

GTE CHECKLIST

This checklist was created in response to the changes made by the Australian High Commission (AHC) regarding the length of the GTE statement and to allow for a clean assessment process to help all stakeholders in the student and visa application process.

The document is split into separate sections to align with the changes made by the Australian High Commission (AHC) regarding the length of the GTE statement and to allow for an easier assessment process for the agent, provider and visa officer.

HOW TO USE THIS DOCUMENT

You must complete all sections of this document before submitting it with your application. This document must be submitted as part of the application for the provider and as the GTE statement for the visa application.

1. GTE STATEMENT

Your GTE statement has a word limit of 300 words (2000 characters), please do not go over this limit. You must explain that:

- You are genuinely coming to Australia to study and not for any other reason
- You will only be residing in Australia for the time allowed on your visa (and not overstaying)

Please focus on your ties (financial, family and social) to your home country, your potential future employment and why education in your home country is not the right choice for you.

Before filling out this form, please read the information provided in the links below:

- [Change to student visa application: GTE statement length](#)
- [Genuine temporary entrant requirement](#)

2. SUPPORTING INFORMATION

Your supporting information must be true information that can be proven by providing supporting documents. For example, if you list a period of employment, you must be able to prove this employment is genuine with supporting documents. If you cannot prove the employment is genuine, you must not list it in the supporting information.

3. FINANCIAL

The financial section is broken into two sections:

- The costs you need to be able to show as part of your visa application
- Your source of funding

You need to work out the total costs you need to show as part of your visa application using the table. Once you have completed this information you need to provide the source of funding and supporting evidence. You need to make sure the evidence of funds covers the total costs you need to show.

4. DOCUMENT CHECKLIST

The document checklist should be updated to reflect your GTE statement and supporting information. If you make mention of employment, the proof of employment documents should be listed in the document checklist.

You must check that you have included all documents mentioned in the document checklist.

5. DECLARATIONS

There are two declarations. One for you (the student) and one for your agent. Before signing the declaration, you must read it and be certain you have completed everything you are agreeing to in the declaration.

Student name	Click or tap here to enter text.		
Date of birth	Click or tap here to enter text.	Gender	Choose an item.
Course	Click or tap here to enter text.	Intake date	Click or tap here to enter text.
Agency	Click or tap here to enter text.		

You need to check that every section of this table is complete. If something is missing, you need to go back to the student and ask them to complete the information.

GTE STATEMENT

Please type your GTE statement in this section.

You must check the word count before you submit this document as it will not be accepted by the admissions team if it is over the 300-word count.

Click or tap here to enter text.

The GTE statement must be typed (it cannot be handwritten). The GTE statement CANNOT be more than 300 words. When you review the content, you need to be asking yourself:

- 1. does this explain to me why the student cannot do their course in their home country?*
- 2. does this explain the students ties to their home country? Personal, social, financial?*
- 3. does this clearly show the student is a genuine temporary entrant?*
- 4. am I satisfied that this statement explains why the student will benefit from coming to Australia for their studies?*

If you are satisfied with the content, you need to select the information in the box above and do a word count before you. If it is more than 300 words, it needs to be reduced by the student.

If you are not satisfied with the content, you need to provide feedback to the student and ask them to provide an updated GTE statement.

The statement must be written by the student in their own words. GTE statements that are a copy and paste from a website or a template used by multiple students will be rejected without an opportunity for resubmission.

Before you submit this document to the admissions team, you have to be satisfied with both the word count and the statement itself.

SUPPORTING INFORMATION

1. Please list all activity from year 10 until today's date. This includes all study, employment and other activity. You must be able to provide supporting documents for any activity you list here.

Activity	Start date	End date
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

2. If you have a gap of 12 months with no work or study, please explain what you have been doing.

Here the student needs to list every activity they have undertaken from year 10 onwards. It needs to be in chronological order and you must be able to provide documents to support all information provided. If there is a significant gap (a time when the student is not studying or working) then you will need to add another document with a statement from the student explaining their gap.

If you cannot provide verified, genuine evidence then do not include it in the supporting information.

3. Please list all family members and close friends in Australia

Name	Relationship	Visa type	City of residency
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

You need to talk to the student and make sure they are sharing information on all family members and close family.

AGENTS: If you have a student applying to study in Sydney and they have family and friends in Melbourne, you need to ask them why they want to study in Sydney. It is important that the student has considered their support network in Australia. We do not want to see a student arrive for a course in Sydney, then apply to move to Melbourne because they have friends or family in Melbourne and they need the support network.

