Term 1, 2019 Applications open 1st September 2018 and close 4th February 2019. All Under 18 year students on a CAAW with UNSW must be in Sydney no later than 7th February 2019.

International students under the age of 18 on arrival in Australia must have approved accommodation and welfare arrangements in place before a student visa can be issued. These arrangements are regulated by the Australian government to ensure student safety and wellbeing.

Information booklet

Download the Information Booklet for Parents and Carers of Students (PDF)

Accommodation and welfare arrangements

Option 1 - Live in Australia with a parent/legal guardian or relative approved by Immigration Department.

For more information about this option please refer to the Immigration Department.

If you are living in Australia with a parent/legal guardian or relative approved by Immigration Department please
complete the **Under 18 International Students Living with an Approved Parent/Legal Guardian or Relative Notification Form** before you accept your offer. You are also eligible to enrol in the **UNSW Under 18 Care Program**.

OR

**Option 2** - Live in Australia unaccompanied by a parent, legal guardian, or a relative approved by Immigration Department and have a Care Arrangement approved by UNSW (fees apply). The Under 18 Care Arrangement includes the Confirmation of Appropriate Accommodation and Welfare (CAAW) letter and the **UNSW Under 18 Care Program**.

This option requires UNSW to approve the student’s accommodation and welfare arrangements.

Under 18 Care Arrangement with UNSW requires students to:

1. Live in UNSW approved accommodation at either **Unilodge@UNSW, Unilodge@Broadway or Urbanest Darling Square**.
2. Participate in the **UNSW Under 18 Care Program** until you turn 18 years of age.

Students who are accepted for UNSW Under 18 Care Arrangement will receive a Confirmation of Appropriate Accommodation and Welfare (CAAW) letter after they have accepted their offer to UNSW. The CAAW is then presented to the Immigration Department when applying for a student visa.

**Are you turning 18 before you arrive in Australia?**

If you turn 18 before or on your arrival date in Australia you can still lodge your visa application before your 18th birthday, however;

1. You must include a **Student guardianship arrangements 157N form** with your visa application.
2. You must complete questions 1-8 in the 157N Form and tick ‘YES’ for question number 8 of the form- that you will arrive in Australia after your 18th birthday.
3. Your parent/s or legal guardian must sign the 157N Form.
4. If you tick ‘NO’ in the form- that you intend to arrive in Australia before your 18th birthday, Immigration Department will ask you further questions in regards to your welfare.

**To apply for the UNSW Under 18 Care Arrangement**

1. You and your parents or legal guardian must complete the following online forms and upload as directed;
   - Option 2 to complete **Under 18 Care Arrangement** form and the online accommodation application form for **Unilodge@UNSW, Unilodge@Broadway or Urbanest Darling Square**.
   - If **Unilodge@UNSW, Unilodge@Broadway or Urbanest** is considered unsuitable, parents/guardians should contact Student Development International via email **under18@unsw.edu.au**

2. Pay FEES
   - The Under 18 Care Arrangement includes:
     - A fee for the CAAW of $150
     - A fee for the UNSW Under 18 Care Program of $8 a day from the beginning of the CAAW period until you turn 18 years of age

**How to make a payment for the Under 18 Care Arrangement**

Payment can be made online via the form **Under 18 Care Arrangement Application** using MasterCard, Visa or American Express. Once payment is complete a receipt will be forwarded to your nominated email address. You do not need to inform us that payment has been made.

**Refunds**
If a student enrolls in the Under 18 Care Arrangement and subsequently wishes to withdraw, they must notify Student Development International (SDI) by email under18@unsw.edu.au. A full refund minus the CAAW registration fee (AUD$150) will be made if written notification of withdrawal is received by SDI before the start of the care arrangements. After this date, unused portions of the UNSW Under 18 Care Program fee will be refunded. Please note that students are required to give ten working days' notice if they are discontinuing from the UNSW Under 18 Care Program.

If a student who has been issued with a Confirmation of Appropriate Accommodation and Welfare (CAAW) by UNSW withdraws from the UNSW Under 18 Care Program, the University will cancel the CAAW and notify Immigration Department that these care arrangements have ceased.

UNSW Under 18 Care Program

The UNSW Under 18 Care Program is available to students who:

1. will be under 18 when entering Australia to begin a course at UNSW
2. are post Foundation Studies students remaining in their selected Undergraduate Program (as listed on their Provisional Offer)
3. do not need a Confirmation of Appropriate Accommodation and Welfare (CAAW) in order to meet Immigration Department student visa requirements

The UNSW Under 18 Care Program includes:

- Under 18 Orientation workshops and programs
- Regular meetings with an International Student Advisor to support your academic and social adjustment
- An assigned cultural mentor to help you in your transition to study at UNSW

For more detailed information about the UNSW Under 18 Care Program refer to the Care Program information booklet.

To apply for the UNSW Under 18 Care Program

1. You and your parents or legal guardian must complete the UNSW Under 18 Care Program Application Form
2. Pay FEES
   A fee for the UNSW Under 18 Care Program of $8 a day from the beginning of the term until you turn 18 years of age.

How to make a payment for the Under 18 Care Program

Payment can be made online via the form UNSW Under 18 Care Program using MasterCard, Visa or American Express. Once payment is complete a receipt will be forwarded to your nominated email address. You do not need to inform us that payment has been made.

Refunds

If a student enrolls in the UNSW Under 18 Care Program and subsequently wishes to withdraw, they must notify Student Development International (SDI) by email under18@unsw.edu.au. A full refund will be made if written notification of withdrawal is received by SDI before the start of the UNSW Under 18 Care Program. After this date, unused portions of the UNSW Under 18 Care Program fee will be refunded. Please note that students are required to give ten working days' notice if they are discontinuing in the UNSW Under 18 Care Program.

