

## UNDER 18 INTERNATIONAL STUDENT PARENT/LEGAL GUARDIAN CONSENT FORM

### Congratulations on receiving your Murdoch University offer letter

If you are an international student under 18 years old, you must have approved accommodation and welfare arrangements in place before you can accept your offer to study at Murdoch University. This is a requirement set by the Australian Government.

Your student visa will only be granted if these arrangements are confirmed and approved. They must stay in place until you either turn 18 or your visa ends, whichever comes first. **Failure to comply may result in exclusion from Murdoch University and cancellation of your student visa.**

International students who are under 18 at time of acceptance are required to provide details of parent or legal guardian, regardless of the welfare arrangement option chosen. Your parent or legal guardian/custodian must provide consent before you can accept your offer. This form must be completed and returned to [Murdoch International Admissions](#) directly (if you are a direct applicant) or via your [Murdoch University pathway provider](#) (if you are a pathway student).

By completing this form, the parent or legal guardian/custodian agrees to the conditions in the student's Letter of Offer and confirm the accommodation and welfare arrangements in place for your child.

A legal guardian/custodian is defined as person(s) with parental responsibility (anyone who can lawfully determine where the child/children is/are to live).

If one parent, or legal guardian/custodian, has lawfully been made solely responsible for making decisions as to where the child/ children is/are to live, then only that parent or person needs to sign the consent form and provide the required documentation.

For more details about your visa and these requirements, visit the Department of Home Affairs website (<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/student-500>).

### ACCOMMODATION AND WELFARE ARRANGEMENTS

As an international student under the age of 18 you **must choose one of two** approved living arrangements while studying at Murdoch University:

- A. Live in a Murdoch University's approved accommodation provider – [Australian Homestay Network \(AHN\)](#) or [Murdoch University Campus Living Village \(CLV\)](#) in conjunction with the approved Welfare provider [ISA Student Advocates](#).
- B. Live with a parent or close relative (nominated by your parent or legal guardian/custodian)

Tick one of the options below:

☐ **Option A:** Student stays in an accommodation and welfare arrangement approved by Murdoch University. I have chosen Option A and will provide Murdoch University with confirmation of accommodation and welfare arrangements for approval.

**Note: With this option, Murdoch University is responsible for your welfare unless your parent officially appoints someone else as your legal guardian.**

If you cannot live with a parent or a close relative while you are under the age of 18, Murdoch University will help arrange appropriate accommodation, support and welfare arrangements for you.



Murdoch University will issue a Confirmation of Appropriate Accommodation and Welfare (**CAAW**) letter, which is needed for your visa. The dates when the accommodation arrangement and welfare arrangements commence will be stated on your CAAW letter. You must not travel to Australia before your welfare arrangements commence, and you must agree to stay on the arranged accommodation until you turn 18 or until your visa expires.

Murdoch University's preferred accommodation provider is the Australian Homestay Network (**AHN**) or Murdoch University Campus Living Village (**CLV**) in conjunction with the provider of Welfare arrangements, ISA Student Advocates.

To apply for these arrangements, you can either contact AHN or CLV in conjunction with ISA Student Advocates directly or via your education agent (if applicable).

**You will receive a confirmation after you have successfully applied for accommodation, please forward this information to [Murdoch International Admissions](#) directly (if you are a direct applicant) or via your [Murdoch University pathway provider](#) (if you are a pathway student).**

☐ **Option B:** Student stays in an accommodation and welfare arrangement approved by the Department of Home Affairs. I have chosen Option B and my child will live in Perth, WA with me or a Department of Home Affairs approved close relative until they turn 18.

You can live with your parent or a close relative (like a grandparent, aunt, uncle, or sibling) while you are in Australia. Please note that cousins, distant aunts and uncles will not be accepted as close relatives by the Department of Home Affairs. Your parent must officially nominate this person using the appropriate form when applying for your visa.

To qualify:

- The relative must be over 21 years old.
- They must be allowed to stay in Australia until you turn 18 or your visa ends.
- They must provide a police clearance to show they are of good character.

