



Australian Government

Department of Immigration
and Border Protection

ImmiAccount – How to submit an application for citizenship by conferral or citizenship by descent

Version: 1 (22-7-2015)

Citizenship by conferral

You should apply for citizenship by conferral if you meet the general eligibility criteria for Australian citizenship, that is, you:

- are aged 18 years or over and under 60
- are a migrant who is a permanent resident
- satisfy the residence requirement
- are likely to reside, or to continue to reside, in Australia or to maintain a close and continuing association with Australia, and
- are of good character.

Citizenship by descent

You may be able to apply for citizenship by descent if:

- you were born outside Australia on or after 26 January 1949 and a parent of yours was an Australian citizen at the time of your birth
- you were born outside Australia or New Guinea before 26 January 1949 and a parent of yours was an Australian citizen on 26 January 1949..

Refer to the [citizenship website](#) for information about applying for citizenship.

Login to your **ImmiAccount**.



For information on how to login to your **ImmiAccount**, refer to the **How to login to ImmiAccount** Quick Reference Guide.

The **My applications summary** page displays.

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ImmiAccount

My applications | My preferences | Related Links | Help and support

My applications summary

New Application 1 | Port Application | Manage Payments

Advanced search

List of applications

Reference no.	Application type	Name	Date of birth	Status	Last updated	Select action
No results found.						

Submit Applications

1. Click **New Application**.

The **New application** page displays.

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New application

Click on an application type from the list below to start an application, or you can use the [Visa Finder](#)

Application group	Application type
<input type="radio"/> Air & Sea Crew <input checked="" type="radio"/> Citizenship 2 <input type="radio"/> Family <input type="radio"/> Health <input type="radio"/> Resident Return <input type="radio"/> Skilled Migration <input type="radio"/> Student <input type="radio"/> Temporary Work <input type="radio"/> Visitor <input type="radio"/> Work & Holiday	Australian citizenship by conferral 3 Australian citizenship by descent

1 - 10 of 10 results Page 1


Cancel

2. From the **Application group**, click the **Citizenship** icon to reveal a list of **Application types**.
3. Select either **Australian citizenship by conferral** or **Australian citizenship by descent**.

The Australian citizenship by... Terms and Conditions page displays.



There are different forms for **citizenship by conferral** and **citizenship by descent** applications.



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Online Lodgement

Application for Australian citizenship by conferral


Transaction Reference Number (TRN): EGNN3MKF6W
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Terms and conditions

[View Terms and conditions](#)

[View Privacy statement](#)

☐ I have read and agree to the terms and conditions



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- To read the terms and conditions of the application, follow the **View Terms and Conditions** link.
- To confirm you have read and agree to the Terms and Conditions, click the **I have read and agree to the terms and conditions** checkbox.
- Click **Next**.

Relevant questions specific to each form will display for you to answer.



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Online Lodgement

Application for Australian citizenship by conferral

Transaction Reference Number (TRN): EGNN3PJ6XC
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Application context

Current location

Is the applicant currently outside Australia?
☐ Yes ☐ No

Eligibility ?

Select the situation that applies to the applicant. Where more than one situation applies, select one and bring this to the attention of the citizenship officer at the applicant's appointment.

☐ Aged under 18 years
☐ Aged 60 years or over
☐ Born to a former Australian citizen
☐ Suffering a permanent loss or substantial impairment of hearing, speech or sight
☐ Permanently physically or mentally incapacitated and is not capable of understanding the nature of the application
☐ Born in Papua before 16 September 1975 and at the time had a parent who was born in Australia as now defined
☐ None of the above

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Complete each question.

7. Click **Next**.

Continue answering questions on each subsequent page.

The **Application for Australian citizenship by... Proof of identity** page displays.



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Online Lodgement

Application for Australian citizenship by conferral

Transaction Reference Number (TRN): EGN3PJ6XC
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Proof of identity

Documents with photograph and signature

Select one document from the list below

☐ Aircrew identity document
☐ DFTTA
☐ Military identity document
☐ National identity card
☐ Other document
☒ Passport
☐ Proof of age card
☐ Seafarer identity document
☐ Student card
☐ United Nations High Commissioner for Refugees (UNHCR) document

Have all the details of the applicant's passport or document for travel already been collected in this application?
☒ Yes ☐ No

Select the relevant passport or document for travel: 1234587854 ALBANIA - ALB

Passport details

Document identifier	1234587854
Family name	Rath
Given names	Dave
Date of birth	28 May 1986
Place of birth	
Nationality of bearer	CANADA - CAN
Sex	Male
Date of issue	04 Feb 2005
Date of expiry	04 Feb 2010
Place of issue / Issuing authority	Frlirec
Issuing country	ALBANIA - ALB
National identity number	

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8. Click a radio button to select one document from the list.



More fields will display for you to complete, depending on which document type you have chosen.

9. Complete the document details fields.

10. Click **Next**.

When you have completed all the **Proof of identity** questions, the **Declarations** page displays.



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Application for Australian citizenship by conferral

Transaction Reference Number (TRN): EGNN3PJ6XC
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Declarations

Warning: It is an offence under section 50 of the Australian Citizenship Act 2007 to deliberately make, or cause to make, a false or misleading statement, or conceal circumstances in relation to an application. Read the following carefully before lodging.

