

Information on the Maritime Crew visa application

This information is provided to assist people to understand the process for applying for the new Maritime Crew visa (MCV). This information outlines the requirements on the application form, compares the two application methods, and outlines the basic steps to complete an application. Internet and paper MCV application forms will be available from 1 July 2007 from www.immi.gov.au/sea

Application Form Outline

The below outlines the usual information an applicant will need to provide in an MCV application form.

Personal Details

- Their family name and given names, exactly as shown in the applicant's passport, which they will use to travel to Australia.
- Other names the applicant has been known by, including name at birth, any aliases or previous married names.
- The applicant's date of birth and place of birth (town and country).
- The applicant's marital status.
- Details of the passport that the applicant will use to enter Australia. That is, the passport number, country of passport, date of issue, date of expiry, issuing authority or place of issue (as shown in passport). **Note:** if a person holds another passport, the details of that passport may also be requested.
- The applicant must confirm if they are a citizen of the country of the passport and if they hold any other citizenship.
- If a person is applying as a spouse or dependent child of a crew member, they must provide the crew member's family and given names, sex, date of birth and passport details (as above).

Contact Details

- All applicants must give their residential address in their country of usual residence (a post office box is not acceptable).
- All applicants are requested to provide their correspondence address for the application. Applicants should provide office and after hours contact telephone numbers or a mobile cell phone number.
- Applicants are asked if they wish for the department to communicate with them by fax or email and if they do, the fax number and/or email address.

Employment Details

- All applicants must provide the name, address and telephone number of the employer. For example, the vessel operator, shipping company or manning agency with whom they are employed or under offer of employment.
- A description of the employers business, for example, shipping operator, manning agency, engineering services, entertainment services, catering service.
- Job title and occupation.
- The first intended arrival date in Australia after the application is lodged (if known).

Character Declarations

All applicants must answer 'yes' or 'no' in relation to the following declarations. If an applicant answers 'yes' they must provide all relevant details.

- If they have ever been convicted of crimes or offences leading to prison sentences for 12 months or more, or have been sentenced to two or more terms of imprisonment where the total is two years imprisonment or more.
- If they have ever been subject to removal or deportation from any country, or exclusion or asked to leave any country.
- If they have committed war crimes, crimes against humanity or human rights.
- If they have been involved in any activities that would represent a risk to Australian national security.
- If they have been involved in illegal movement of people to any country.
- If they have served in a private militia, and trained in weapons/explosives use other than in the course of compulsory national military service.

General Declarations

For internet applications only.

- An agent/third party must confirm that they are acting with the knowledge and consent of the person who is seeking the visa.
- An agent/third party must confirm whether or not they are authorised by the applicant to be the contact person for the application.
- An agent/third party must confirm whether or not they are authorised by the applicant to receive character information, otherwise it will be sent to the applicant.
- An agent/third party must confirm that the information given in the application is complete, accurate and up to date to the best of their knowledge and belief from the information provided by the applicant.

For paper applications only.

- Declaration that applicant has read the information about the Maritime Crew visa validity and legal requirements to maintain the visa, and certifies that the information provided in the application is correct.
- **Paper applications are required to be personally signed and dated by the applicant.**

Comparison of Internet & Paper Applications

From 1 July 2007 an MCV may be applied for in two ways: over the internet or by completing a paper form and sending it to Brisbane (Australia). This table compares these two ways of applying for an MCV. Please note: the times provided are estimates based on standard applications and do not account for all possible occurrences.

	MCV internet Application	MCV paper application
Anticipated time it will take for an application to be received	A few minutes	1-2 weeks <i>Paper applications need to be posted to Brisbane (Australia)</i>
Anticipated time it will take to process a valid MCV application (once it is received)	3 days	4 weeks
Anticipated time it will take to notify an applicant of the outcome of their MCV application.	A few minutes if by email	A few minutes if by email, or 1-2 weeks if by post
Signature of the applicant required on the application	No	Yes <i>Paper applications are required to be personally signed and dated by the applicant</i>
Ability to check the progress of an MCV application on the internet	Yes <i>When an application is submitted a transaction reference number is provided that allows an application to be monitored on the internet</i>	No
Ability to check if a person has a valid MCV on the internet	Yes <i>The person's passport number, nationality of passport, and date of birth is required</i>	Yes <i>The person's passport number, nationality of passport, and date of birth is required</i>
Where paper application is submitted by an agent on behalf of an applicant, Form 956 <i>Advice by a migration agent/exempt person of providing immigration assistance</i> must be completed by the agent. If the applicant wants some other person to be their authorised recipient to receive written communications from the department on their behalf, they will need to fill out <i>Form 956A: Appointment or</i>	No	Yes <i>Form 956 or 956A is only required with paper applications</i>

<p><i>withdrawal of authorised recipient.</i> An authorised recipient is someone you appoint to receive written communications about your application with the department. (Note: the applicant does not need to separately complete Form 956A if they are being assisted by an agent and the agent has already completed Form 956).</p>		
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Basic Steps to Complete an Application

Internet applications

The below outlines the basic steps required to complete an MCV internet application. The application form will be available from 1 July 2007.

- 1) Open the internet application form by going to: www.immi.gov.au/sea
- 2) Answer a series of approximately 25 questions. This can be completed in a number of minutes provided the necessary information is available.
- 3) At the end of the form applicants are required to state that all the information supplied on the form is correct.
- 4) Once the form is submitted electronically a transaction reference number is provided that allows internet checking on the progress of the application.
- 5) If the visa is granted the applicant will be notified by email (where available). The visa is recorded electronically - no label will appear in the passport. It is anticipated that a standard MCV internet application will take approximately three days to be finalised.

Paper applications

The below outlines the basic steps required to complete an MCV paper application. The application form will be available from 1 July 2007.

- 1) Obtain a paper application form either by downloading it from: www.immi.gov.au/sea or by requesting a form from the nearest Australian embassy, consulate or high commission.
- 2) Answer a series of approximately 25 questions. This can be completed in a number of minutes provided the necessary information is available.
- 3) At the end of the form applicants are required to state that all the information supplied on the form is correct. The applicant needs to personally sign and date the form at this point.
- 4) The completed form is then sent by mail or courier to Brisbane (Australia) by the applicant. Where a paper application is submitted by an agent on behalf of an applicant, Form 956 *Advice by a migration agent/exempt person of providing immigration assistance* must be completed by the agent. If the applicant wants some other person to be their authorised recipient to receive written communications from the department on their behalf, they will need to fill out *Form 956A: Appointment or withdrawal of authorised recipient*. (Note: the applicant does not need to separately complete Form 956A if they are being assisted by an agent and the agent has already completed Form 956).
- 5) If the visa is granted the applicant will be notified by email or letter. The visa is recorded electronically - no label will appear in the passport. It is anticipated that a standard MCV paper application will take approximately four weeks to finalise (from time the application is received in Brisbane, Australia).

Disclaimer

This information is designed to help people understand the process for applying for a Maritime Crew visa. The Commonwealth of Australia, which includes the Department of Immigration and Citizenship, gives no representation, advice or warranty that the information is accurate or complete. The Commonwealth disclaims liability for any loss or damage incurred by any person as a result of relying on this information. For the conditions of use and full disclaimer for this site, see [Copyright & Disclaimer](http://www.immi.gov.au/functional/copyright.htm) at: www.immi.gov.au/functional/copyright.htm

Further Information

For more information about the MCV visit: www.immi.gov.au/sea