

**DECLARATION OF RESIDENCY STATUS**  
International Student to Permanent Resident



CRICOS Provider Code 00099F

**A. Personal Details**

<b>Student Number</b>									
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<b>Family Name</b>	
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<b>Given Names</b>	
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<b>Contact Phone (mobile preferred)</b>	
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Please ensure that all your personal contact details are accurate and up-to-date in My Student Admin.

**B. Course Details**

<b>Currently Enrolled Course</b>	
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<b>Course Code</b>	
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**C. Permanent Residency in Australia**

1. Are you the holder of a Permanent Resident visa?

Yes

Enter the date your Permanent visa is granted

Day	Month	Year

2. Have you been granted a Permanent Humanitarian Visa?

Yes  No

All students must provide official evidence of their change of Residency Status. If you are uncertain of your status, please contact the Department of Home Affairs on 131 881.

The change to your Residency Status must be submitted by the Census date for it to be effective for the current session.

Please email this form, together with your passport and official evidence of your Australian permanent residency status, to [internationalstudent@uts.edu.au](mailto:internationalstudent@uts.edu.au)

**D. Confirmation of Change to Residency**

You will receive written notification from the Student Administration Unit confirming your change in Residency status, once your form has been processed. Please allow up to 3 weeks.

**E. Essential Information**

**Undergraduate students**

An International student that obtains permanent residency and is enrolled in an undergraduate course will automatically be allocated to a Commonwealth Supported Place (CSP).

All students in a CSP must submit a 'Request for Commonwealth Support and HECS-HELP' form'. This can be submitted online via My Student Admin once you receive notification that your residency status has been updated. This form is COMPULSORY.

Further information about CSPs and your obligations as a Commonwealth Supported student are available on the Australian Government's 'Study Assist' website at: <http://studyassist.gov.au/sites/StudyAssist/>

**Postgraduate students**

An International student that obtains permanent residency and is enrolled in a postgraduate course will automatically be allocated to a Domestic Fee-Paying Place.

**Higher Degree by Research students**

Students enrolled in a PhD or a Masters by Thesis may be allocated to a Research Training Program (RTP) place. The Graduate Research School will confirm your fee status.

**Fee Rates and Payment Due Date**

If you have already received an invoice as an International student you **must** ensure that you pay those fees by the advertised due date, if you are waiting for your Permanent Residency to be issued.

New fee rates and a new payment due date will only apply once you are confirmed as a domestic student, and provided it is prior to the current Census date.

**HECS-HELP**

Students who are holders of a Permanent Humanitarian Visa and occupy a Commonwealth Supported Place may be eligible for HECS-HELP.

**FEE-HELP**

Students who are holders of a Permanent Humanitarian Visa and occupy a domestic fee paying place may be eligible for FEE-HELP.

**SA-HLEP**

If you are an Australian citizen, the holder of a permanent humanitarian visa or an eligible New Zealand citizen, you may be eligible for a SA-HELP loan.

Full details of eligibility requirements for FEE-HELP or HECS-HELP or SA-HELP are published on the Australian Government's 'Study Assist' website at: <http://studyassist.gov.au/sites/StudyAssist/>

**F. Declaration**

I declare the information provided on this 'Declaration of Residency Status' is correct and complete.

I am aware that further documentary evidence may be required by UTS in support of this Declaration.

**Signature** **Date**

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