National Police Check - Minimum Proof of Identity Documents

To meet the minimum proof of identity document requirements, you must provide four identity documents. There are three categories of identity documents and a list of documents acceptable is under each category, on the next page.

You need to provide:

- one **commencement of identity** document
- one **primary use in the community** document
- one **secondary use in the community** documents

The combination of the identity documents collected must contain your:

- full name
- date of birth
- photograph

If a photograph is not provided on the identity documents presented, a passport-style photograph certified by a person listed in Schedule 2 of the Statutory Declarations Regulations 1993 (Cth) can be accepted, in addition to the four required documents.

Each identity document:

- **may only be used once**
- must be current
- must be in your legal name
- must be clear and readable

If one or more of your identity documents is in a former name (e.g. maiden name), then you must provide evidence of the name change **in addition** to the four identify documents (e.g. marriage certificate).

You must upload your Identity Documents into the Crim check system when you are sent the link

Commencement of identity documents : **<u>One (1) Document needed</u>**
(a) **Australian birth certificate** (not an extract or birth card)
(b) **Australian Citizenship Certificate**
(c) **Valid Australian Visa** (must be supported with foreign passport)
(d) **ImmiCard** issued by Department of Home Affairs that enables the cardholder to prove their visa and/or migration status and enroll in services
(e) **Current Australian passport** (expired up to 3 years)

Primary use in the community documents : **<u>One (1) Document needed</u>**
(a) **Australian passport (expired up to 3 years)**
(b) **Current Australian drivers license,** learner permit or provisional license issued by a State or Territory, showing a signature and/or photo and the same name as claimed
(c) **ImmiCard issued by Department of Home Affairs** that enables the cardholder to prove their visa and/ or migration status and enrol in services
(d) **Current international passport** issued by a country other than Australia with a valid entry stamp or visa
(e) **Current proof of age card** or photo identity card issued by an Australian Government agency in the name of the applicant, with a photo
(f) for persons under 18 years of age with no other Primary Use in Community Documents, a current **student identification card** with a signature or photo.

Secondary use in the community documents: **<u>One (1) Document needed</u>**
(a) **certificate of identity** issued by DFAT to refugees and non-Australian citizens for entry to Australia
(b) **document of identity** issued by DFAT to Australian citizens or persons who have the nationality of a Commonwealth country for travel purposes
(c) **convention travel document secondary** (United Nations) issued by DFAT
(d) **foreign government issued documents -** must be in english (for example, drivers licence)
(e) **Medicare card**
(f) **enrolment with the Australian Electoral Commission**
(g) **security guard** or **crowd control photo licence**
(h) **evidence of right to an Australian government benefit** (Centrelink or Veterans' Affairs)
(i) **consular photo identity card** issued by DFAT
(j) **photo identity card** issued to an officer by a police force
(k) **photo identity card** issued by the Australian Defence Force
(l) **photo identity card** issued by the Australian government, or a State or Territory government (this may take the form of a Working with Children/Vulnerable People Card or a government occupational licence)
(m) **Aviation Security Identification Card (ASIC)**
(n) **Maritime Security Identification card (MSIC)**
(o) **Credit Reference Check**
(p) **Australian tertiary or secondary student photo identity document**
(q) **Australian tax file number**
(r) certified **Academic Transcript** from an Australian university
(s) **Trusted Referees Report**
(t) **Bank Card or Credit Card** (without recording the payment card numbers)
(u) To support a change of name, **A relationship certificate issued by Births, Deaths and Marriages**