



Australian Government
Department of Home Affairs

**First Work and Holiday Visa (subclass 462) Document Checklist
Vietnam**

Important:

- Please lodge your visa application at least **2 weeks** prior to your intended travel date. Application forms should be completed and all relevant supporting documentation provided. If you are granted a Work and Holiday visa it will be valid for 12 months from the date you arrive in Australia.
- **You do not need to provide a translation for Vietnamese language documents.** All other foreign language documents **must** be accompanied by a certified English translation.
- Applications for the First Work and Holiday visa are made online and will be processed in Vietnam. For information on second or third visas, see <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/work-holiday-462>
- You should confirm that you meet all the requirements by reading this checklist **before** you submit an application.

Step 1: Obtain a Letter of Recommendation issued by the Department of Overseas Labour (DOLAB), Ministry of Labour, Invalids and Social Affairs of Vietnam (MOLISA). Only limited numbers of letters are issued every year, once the registration process opens. See <http://laodongkyngghi.dolab.gov.vn:82/bizsoft/softdolab/html/formregister>

Step 2: Prepare and scan documents required (see the checklist below) to support your application. Check that your evidence of English language ability meets the requirements.

Step 3: Complete the online application form through [ImmiAccount](#). (Note that once an application limit has been reached based on the limit for that program year, the system will not accept any more applications.) Upload your supporting documents as part of the online application.

Step 4: Biometrics Collection: Applicants will need to attend in person to provide their fingerprints and a digital facial photograph. The collection of biometrics is conducted at, VFS Global, in Hanoi, Ho Chi Minh City or Danang. Please take your original passport with you. This process can be done directly after you lodge your application. Please **make an appointment** with the Australian Visa Application Centre in your area to provide your biometrics, which you can do online: www.vfsglobal.com/australia/vietnam

Step 5: Health requirements

You are required to undertake a health examination and meet the health requirements before being granted a Work and Holiday visa (subclass 462). This process can be done directly after you lodge your application.

To contact a clinic, please visit our website for the most up to date information:

<https://immi.homeaffairs.gov.au/help-support/contact-us/offices-and-locations/offices-outside-australia>

- Select “Vietnam” from the menu at the bottom of the page.
- In the “Panel physician” menu, click on the “Details” link
- Contact one of the clinics to make an appointment.

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The application form is completed online.

Other documents in the checklist below need to be scanned and uploaded as part of the application process.

Vietnamese language documents are acceptable.

Mandatory forms	Tick where included
<ul style="list-style-type: none"> Details of Relatives Form 	
<p>If you are using a Migration Agent or an authorised representative (or recipient) who will receive correspondence on your behalf:</p> <ul style="list-style-type: none"> Form 956: Advice by a migration agent / exempt person of providing immigration assistance Form 965A: Appointment or withdrawal of Authorised Recipient 	
Application Fee	
<p>Check the method(s) of payment which we accept: Methods of payment</p> <p>Find the fee for the Work and Holiday visa (subclass 462): Visa Pricing Estimator</p>	
Information about your identity	
One passport size photograph (this photograph must not be more than six months old)	
Birth Certificate	
Passport identity page and each page that has a visa label and entry/exit stamps for any country	
National Identity Card	
Household Registration Book (all pages)	
Letter of Recommendation	
<ul style="list-style-type: none"> Letter of Recommendation issued by the Department of Overseas Labour (DOLAB), Ministry of Labour, Invalids and Social Affairs of Vietnam (MOLISA) 	
Evidence of your tertiary qualifications	
<ul style="list-style-type: none"> Graduation certificate from a tertiary institution; or Academic transcripts from a tertiary institution showing you have completed at least two (2) years of study 	
Evidence that you have access to at least \$5,000AUD and a return ticket, or evidence of sufficient funds to purchase a return ticket	
<p>Evidence of your financial status, including:</p> <ul style="list-style-type: none"> Recent bank statements Recent credit card statements showing available balance Income from rental properties, shares or other income generating investments Any asset ownership certificates (such as house and land) you would like us to consider when assessing your visa application 	

<p>If you are employed by a company that you do not own, please provide:</p> <ul style="list-style-type: none"> • Details of your employment including; position, salary/wage, contact details of your current employer (address, telephone number and contact name) <p>If you are self-employed, please provide:</p> <ul style="list-style-type: none"> • Business licence and personal/business income tax statements for the previous financial year 	
<p>Evidence of your English proficiency</p>	
<p>You must provide one of the following:</p> <ul style="list-style-type: none"> • An International English Language Testing System (IELTS) average band score of at least 4.5 for the four test components (speaking, reading, listening and writing) <u>completed within 12 months of visa application lodgement</u>. Note: Either the General Training or Academic Modules are acceptable. Or • A Test of English as a Foreign Language internet-Based Test (TOEFL iBT) total band score of at least 32 for the four test components of speaking, reading, writing and listening <u>completed within 12 months of visa application lodgement</u>. Or • A Pearson Test of English Academic (PTE Academic) overall band score of at least 30 for the four test components of speaking, reading, writing and listening <u>completed within 12 months of visa application lodgement</u>. Or • A Cambridge English: Advanced (CAE) test overall band score of at least 147 for the four test components of speaking, reading, writing and listening and <u>the test must have been taken on or after 1 January 2015</u>. Or • Evidence that you completed all years of primary education and at least three years of secondary school at an institution where <u>all the instruction was in English</u>. Or • Evidence that you completed at least five years of secondary education (high school) at an educational institution in which <u>all instruction was in English</u>. Or • Evidence that you completed a degree, higher degree, diploma or trade certificate of at least two years of full time study (or equivalent part time study) in or outside Australia, and that <u>all instruction for that award was completed in English</u>. Or • Evidence that you completed at least one year of full-time study or equivalent towards a degree, higher degree, diploma or associate diploma at an Australian institution where all the instruction was in English. 	
<p>If you have dependent children</p>	
<p>Important: Dependent children are not allowed to accompany you to Australia at any time during your Work and Holiday visa. If you have dependent children, please provide:</p> <ul style="list-style-type: none"> • Evidence that your dependent children will not accompany you to Australia while you hold a Work and Holiday visa, such as evidence of their continued enrolment at school in Vietnam or evidence of their custody arrangements while you travel to Australia 	

For further information, please refer to information on our websites:

Hanoi: www.vietnam.embassy.gov.au/hnoi/Visas_and_Migration.html

Department of Home Affairs: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/work-holiday-462>