



# Skilled Migration Services

## Document checklist

ASSESSMENT:

REFERENCE:

### Modified assessment

#### Proof of Identity

- Copy of passport biodata
- Passport-quality photo taken within the last 6 months
- Change of name document (if applicable)

#### Qualification

- Graduation certificate(s) from all nursing qualifications/courses that have led to registration in Australia AND overseas
- Transcripts of training

#### Work experience

- If you need to have work assessed for visa points, you must submit a professional reference that meets ANMAC criteria (see attached template). You will also need to submit registration verification to support this work\*.

#### Agent declaration

- Signed by both the applicant and the agent (if applicable)

### Modified PLUS assessment

#### Proof of Identity

- Copy of passport biodata
- Passport-quality photo taken within the last 6 months
- Change of name document (if applicable)

#### Qualification

- Graduation certificate(s) from all nursing qualifications/courses that have led to registration in Australia AND overseas
- Transcripts of training

#### Work experience

- If you need to have work assessed for visa points, you must submit a professional reference that meets ANMAC criteria (see attached template)

#### Letter from AHPRA

- Valid 'Notice of in principal approval of registration subject to proof of identity'

#### Agent declaration

- Signed by both the applicant and the agent (if applicable)

### Full assessment

#### Proof of Identity

- Copy of passport biodata
- Passport-quality photo taken within the last 6 months
- Change of name document (if applicable)

#### Qualification

- Graduation certificate(s) from all nursing qualifications/courses that have led to registration in Australia AND overseas
- Transcripts of training including details of theoretical and clinical hours completed

#### Work experience

- Professional reference with a minimum of 3 months' paid work experience (at least 494 hours)
- Registration verification from all jurisdictions that you have been registered as a nurse and/or midwife

#### Agent declaration

- Signed by both the applicant and the agent (if applicable)

More information about required documents can be found on the respective assessment pages at [www.anmac.org.au/skilled-migrants](http://www.anmac.org.au/skilled-migrants)

#### \* Mandatory requirement:

ANMAC will not report on work that is not supported by registration. If you are submitting a professional reference to ANMAC for assessment you MUST also arrange for verification of registration/'certificate of good standing' from the relevant overseas jurisdiction. This information must be posted to ANMAC or emailed to [verification@anmac.org.au](mailto:verification@anmac.org.au). Emails from non-official email addresses will not be accepted eg.Gmail, Yahoo and Hotmail.

#### Assessment information

ANMAC reserves the right to request further documentation from you. If required, you will be notified by email.

#### Upload requirements for documents

A colour copy of the original document at 600 dpi resolution or more. The files must be a .pdf with the passport sized photo saved as a .jpeg, .jpg or .png.

All other file types, including CamScanner, will not be accepted. Certified copies will also not be accepted.

Documents must be translated to English by a NAATI translator (where applicable). Both the original and the translated documents must be uploaded.

**Your assessment may be delayed if you do not upload documents that meet the above requirements.**

### PROOF OF IDENTITY

- Colour copy of passport
- Certified copies of at least **two (2)** other official identity documents including one official photo bearing ID such as:
  - Birth certificate
  - Australian visa or Immicard
  - Driver license or ID card issued by country of citizenship
- Passport sized photo, in colour and on a white background – taken in the last 6 months
- Change of name document (if applicable).

### AGENT DECLARATION (IF APPLICABLE)

- Signed by both the [migration agent](#) and the applicant.

CHOOSE THE MOST SUITABLE OPTION BASED ON YOUR SITUATION

### SKILLS AND QUALIFICATIONS

**Certificate III minimum qualification in a relevant field obtained overseas.** This includes nursing qualifications that have led to professional registration in that same country.

Please upload the following documents to the ANMAC portal:

1. Graduation certificate
2. Transcript confirming completion.

**Note: You don't need a skills assessment if your qualification was obtained in Australia**

OR

### WORK EXPERIENCE

If you do not have a Certificate III minimum qualification, you are required to **provide evidence of full-time paid work experience** for at least 12 months in a relevant area.

Relevant areas do not include childcare or disability support.

Please upload the following documents to the ANMAC portal:

- A professional reference written by a nursing supervisor. This is mandatory. The reference must describe your role, the tasks you undertake and provide the dates and hours of your employment.
- Please ensure your referee provides their work email address and agrees to be contacted by ANMAC to verify your employment claims. The reference must be issued on official company letterhead.
  - Official email addresses only - no free web-based email address will be accepted
  - Statutory declarations will not be accepted in lieu of formal documentation
- A service statement issued by your employer confirming your employment.
- Evidence of payment which includes 2 payslips and/or tax statements.
- Contract of employment.
- ANMAC cannot assess work experience where cash payment has been received.
- ANMAC must be able to verify your claims of work experience. Confirmed fraud with result in a negative skills assessment outcome and a 2-year lock-out period for a new skills assessment.

- **Original documents** must be scanned at 600 dpi and in colour. They must also be in PDF version
- The photo needs to also be **scanned at 600 dpi and in colour**. This **image** must be received by ANMAC as a **jpg, jpeg or png version**. Your scanner settings will allow you to do this
- **ANMAC will not accept documents that have been uploaded using CamScanner (or similar programs)**
- **Important:** Please make sure you **scroll down** to the bottom of the upload page and **select 'save'**. This will ensure your documents are sent to the assessment team.