Transitioning from UNSW Global Foundation Studies on a Package Offer

If you are on a packaged offer from UNSW Global Foundation Studies you will have been issued a conditional Confirmation of Appropriate Accommodation and Welfare (CAAW). In order to meet the conditions of your CAAW, you will need to apply for the UNSW Under 18 Care Program prior to starting your course at the UNSW.

If you are changing your Program from the one on your original conditional offer, you will need to apply for both a new CAAW
from UNSW and the **UNSW Under 18 Care Program** before accepting your new offer.

**Transitioning from another registered provider**

UNSW does not accept responsibility for an under 18 student's accommodation and welfare arrangements before the commencement date on the CAAW. The CAAW begins 14 days before the commencement of the term.

**Care arrangement process**

**Frequently asked questions**

**When will I receive the Confirmation of Appropriate Accommodation and Welfare (CAAW) and Confirmation of Enrolment (COE) I want to apply for a student visa as soon as possible?**

Student Development International (SDI) staff will then assess your application, if it meets the requirements your online application will be approved and you will be sent the CAAW and CoE. If it does not meet the requirements you will be notified.

**What do I need to do as an under 18 student with a Care Arrangement?**

1. Advise Student Development International (SDI) of your arrival details in Sydney by completing the **Notice of Arrival** form. Please also include a copy of your flight e-ticket.
2. Book an **airport pick up service**
3. View the international students online **Orientation Tutorial UNSW Essentials**
4. On arrival in Sydney go directly to your approved accommodation
5. Within 24 hours of arriving in Sydney come to **the Welcome Centre** to register your arrival
6. Register and attend the full day, on-campus **International Students Briefing Day**
7. Attend the **Under 18's Induction Day** during orientation prior to the start of the term and meet your assigned International Student Advisor. International Student Advisors are professional staff with significant experience working with and supporting younger international students. You will meet with the same International Student Advisor until you turn 18 years of age. When you turn 18 you will not be required to attend compulsory meetings. However, you can stay in touch with your International Student Advisor throughout your studies at UNSW.
8. Attend Orientation and your faculty welcome/s
9. Activate your university email account and check it regularly for scheduled meetings
10. **Book in fortnightly (every 2 weeks) meetings** with your assigned International Student Advisor. At these meetings you will discuss your academic progress, your transition to living independently in Sydney, friendships and any challenges you may be experiencing in adjusting to your new environment
11. Stay at your approved accommodation until turning 18
12. Abide by the rules and conditions at UniLodge or Urbanest or Homestay
13. Let your International Student Advisor know the departure and return dates for any times you will be away from your approved accommodation. This includes:
   1. Returning to your home country during the Term Breaks or Summer/Winter Vacations. Complete a **Vacation/Pre-departure Form**, attach your eticket and an Overnight Stay Form for your Accommodation Provider and submit to your Advisor for approval. OR
   2. Staying with a parent, grandparent or sibling over the age of 18 on a Friday or Saturday night (during the term ). Complete an Overnight Stay Form for your Accommodation Provider and submit to your Advisor for approval. OR
   3. Staying in Australia with a parent, grandparent or sibling over the age of 18 during the Term Breaks or Summer/Winter Vacations. Complete a Vacation/Pre-departure Form, attach your eticket and an Overnight Stay Form for your Accommodation Provider and submit to your Advisor for approval.
14. Complete a **Vacation/Pre-departure Form** prior to the term break and end of term breaks
15. Update current contact details – address, email, mobile and home phone number on **myUNSW** as required by student visa conditions
16. Once you turn 18, an End of Care Arrangements letter will be provided to you. The letter will advise that you are no longer bound by the arrangements, including residing at prearranged accommodation, attending regular meeting with the International Student Advisor, seeking approval for any change of accommodation, care or holiday arrangements and the provision and exchange of personal information. However as an international student, you must still continue to comply with the conditions of your student visa.

**What do I need to do as an under 18 student enrolled in the Care Program?**

1. Advise Student Development International (SDI) of your arrival details in Sydney by completing the **Notice of Arrival** form. Please also include a copy of your flight e-ticket.
2. View the international students online **Orientation Tutorial UNSW Essentials**
3. Within 24 hours of arriving in Sydney come to the **Welcome Centre** to register your arrival
4. Register and attend the full day, on-campus **International Student Briefing Day**
5. Attend the **Under 18’s Induction Day** during orientation prior to the start of the term and meet your assigned International Student Advisor. International Student Advisors are professional staff with significant experience working with and supporting younger international students. You will meet with the same International Student Advisor until you turn 18 years of age. When you turn 18 you will not be required to attend compulsory meetings. However, you can stay in touch with your International Student Advisor throughout your studies at UNSW.
6. Attend **Orientation** and your faculty welcome/s
7. Activate your university email account and check it regularly for scheduled meetings
8. **Book in fortnightly (every 2 weeks) meetings** with your assigned International Student Advisor. At these meetings you will discuss your academic progress, your transition to living independently in Sydney, friendships and any challenges you may be experiencing in adjusting to your new environment.
9. Once you turn 18, an End of UNSW Under 18 Care Program letter will be provided to you

**More information**
Accommodation and Welfare Requirements for Overseas Students factsheet this factsheet outlines three options for acceptable arrangements for students aged under 18 years, as per mandatory student visa requirements.

For visa information please refer to the Australian Government Office.

For further information about a CAAW letter please email: under18@unsw.edu.au