4. What is your marital status? Choose an item. Date of relationship: Click or tap here to enter text.

If the student chooses a status other than single, they will need to provide supporting evidence of the relationship status.

5. Do you have any children? Choose an item. If yes, how many children: Click or tap here to enter text.

6. Will your partner and/or child(ren) be joining you in Australia? No Yes NA

7. What will your partner and/or child(ren) be doing while you are studying? (If you do not have a spouse or children, write NA)

8. Have you, your partner and/or child(ren) travelled internationally before now? No Yes

If yes, please share the visa type and the country(ies) travelled to

The visa history of the student and their family is visible to the visa officers when they conduct their assessment. As a result, you cannot hide this information so please share the correct information. As the agent, you need to make sure you ask the student these questions. Ask to see their passport to see if they've travelled out of their home country

9. Have you, your partner and/or child(ren) been refused entry to any country? No Yes NA

10. Have you, your partner and/or child(ren) ever breached or overstayed a visa? No Yes NA

11. Have you, your partner and/ or child(ren) had a visa denied, cancelled or been deported? No Yes NA

If you have answered yes to questions 8, 9 or 10, please provide an explanation here including why you don't think this will impact your visa application. Please also provide documents and add them to the document checklist.

Click or tap here to enter text.

12. Visa history:

Please complete the section below by entering details of past visa applications and visa history.

Country	Category of Visa	Date of Application	Outcome of Visa Application
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

The visa history of the student and their family is visible to the visa officers when they conduct their assessment. As a result, you cannot hide this information so please share the correct information. As the agent, you need to make sure you ask the student these questions. Ask to see their passport to see if they've travelled out of their home country

FINANCIAL

Use the table below to work out how much money you need to show before you are eligible for a full offer.

Expenses	Required for	Amount needed (AUD)	Estimated amount (please complete)
Travel	Applicant	Return airfare to Australia	AUD Click or tap here to enter text.
	Family member(s)	Return airfare to Australia (each family member travelling)	AUD Click or tap here to enter text.
Tuition	Applicant	Tuition fees for 12 months	AUD Click or tap here to enter text.
	School aged child(ren)	AUD8,296.00 per school aged child	AUD Click or tap here to enter text.
Living costs	Applicant	AUD21,041.00 per year	AUD Click or tap here to enter text.
	Spouse / partner	AUD7,362.00 per year	AUD Click or tap here to enter text.
	Child	AUD3,152.00 per year	AUD Click or tap here to enter text.
Total costs			AUD Click or tap here to enter text.

Please make sure you double check these costs and make sure they are correct. The student needs to be clear on the costs they will need to cover in their first year of study.

13. How will you fund your studies while you are in Australia? Choose an item.

Based your funding type, please provide the relevant documents. Please translate all documents.

Self-funded, sponsored (private) or government/corporate sponsor

Document	Country of issue	Institution	Date of issue	Amount (local \$)	Amount (AUD)
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Bank loan

Document	Country of issue	Institution	Date of issue	Amount (local \$)	Amount (AUD)
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Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
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Funding evidence must be genuine and verified by you. If you cannot verify it, you cannot use it.

DOCUMENT CHECKLIST

Please make a note of each document provided to support information provided in this Statement of Purpose (SOP)

Relevant question number	Document name
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.

If you have referred to something e.g. Bank statement or employment in this document, you need to list the supporting documents in this document checklist and provide a copy of the documents.

STUDENT DECLARATION

I declare that:

1. I intend to stay in Australia temporarily
2. I answered all questions in my own words
3. The GTE statement is written in my own words
4. I am able to provide financial documents on request to substantiate my statements
5. The information I have provided is true and genuine

Name	Click or tap here to enter text.
Signature	Click or tap here to enter text.
Date	Click or tap here to enter text.

AGENT DECLARATION

I declare that:

1. The answers were written by the student in their own words
2. The GTE statement was written by the student in their own words
3. I have reviewed this document and identified all supporting documents that need to be included. These have been listed in the document checklist section
4. I have seen all documents mentioned in the checklist and verify they are genuine
5. I am satisfied the student meets the financial requirements for their visa application and am able to provide financial documents on request to substantiate my statements
6. I confirm this is the GTE Statement that will be submitted as part of the student visa application

Name	Click or tap here to enter text.
Signature	Click or tap here to enter text.
Date	Click or tap here to enter text.

This is the document that must be submitted as the GTE statement for the visa application. The provider and the visa officer must be reviewing the same information so we can decide based on the same information.