



INITIAL DOCUMENT CHECKLIST

Employer Nomination Scheme (Subclass 186)

Direct Entry stream - initial document checklist

For applicants preparing an employer-sponsored permanent visa application under the Direct Entry stream.

PREPARE YOUR FILES

- Clear colour scans
- Include every page
- Original + English translation
- One file per document

IDENTITY AND FAMILY

- ☐ Current passport biodata page for each applicant
- ☐ Birth certificate or family register showing parents' names
- ☐ National identity card, if held
- ☐ Evidence of any legal name change
- ☐ Marriage, divorce, separation or death certificates, if applicable
- ☐ Identity, relationship and dependency documents for accompanying family members

SKILLS AND QUALIFICATIONS

- ☐ Positive and valid skills assessment, if required
- ☐ Evidence supporting a skills assessment exemption, if applicable
- ☐ Current CV covering employment and education history
- ☐ Qualification certificates and academic transcripts
- ☐ Employment references confirming position, duties and dates of service
- ☐ Supporting work evidence such as contracts, payslips and tax records
- ☐ Australian registration or licensing evidence, if required for the occupation

ENGLISH AND NOMINATION

- ☐ Competent English evidence or exemption documents
- ☐ Functional English evidence for adult family members, if applicable
- ☐ Employer nomination details or transaction reference number
- ☐ Age exemption evidence and other stream-specific documents, if applicable

CHARACTER, HEALTH AND DEPENDANTS

- ☐ Australian Federal Police certificate, where required
- ☐ Police certificates from relevant overseas countries, where required
- ☐ Military service records or discharge papers, if applicable
- ☐ Health examinations after receiving the relevant instructions or HAP ID
- ☐ Parental consent or custody documents for a child, if applicable
- ☐ Dependency evidence for a family member aged 18 or over, if applicable

Source: Department of Home Affairs - Subclass 186 Direct Entry stream.

GENERAL INFORMATION ONLY

This indicative checklist is not legal advice and may not cover every document required for your circumstances. Confirm current requirements before lodging an application.

jadeimmigrationlawyers.com.au

info@jadeimmigrationlawyers.com.au