If your parent or close relative is not already in Australia, they can apply for a visa to come with you.

The Department of Home Affairs will assess and approve this arrangement, not Murdoch University.

## ACCEPTING YOUR OFFER & CONFIRMING YOUR UNDER 18 WELFARE ARRANGEMENTS

Before you can apply for your student visa, you need to complete the following important steps:

1. Complete and sign the Murdoch University Under 18 Arrangement Form. This form confirms your accommodation and welfare arrangements. You must submit it along with your acceptance of offer form.
2. If your parent(s) wish to appoint a guardian, they must also complete the "Appointing a Guardian" form.
3. Once Murdoch University receives all the required documents, you will be issued:
  - a Confirmation of Enrolment (CoE)
  - a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter (if you've chosen Option A)
4. With your CoE and CAAW letter, you can then apply for your student visa. For help with your visa application, visit the Department of Home Affairs website.

If you want to change your living or welfare arrangements (for example, switching from an approved accommodation provider to living with a close relative), you **must** first speak with Murdoch University. If needed, Murdoch will help you notify the Department of Home Affairs. You must always have approved welfare arrangements in place until you turn 18 or your visa ends, whichever comes first.



## YOUR NEXT STEPS

To get ready for your visa and studies at Murdoch University, follow these steps:

**Step 1:** Pick one of the two accommodation options (option A or option B).

**Step 2:** Fill in the Murdoch University Under 18 Welfare and Accommodation Arrangements (this form). Both you and your parent or legal guardian/custodian must sign it.

**Step 3 (optional):** If your parents want to officially appoint a guardian (for option B), they must also complete the [Form 157N Nomination of a student custodian to your application](#).

**Step 4:** Submit all completed forms along with your Acceptance of Offer form as explained in your offer letter.

**Step 5:** Once everything is approved, Murdoch University will send you a CoE and CAAW letter (if required).

**Step 6:** Use your CoE and CAAW to apply for your student visa. Visit the Department of Home Affairs website for more information.

If you are an international student under 18, you must choose one of the two approved care options listed in this agreement.

What to do:

- Complete and sign this agreement.
- Submit it along with your signed Offer Acceptance Form.
- Email both documents to [Murdoch International Admissions](#) directly (if you are a direct applicant) or via your [Murdoch University pathway provider](#) (if you are a pathway student).

Once Murdoch University receives your completed paperwork, we will issue your CoE and CAAW letter (if required). These documents are essential for your student visa application.

## UNDER 18 INTERNATIONAL STUDENT APPLICANT INFORMATION

### Section 1: Student details

<b>Student number</b>			
<b>Family name</b>			
<b>Given name</b>			
<b>Citizenship</b>			
<b>Passport number (if available)</b>			
<b>Date of birth</b>	<small>e.g. DD/MM/YYYY</small>	<b>Gender</b>	<small>Male / Female / Gender X / Unknown</small>
<b>Telephone/ Mobile number</b>			
<b>Email address</b>			
<b>Course name</b>			
<b>Commencement date</b>	<small>e.g. DD/MM/YYYY</small>		



**Student consent to disclose personal information:**

I hereby grant permission to Murdoch University to release information regarding my contact details, academic performance, results and attendance to my approved accommodation and welfare provider, to inform my parent, relative, guardian, of my progress, and to the Australian Government to ensure that I am meeting the requirements of my visa.

☐ YES ☐ NO.

