

## Application Instructions RMIT Under 18 Welfare

### Option 3 – Individual caregiver (family friend or cousin only)

Welfare is determined according to the Option that parents tick on the [Under 18 Student Welfare and Accommodation Approval Form](#). Only one option may be ticked. Applicants who are not applying for a program through an [RMIT agent](#) must provide properly certified documentation. Applicants applying in person may have copies certified by RMIT staff. Welfare is assessed strictly after the lodgement of Offer Response Form.

**Option 3 – Individual caregiver** is nominated by the student's family

This option is used where the family has a cousin or family friend in Melbourne who can act as the individual caregiver. The nominated person must attend a compulsory RMIT [individual caregiver interview](#) in person and must:

- ✓ be over 21 years of age
- ✓ be able to stay in Australia until the student has turned 18 (as evidenced by valid visa)
- ✓ be of sound character (as evidenced by a Working with Children Check).

Holders of Bridging Visas will not be approved as individual caregivers or hosts by RMIT.

If the nominated person does not wish to host the student, the student's family may apply for accommodation directly through an [RMIT-approved accommodation provider](#) (hostel type – See PART D below). Homestay is an alternative to hostel-type accommodation, which is arranged by RMIT (see PART D below).

**Sections which must be completed are: Parts A, B, C, D & E**  
**You must use Option 3 Checklist which follows**

## CHECKLIST

Please ensure that all information is supplied. Missing information or documentation will result in delays for the student:

### PART A

- Student number
- Date of birth
- Gender
- Family names
- Given names
- Citizenship
- Passport Number
- Personal email address
- Telephone number
- Program name
- Commencement date (precise date required)

### PART B

- Names and addresses of both parents
- Telephone number, fax number and email address of each parent
- Tick confirmation that a certified form of **parent identification** which combines photo and signature for each parent (for example, a passport) has been attached. If passports are not available, please refer to the [Parent ID \(no passport available\) signature verification instructions](#)  
*(If student has only one legal custodian, evidence showing sole legal custody or a Death Certificate of one parent must be supplied, otherwise authorisation of both parents is required in every instance where parental authorisation is required)*
- Tick **Option 3**
- Specify duration of welfare arrangement (precise dates)

### PART C – Option 3

- Family name, given names
- Date of birth
- Gender
- Precise relationship of nominated caregiver to student
- Address
- Home telephone number
- Mobile telephone number
- Email address

## **PART D**

- Tick one box for type of accommodation required
  - Homestay, **or**
  - Hostel name, **or**
    - Copy of rental agreement/lease must be supplied
  - Staying with relative/family friend:
    - Family name, given names
    - Date of birth
    - Precise relationship of host to student
    - Address telephone numbers, email address

As soon as flight details are known, student and/or agent must request homestay. Please visit the [Student Accommodation Services](#) web site and apply for homestay. The RMIT Application is located on the left-hand side as you open the page.

Unless the nominated individual caregiver or host agrees at interview to collect the student from the airport, RMIT airport pick-up must be requested. You will be sent instructions about how to apply for airport pick up in the welfare approval email. Once booked, a copy of the [Harlan Transport](#) confirmation must be sent to [ISUnder18@rmit.edu.au](mailto:ISUnder18@rmit.edu.au)

**Note:** *Students must travel directly from airport to their RMIT-approved accommodation, even if accompanied by parents. If parents wish their child to stay with them upon arrival, a Temporary Welfare Waive request must firstly be approved. Please request the form from the RMIT Under 18 Welfare Officer. Requests submitted during peak periods or within four weeks of arrival cannot be assessed.*

## **PART E**

- Signature of father/custodian, plus signature date
- Signature of mother/custodian, plus signature date
- Name of nominated welfare provider
- Signature of welfare provider, plus signature date