How to Complete and Lodge an Application for a Protection Visa

Form 866

You must be in Australia to apply for a Protection Visa. Depending on how you arrived, you can apply for a:
- Class XA subclass 866 Permanent Protection Visa or a
- Class XD 785 Temporary Protection Visa or a
- Class XE subclass 790 Safe Haven Enterprise Visa

There are two different ways to complete the application:
- **Paper Application**: complete a form 866 to apply for any Protection Visa. Download the [866 form](#). This can be printed and complete in pen or by editing the form in Adobe Acrobat on a computer.
- **Online Application**: complete the application through the [ImmiAccount](#) online service.

For most people making an application, we recommend a paper application. The reason for this is that to complete the application on ImmiAccount, you need to have every single answer. Often, there will be information you cannot provide at the time you are applying and this can be provided later if you are making an application on the paper form.

**Answering questions on the form**

Answer all the questions on the form if you can. If a question does not apply to you, write “NA” (which means not applicable”). If you cannot remember the answer to a question, write “cannot remember”. If you don’t know the answer to a question, write “don’t know”. RACS has a question by question guide to form 866 available online [here](#).

You should try to answer as many questions as possible as fully as possible. It is sometimes okay to write short or incomplete answers, but if you don’t write enough details, then the application could be “invalid”. For your application to be valid, you must at a minimum:
- Write your full residential address
- Explain the reasons why you are claiming protection
- Write enough information to show that you have substantially complied with the application form.

**Don’t leave out anything important**

It is very important that you mention all of the reasons why you are afraid to return to your home country. These should be either in your application form, in a separate statement or evidence you provide to the Department of Home Affairs (the Department) or at your interview. Your application form and your answers at the Department interview should include all relevant information. Relevant information includes:
- what happened to you in your home country which caused you to leave and seek protection in Australia
- the types of harm and risks that you think you would face in your home country if you were forced to return there.
The Department won’t consider information that you don’t tell them. If you don’t tell the Department some information, you may not get the chance to tell another decision maker about it later.

**If you need more space**

If you run out of space on the form, you can write more the information in a separate piece of paper and attach it to the form. For example, you can write the reasons why you left your country and why you can’t go back in a separate statement. See our factsheet “How to Write a Statement for a Protection Visa” for more information.

**Family members**

Your spouse and children can be included on the same application form if they are with you in Australia. The claims of each family member must be explained, not just those of the “family head” or just one family member. Every family member should complete a separate “Part C” of the form. Children can write their own statements if they are old enough to understand, or parents can describe in their own statements what they fear might happen to their children.

**Signing the form**

Don’t sign the form until you’re certain it’s complete. You should sign in all places where the form tells you to sign. You must only sign the declaration at the end of Part C in front of a solicitor or Justice of the Peace who will witness your signature. To find a Justice of the Peace: [http://jp.lawlink.nsw.gov.au/public/welcomePublic.do](http://jp.lawlink.nsw.gov.au/public/welcomePublic.do).

**Children**

If a child is old enough to understand the nature of the visa application and the questions in the form, they should sign the form themselves. A parent or guardian should sign on behalf of children who are too young to sign. Children under 18 do not need to sign the Australian values statement.

**Visa application charge**

A fee of $40 must be paid when you lodge. The amount of the fee can change, so check the correct amount before you apply. Your application will not be valid unless you pay this fee. In general, the payment must be made through ImmiAccount and credit card is the preferred option. You will need to include receipt details in your 866 form so it is very important that you keep a copy of the receipt.

There’s no fee if you were taken straight to detention when you arrived in Australia and have not been granted a visa before you apply for a Protection visa.

**Passports and Identification**

Get certified copies and translations of all relevant identification, which may include passports, ID cards, birth certificates, marriage certificates.

**Other documents that support your claims**
Include any other documents (and translations), photos or other forms of evidence that support your claims.

**Provide or try to get genuine identity documents, if you can do so safely**

The Department will ask you to provide evidence of your identity. If the Department asks you to provide evidence of your identity you must do so, unless you have a good reason why this is not possible. A good reason could include that it would not be safe for you to apply for or get this document or if your home government refuses to issue you with identity documentation as a result of discrimination or persecution. It will generally not be a good enough reason to say that a smuggler told you to throw your documents into the sea, or that the circumstances of fleeing your home country meant that your documents have been lost, destroyed or left behind. If this happened, the Department will expect you to get replacement documents, unless there are good reasons why it would not be safe for you to do so.

**You should not provide the Department with any documents that are not genuine**

If you give the Department a bogus document as evidence of your identity, nationality or citizenship, your visa application may be refused for this reason alone. A bogus document is a document that wasn’t issued to you, is counterfeit, has been altered without authorisation, or was obtained because of a false or misleading statement. If you have concerns about your documents, seek migration advice.

**How do I arrange translations?**


**How do I arrange certification?**


**After your application is lodged**

In order for you application to be valid, you will be required to provide “personal identifiers” (there are different requirements for children of different ages) at an appointment with the Department. After you lodge your application, you will be sent a letter informing you of the appointment. If you don’t attend your application will be found to be invalid.

Later, the Department may send you a letter inviting you to attend an interview. It is very important that you inform the Department if your contact details change. The Department does not have to give you an interview and so you provide evidence for your case as soon as you have it.
RACS is entirely independent of the Department of Home Affairs. All assistance is free.

If you would like advice or assistance, RACS offers the following service options:

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<thead>
<tr>
<th>Service</th>
<th>Day</th>
<th>Time</th>
<th>Address/Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone Advice</td>
<td>Monday to Friday</td>
<td>10AM to 1PM and 2PM to 4PM</td>
<td>(02) 8355 7227 or <a href="mailto:admin@racs.org.au">admin@racs.org.au</a></td>
</tr>
<tr>
<td>Auburn Drop-in</td>
<td>Wednesday</td>
<td>Register in person from 10 AM to 12 PM</td>
<td>Visit 44A Macquarie Road, Auburn</td>
</tr>
<tr>
<td>Parramatta Drop-in</td>
<td>Friday</td>
<td>Register in person from 10 AM to 12 PM</td>
<td>Visit 2 Darcy Road, Westmead</td>
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Please note: This fact sheet contains general information only. It does not constitute legal or migration advice. RACS is independent of the Department of Home Affairs. All assistance is free. This factsheet was prepared in November 2019.