**Student signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Section 2: To be completed by parent(s) or legal guardian/custodian****About the parents**

*A photocopy of ID, which includes a photo and signature such as a passport or driver's licence, is required from parent(s) or legal guardian/custodian. As well as proof of relationship (birth certificate) and/or evidence of the custodianship document (this may include legal documents, travel or court orders).*

<b>Family name</b>		
<b>Given Names</b>		
<b>Relationship to the student</b>		
<b>Date of Birth</b>		
<b>Address</b>		
<b>Postcode/County</b>		
<b>Telephone/ Mobile number</b>		
<b>Email address</b>		

<b>Family name</b>		
<b>Given Names</b>		
<b>Relationship to the student</b>		
<b>Date of Birth</b>		
<b>Address</b>		
<b>Postcode/County</b>		
<b>Telephone/ Mobile number</b>		
<b>Email address</b>		



Please specify who will take up relative/custodian arrangements while in Australia:  
(Tick one option only)

☐ **Option A**

Living in an accepted by Murdoch University's approved accommodation provider – Australian Homestay Network or Murdoch University Campus Living Village in conjunction with approved Welfare provider ISA Student Advocates. (Please complete Sections 3 and 5)

**OR**

☐ **Option B**

Student is intending to reside with parent or close relative subject to approval by the Department of Home Affairs. (Please complete Sections 4 and 5)

**Parental consent to disclose personal information:**

I hereby grant permission to Murdoch University staff to verify my child's visa conditions or the Department of Home Affairs Visa Entitlement Verification Online (VEVO) website. ☐ YES ☐ NO.

Parent / Legal Guardian/Custodian signature \_\_\_\_\_ Date \_\_\_\_\_

Parent / Legal Guardian/Custodian signature \_\_\_\_\_ Date \_\_\_\_\_

**Section 3, Option A:** Student entering into welfare arrangements with an approved homestay provider.

**Step 1: Arrange Accommodation**

Parent/s or Legal guardian/custodian must arrange accommodation for the Under age 18 International Students (Minors) at [Australian Homestay Network](#) OR [Murdoch University Campus Living Village](#).

**Step 2: Arrange Welfare Services**

Murdoch University's approved welfare services provider is ISA Student Advocates. ISA specialises in providing support, security and advocacy services to international students during your study time in Australia. They have over 20 years' experience working with international students and education providers across Australia.

[Click here](#) to learn more about ISA's services. [Click here](#) to register for the service.

Application form - <https://admin.studentguardians.com/apply>.

**Step 3: Notify Murdoch University of the arrangements**

Complete the checklist below and the declaration on the following page. A copy of this document must be returned to [Murdoch International Admissions](#) directly (if you are a direct applicant) or via your [Murdoch University pathway provider](#) (if you are a pathway student).

*Note: A Confirmation of Appropriate Accommodation and Welfare (CAAW) is required for this option.*

**Checklist - Please ensure the following documents are submitted with this form**

☐ Certified copy of the parent(s) or legal guardian/custodian's identification with photo and signature. (Example: passport, driver's licence or official ID Card). If the identification is not in English, certified English translated copies must be provided.

☐ Certified evidence of relationship (Example: birth certificate, evidence of the custodianship document - this may include legal documents, travel or court orders) If the documentation is not in English, certified English translated copies must be provided

☐ A copy of approved Accommodation / Accommodation agreement

☐ A copy of the completed ISA Student Advocates Services Agreement.



**Section 4, Option B:** Student who is intending to reside with close relative subject to approval by the Department of Home Affairs. To be completed by a suitable parent or close relative recognised by the Department.

**Step 1: About the close relative**

It is the close relative's responsibility to inform Murdoch University of any changes to the approved or existing welfare and accommodation arrangements.

**A relative is defined as any of the following:**

<input type="checkbox"/> Parent	<input type="checkbox"/> Step-brother	<input type="checkbox"/> Uncle	<input type="checkbox"/> Step-niece
<input type="checkbox"/> Adoptive	<input type="checkbox"/> Step-sister	<input type="checkbox"/> Step-aunt	<input type="checkbox"/> Step-nephew
<input type="checkbox"/> Step-parent	<input type="checkbox"/> Grandparent	<input type="checkbox"/> Step-uncle	<b>(please tick the relative or custodian that you are nominating)</b>
<input type="checkbox"/> Brother	<input type="checkbox"/> Step-grandparent	<input type="checkbox"/> Niece	
<input type="checkbox"/> Sister	<input type="checkbox"/> Aunt	<input type="checkbox"/> Nephew	

Select this option if your child will be living in Australia with either:

- a parent on a Student Guardian Visa (subclass 590); or a Department of Home Affairs approved close relative.