The applicant declares that:

- They intend to reside or continue to reside in Australia, or maintain a close and continuing association with Australia.
- The information they have supplied in this form is complete, truthful and correct in every detail.

If they have read the information contained in [Form 1442i](#) Privacy notice and in [Form 1243i](#) their personal identifying information.

They understand that the department may collect, use and disclose their personal information (including biometric information and other sensitive information) as outlined in [Form 1442i](#) Privacy notice.

☐ Agree
 ☐ Do not agree

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Help and

11. Select the **Agree** button.

12. Click **Next**.

The **Review** page displays.

Online Lodgement

Application for Australian citizenship by conferral

Transaction Reference Number (TRN): EGN3PJ6XC

Review Page

Please check that the information provided is correct before you continue.

Application context

[Click here to edit the Application context](#)

Current location

Is the applicant currently outside Australia?
☐ No

Does the applicant intend to depart Australia within the next 12 months?
☐ No

Character declarations

[Click here to edit the Character declarations](#)

Has the applicant been convicted of, or found guilty of, any offences overseas or in Australia (include all traffic offences which went to court, including offences declared in your permanent residence application, and any 'spent' convictions)?
☐ No

Proof of identity

[Click here to edit the Proof of identity](#)

Present country of citizenship

Does the applicant have evidence of their present country of citizenship?
☐ No

Consent declarations

[Click here to edit the Consent declarations](#)

The applicant declares that they:

- Consent to the applicant's personal information being provided to the National Police Checking Service (NPCS) for the purpose of conducting a National Police Check in relation to the application.

and respect the values of Australian society.

They have read the information contained in [Form 1442i](#) Privacy notice and in [Form 1243i](#) Your personal identifying information.

They understand that the department may collect, use and disclose their personal information (including biometric information and other sensitive information) as outlined in [Form 1442i](#) Privacy notice.

☐ Agree

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Carefully review all of the information provided and ensure it is correct before proceeding with your application.

13. Click **Next**.

The **Providing supporting evidence** page displays.

Application for Australian citizenship by conferral

Providing supporting evidence ⓘ

Transaction Reference Number (TRN): EGNN3PJ6XC

By providing evidence prior to submitting, the department will be able to process the application in a timely manner.

Person 1 - Dave Rath (28 May 1986)

Supporting evidence

Evidence type	Document type	Progress	Action
Document including photograph and signature	Passport	Required	Attach document ⓘ
Address - Residential, Evidence of	Drivers Licence	Required	Attach document ⓘ
Date of birth and birth name, evidence of	Birth Certificate	Required	Attach document ⓘ
Form 1195 Identity declaration	Form 1195 Identity declaration	Required	Attach document ⓘ
Form 1195 Identity declaration	Photograph - Passport	Required	Attach document ⓘ
Form 1195 Identity declaration	Photograph - Rear, endorsed	Required	Attach document ⓘ

Attachments provided

Evidence type	Document type	Description	Date received	Filename	Action
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This page lists the documents required to be attached to the application for the main applicant, any children included in the application, and responsible parents, if applicable.

You must attach a scanned copy of the original of all documents selected.


14. Attach each of the required documents.



For detailed instructions on how to attach documents to your citizenship application, refer to the **How to attach documents to a citizenship application** Quick Reference Guide.

15. When you have attached all of the documents, click **Next**.

The **Submit application** page displays.



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Application for Australian citizenship by conferral

Transaction Reference Number (TRN): EGNN3PJ6XC

Submit Application

This application is now ready to submit. You can submit it now or return to your account and submit it at a later date.

Your application will not be processed until after it is submitted.

Submit Now
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16. Click **Submit Now**.

The **Make a payment** page displays.






Make a payment

Application charges ?

Reference no.	Name	Date of birth	Price (AUD)
E6NN3PJ6XC	RATH, David	28 May 1986	260.00

Total application charges: \$260.00 (AUD)

Payment by debit/credit card

Required field *

Debit/credit card number *

required

Expiry date (MM/YY) *

▼

▼

Name on debit/credit card *

required

Card security code (CSC) *

required

[What is a CSC?](#)

Credit card surcharge (AUD)

\$ 0.00

[What is the credit card surcharge?](#)

Total payment amount (AUD)

\$ 260.00

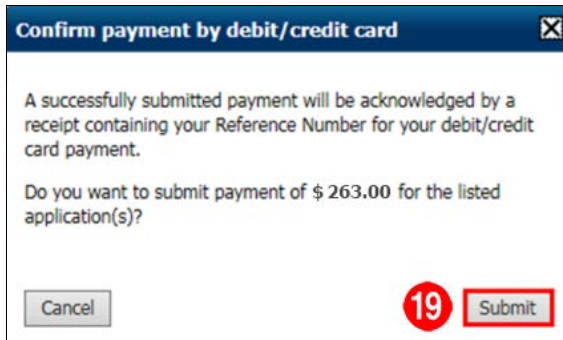
Cancel

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Submit
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17. Enter your payment details.

