F ☐ Others

Dependant 2

First Name _____ Last Name _____

Citizenship _____ Date of Birth _____ Gender ☐ M ☐ F ☐ Others

Attachments Required

- Academic documents (Academic transcript, completion letters, certificates)
- Evidence of Source of Funds (Only if you are required to submit along with your visa application)
- Statement of Purpose

Agent Declaration

I confirm that the above applicant has been counselled and interviewed by me and all information provided above is true and correct. I confirm that I have sighted all original documents and verified them as authentic. I am satisfied that this applicant meets all the financial and genuine temporary entrant requirement. Also, the applicant is aware that any false information provided by them may result in cancellation of their admission.

Counsellor's Full Name _____

Authorised Educational Agent Counsellor Signature _____

Name of Agency: _____ Date _____

Applicant's Full Name _____

Applicant's Signature _____ Date _____

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