You must provide details of the parent or DHA approved relative below.

Please note:

1. A list of relatives accepted by the DHA is provided on Form 157N Nomination of a [student guardian to your application](#).
2. Murdoch University will **not** issue a 'Confirmation of Appropriate Accommodation and Welfare' letter (CAAW), as the accommodation and welfare arrangements will be approved by the DHA.

**Full name of who the student will be staying with**

**Relationship to the student**

**Address**

**Postcode**

**Email address**

**Telephone/  
Mobile number**

**Status in Australia: (tick one):**

- ☐ Australian Citizen      ☐ Permanent Resident      ☐ Student/Temporary Residence Visa Holder

**Nationality: (as per passport)**

**Passport Number:**



## **Step 2: Notify Murdoch University of the arrangements**

Complete the checklist below and the declaration on the following page. A copy of this document must be returned to Murdoch International Admissions directly (if you are a direct applicant) or via your Murdoch University pathway provider (if you are a pathway student).

### **Checklist - Please ensure the following documents are submitted with this form**

- ☐ Certified copy of the parent(s) or legal guardian/custodian's identification with photo and signature. (Example: passport, driver's licence or official ID Card) If the identification is not in English, certified English translated copies must be provided.
- ☐ Certified evidence of relationship (Example: birth certificate, evidence of the custodianship document - this may include legal documents, travel or court orders) If the documentation is not in English, certified English translated copies must be provided.
- ☐ Certified copy of the nominated relative's identification with photo and signature. (Example: passport, driver's licence or official ID Card) If the identification is not in English, certified English translated copies must be provided.
- ☐ Nominated relative's proof of your relationship. If the documentation is not in English, certified English translated copies must be provided
- ☐ Proof of the custodian/ nominated relative's residency status in Australia (if applicable)
- ☐ Written declaration from parent/s or legal guardian/custodian's that this nominated person will be acting as their custodian until they turn 18



## Section 5: Declaration.

I understand and agree to the following:

- The welfare and accommodation arrangements approved on this document are until the student turns 18 years of age and cannot be changed without prior consent from Murdoch University.
- Any alteration to the arrangements will require a new approval process, which includes the new documentation to be signed by the parent/guardian.
- Murdoch University will only consider the changes to the agreed Welfare and Accommodation Agreement for the following reasons:
  - Failure on the part of the caregiver or accommodation provider to deliver the appropriate services to the student. This will be determined by Murdoch University
  - A parent who arrives in Perth on a guardianship visa in order to resume the students care arrangements.
- Murdoch University reserves the right to require changes to the care or accommodation arrangements due to the following circumstances:
  - The caregiver or accommodation provider fails to give the appropriate services stipulated to the student.
  - Any form of dishonest or inappropriate behaviour by the caregiver or the accommodation provider
- If the student does not follow the agreed arrangements, Murdoch University may cancel student's CAAW letter. **This could lead to Student's visa being cancelled.**
- Student must contact Murdoch University 14 days before commencing to confirm their arrival before Orientation week to arrange a meeting.
- Parent(s)/custodian(s) to accept offer letter on student's behalf.

Parent / Legal Guardian/Custodian signature \_\_\_\_\_ Date \_\_\_\_\_

Parent / Legal Guardian/Custodian signature \_\_\_\_\_ Date \_\_\_\_\_

### Privacy notice

Murdoch University collects the information on this form to meet Australian Government requirements for international students under 18 years of age. These requirements are set out in the ESOS Act 2000 and are part of the student visa regulations.

We use this information to confirm your accommodation and welfare arrangements. If you do not provide it, we may not be able to issue the documents you need to apply for your student visa, and your visa may not be granted.

Your personal information will be handled in accordance with Murdoch University's [Privacy Policy](#), which outlines:

- How your information is used and stored
- When it may be shared (e.g. for legal reasons or safety concerns)
- How you can access or correct your personal information
- How to make a complaint if you believe your privacy has been breached