18. Click **Submit**.

The **Confirm payment by debit/credit card** dialog box displays.

A dialog box titled "Confirm payment by debit/credit card" with a close button (X) in the top right corner. The text inside reads: "A successfully submitted payment will be acknowledged by a receipt containing your Reference Number for your debit/credit card payment." followed by "Do you want to submit payment of \$ 263.00 for the listed application(s)?". At the bottom, there are two buttons: "Cancel" on the left and "Submit" on the right. A red circle with the number "19" is placed over the "Submit" button.

Confirm payment by debit/credit card

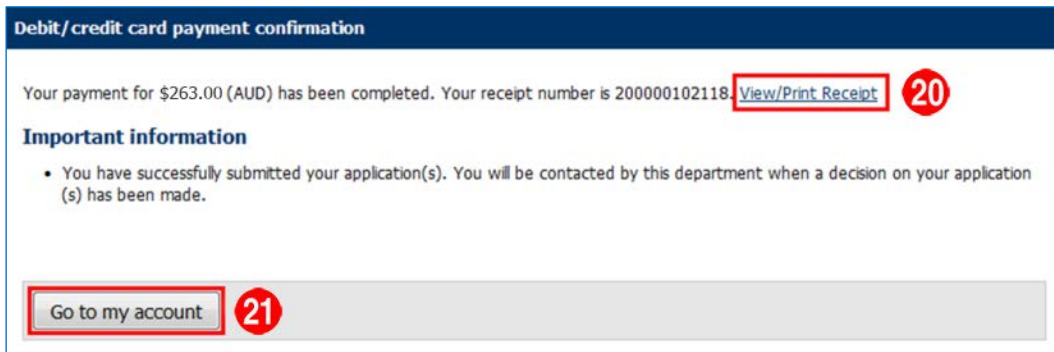
A successfully submitted payment will be acknowledged by a receipt containing your Reference Number for your debit/credit card payment.

Do you want to submit payment of \$ 263.00 for the listed application(s)?

Cancel Submit

19. Click **Submit**.

The payment is confirmed and the **Debit/credit card payment confirmation** page displays.

A page titled "Debit/credit card payment confirmation". The main text states: "Your payment for \$263.00 (AUD) has been completed. Your receipt number is 200000102118." followed by a link "View/Print Receipt" which is highlighted with a red box. A red circle with the number "20" is placed over this link. Below this, under the heading "Important information", there is a bullet point: "• You have successfully submitted your application(s). You will be contacted by this department when a decision on your application (s) has been made." At the bottom of the page, there is a button "Go to my account" which is highlighted with a red box. A red circle with the number "21" is placed over this button.

Debit/credit card payment confirmation

Your payment for \$263.00 (AUD) has been completed. Your receipt number is 200000102118. [View/Print Receipt](#)

Important information

- You have successfully submitted your application(s). You will be contacted by this department when a decision on your application (s) has been made.

[Go to my account](#)

20. If you would like to view or print the receipt for this payment, follow the **View/Print Receipt** link.

21. Click **Next**.

The **Application for Australian citizenship by...** page displays a summary of the application.

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Online Lodgement

Application for Australian citizenship by conferral

Transaction Reference Number (TRN): E6NN3PJ6XC

Information

The Application for Australian citizenship by conferral has been successfully submitted to the department.

For guidance on what documents to attach to this application (if applicable) please click on the "Document checklist" link under Related Links to the right of this page. Note: A document checklist link may not be available for all application types.

For information regarding application processing times, please click on the "Processing Times" link under Related Links to the right of this page. Note: A Processing times link may not be available for all application types.

Application documents

Type	Date	Action
Application submitted	26 Mar 2015	View application
Application fee paid	26 Mar 2015	View receipt

Correspondence for this application is currently being sent to the Primary Applicant at the following email address: rath.david@email.com

Supporting documents

The department may require additional documents to support the processing of this application. Documents may be attached using the links available under the Next steps for each person on this application or by using the Attach document button below.

[Attach document](#)

Person 1 - David Rath (28 May 1986) Processing

Proof of Identity

All documents listed below are required. Only .jpg files can be attached. File size must not exceed 500 kb

Type	Date	Progress	Action
No POI available			

Proof of Identity documents provided

Evidence Type	Document Type	Description	Date received	Filename
Current biometric photograph and signature	Birth Certificate	Birth Certificate	24/03/2015	birth cert 3.jpg
Date of birth and birth name, evidence of	Photograph - Rear, endorsed	Rear endorsed photo	24/03/2015	rear endorsed photo.png.jpg
Form 1195 Identity declaration	Passport	Passport Page 2	24/03/2015	Passport page 2 .jpg

Next steps

No next steps available.

Supporting documents provided

Evidence type	Document type	Description	Date received	Filename
No attachments available.				

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Related Links

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[Good character and offences](#)
[Citizenship and travel](#)
[Lodging outside of Australia](#)
[Conferral application process](#)
[Citizenship ceremonies](#)
[Change of address details](#)
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22. Click **> Go to my account**.

The **My applications summary** page displays with the application listed with a status of **Application received**.

You have successfully submitted a **Citizenship by conferral** application.