

## IMMIGRATION NEW ZEALAND SINGAPORE

[www.immigration.govt.nz/singapore](http://www.immigration.govt.nz/singapore)

### WORK VISA APPLICATION CHECKLIST POST-STUDY WORK VISA (EMPLOYER ASSISTED) CATEGORY

Updated on 17 Nov 2014

Applications are to be lodged at the New Zealand Visitor Application Centre (VAC) in Singapore. Information on the VAC can be found on [www.vfsglobal.com/newzealand/singapore](http://www.vfsglobal.com/newzealand/singapore).

Immigration New Zealand reserves the right to request additional information in the course of assessing an application and to retain information and documents on file. If you provide false or misleading information your application may be declined.

To avoid delay in application assessment, please provide all documents required. **Non-English documents must be translated to English by a translation company and submit both the Non-English and English translated documents. Self-translations will not be accepted.**

If providing original documents with your application please ensure they are accompanied by a standard photocopy.

[Applications forms](#)    [How to obtain a police certificate](#)    [Panel doctors and radiologists](#)

DOCUMENTS REQUIRED	Applicant check	VAC check
1. A <b>properly completed and signed</b> Work Visa Application form (INZ 1015). Please mark N/A to question(s) not applicable to you.		
2. <b>Photograph</b> <ul style="list-style-type: none"><li>➤ Two identical passport sized photo (must be less than 6 months old).</li></ul>		
3. <b>Fees</b> <ul style="list-style-type: none"><li>➤ All fees are payable in Singapore Dollars and NON-REFUNDABLE.</li><li>➤ Visa fee - refer to the <a href="#">Visa fee finder</a>.</li><li>➤ VAC service fee and return courier fee – refer to <a href="http://www.vfsglobal.com/newzealand/singapore">www.vfsglobal.com/newzealand/singapore</a></li><li>➤ If you are paying by bank draft, please make it payable to VFS Singapore Pte Ltd.</li><li>➤ If you are paying by Visa or Mastercard credit card, please complete the VAC Credit Card Authorisation form for payment of visa fee, VAC service fee and return courier fee. The form can be downloaded from <a href="http://www.vfsglobal.com/newzealand/singapore">www.vfsglobal.com/newzealand/singapore</a> or <a href="http://www.immigration.govt.nz/singapore">www.immigration.govt.nz/singapore</a></li></ul> <p>Note: Payment of courier fee is not required if passport is self-collected at the VAC.</p>		
4. <b>Identity Documents</b> <ul style="list-style-type: none"><li>➤ Original current passport or a certified clear copy of the passport bio-data page</li><li>➤ Applicants living outside their home country, submit evidence of residence status for the country currently living in, such as PR, employment pass, work permit, dependant pass, long-term visit pass or student pass.</li></ul>		

DOCUMENTS REQUIRED	Applicant check	VAC check
<p><b>5. SUPPORTING DOCUMENTS</b></p> <ul style="list-style-type: none"> <li>➤ Evidence that you have completed a qualification in New Zealand that would qualify for points under Skilled Migrant Category.</li> <li>➤ Evidence that the work visa application is being made no later than 3 months after the end date of your student visa for that qualification. If the qualification is a Doctoral Degree, no later than 6 months after the end date of the student visa; or hold a 'graduate job search work visa'.</li> <li>➤ A written offer of full-time employment relevant to your course or qualifications gained in New Zealand</li> <li>➤ Job description and conditions of employment</li> <li>➤ Evidence that you are suitably qualified and experienced to do the job you have been offered (i.e. relevant qualifications, resumes, testimonials and work references from current and previous employers).</li> <li>➤ A properly completed and signed <b>ORIGINAL</b> Employer supplementary Form (INZ 1113).</li> <li>➤ Evidence of occupational registration (if applicable)</li> </ul>		
<p><b>6. HEALTH REQUIREMENTS</b></p> <p>Intended stay in New Zealand is more than 6 months but less than 12 months</p> <ul style="list-style-type: none"> <li>➤ Chest X-ray Certificate (INZ 1096)</li> </ul> <p>Intended stay in New Zealand is more than 12 months</p> <ul style="list-style-type: none"> <li>➤ General Medical Certificate (INZ 1007)</li> <li>➤ Chest X-ray Certificate (INZ 1096)</li> </ul>		
<p><u>Health Notes:</u></p> <ul style="list-style-type: none"> <li>• The medical certificates must be less than <b>3 months</b> old at the time your application is submitted and completed by an INZ panel doctor. Refer to our <a href="#">Panel Doctor list</a>.</li> <li>• <b>DO NOT SUBMIT</b> the chest x-ray film or CD if x-ray result is normal.</li> <li>• Your medical &amp; chest X-ray certificates are valid for 36 months (based on the certificate's date of issue) when they are accepted by INZ. You do not need to submit a new one unless you have been advised otherwise.</li> <li>• You must submit a <b>NEW</b> Chest X-ray certificate if you intend to stay in New Zealand for more than 6 months and you have spent the last 6 consecutive months in a country that is not a low-incidence country for tuberculosis since departing New Zealand.</li> </ul>		
<p><b>7. CHARACTER REQUIREMENTS</b></p> <p>Original police certificate(s) is/are required if you are aged 17 years and above intending to stay in New Zealand for <b>24 months</b> or longer:</p> <ul style="list-style-type: none"> <li>➤ From your country of citizenship</li> <li>➤ Any country in which you have lived for 5 years or more since the age of 17 years.</li> </ul>		
<p><u>Character Note:</u></p> <ul style="list-style-type: none"> <li>• Police certificate(s) must be less than <b>6 months</b> old at the time your application is submitted.</li> <li>• Once submitted, they are valid for <b>24 months</b> (based on the certificate's date of issue).</li> </ul>		

Declaration by the applicant or person submitting on behalf of the applicant

Have you completed an eMedical by a panel physician  Yes  No

Have you submitted the eMedical Information Sheet with this application  Yes  No

I confirm that I have only supplied the documents listed above & I acknowledge that failure to submit all necessary documents may result in my application being refused or may result in a delay in the processing of my application, if further documents need to be requested by INZ.

I have chosen to proceed with the application.

\_\_\_\_\_  
Name of Applicant or  
Person submitting on behalf of the applicant

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date