



Who should use this form

Form 1195 *Identity declaration* is to be completed and provided to the Department of Home Affairs (the Department) if:

- you are applying online for citizenship or evidence of citizenship – a separate form 1195 must be completed for yourself and each person included in the online application, or
- you are applying for citizenship on a paper form and have more children than the space on your application form allows – a separate form 1195 must be completed for each additional child.

An application for Australian citizenship or evidence of citizenship cannot be approved where a person’s identity is not able to be verified.

Important – Please read this information carefully before you complete this form. Once you have completed this form we strongly advise that you keep a copy for your records.

Integrity of application

The Department is committed to maintaining the integrity of the visa and citizenship programs. If you or a third party acting on your behalf provide, or have provided in a previous application, false or misleading information or documents (either knowingly or otherwise), this application may be refused. In addition, you may be prosecuted under the *Migration Act 1958* and/or the *Australian Citizenship Act 2007*. If information or documents are found to be fraudulent or misleading after you become an Australian citizen, you may be prosecuted and may be subject to revocation of your Australian citizenship.

Who can complete the Identity declaration

Questions 1 and 4 of this form must be completed by the person who is applying for citizenship or evidence of citizenship (the applicant).

Questions 2 and 3 of this form must be completed, and the photograph endorsed and signed, by a person who:

- is an Australian citizen, **and**
- has known you for at least one year, **and**
- is currently working in a profession or occupation listed on pages 1 and 2, **and**
- is not related to you by birth, marriage or de facto relationship, **and**
- is easy to contact by telephone during normal working hours.

Note: If you are applying from outside Australia and do not know an Australian citizen, Questions 2 and 3 can be completed, and the photograph endorsed and signed by a citizen of your country of residence who has known you for at least one year, is currently working in a profession or occupation listed on pages 1–2, and is not related to you by birth, marriage or de facto relationship.

For children under 6 years of age, Questions 2 and 3 can be completed by an Australian citizen (or citizen of the child’s country of residence if applying from outside Australia) who has known the child for less than 12 months, is currently working in a profession or occupation listed on pages 1–2, and is not related by birth, marriage or de facto relationship.

What the photograph requirements are

You will need to submit a passport-size photograph with this form. The person who completes Questions 2 and 3 must also write on the back of your photograph the words:

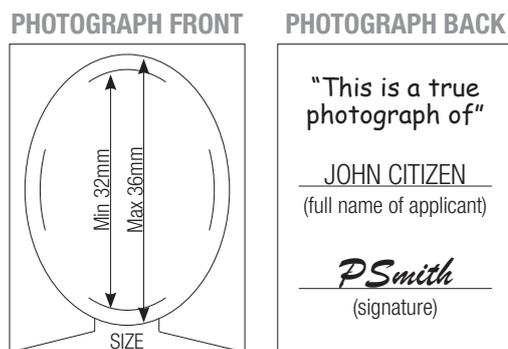
This is a true photograph of [your full name]

and sign the back of the photograph using the same signature as at Question 3.

The photograph must be:

- no more than 6 months old, **and**
- a full-face view of your head and shoulders (untinted prescription glasses can be worn – a photograph that shows facial features only is acceptable if you wear a head covering for religious reasons), **and**
- of good quality, in colour, against a plain, light coloured background (laser copies are not acceptable).

Example of photograph



Photograph to be no more than 6 months old

How to submit this form and photograph

If you are applying online for citizenship or evidence of citizenship, pages 3 and 4 of this form must be scanned and attached to your online application. The front and back of your endorsed photograph must also be separately scanned, in colour, and attached to your online application.

If you are applying for citizenship on a paper form, submit this form with your paper form. Place the endorsed photograph in a plastic sleeve or envelope and staple it to this form.

List of professions and occupations

1. Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
2. Bailiff
3. Bank officer with 5 or more years of continuous service
4. Building society officer with 5 or more years of continuous service
5. Chiropractor (licensed or registered)
6. Clerk of court
7. Commissioner for Affidavits
8. Commissioner for Declarations
9. Credit union officer with 5 or more years of continuous service
10. Dentist (licensed or registered)

11. Fellow of the National Tax Accountant's Association
12. Finance company officer with 5 or more years of continuous service
13. Judge of a court
14. Justice of the peace
15. Legal practitioner (licensed or registered)
16. Magistrate
17. Marriage celebrant licensed or registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*
18. Master of a court
19. Medical practitioner (licensed or registered)
20. Member of Chartered Secretaries Australia
21. Member of Engineers Australia, other than at the grade of student
22. Member of the Association of Taxation and Management Accountants
23. Member of the Australian Defence Force with 5 or more years of continuous service
24. Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the Institute of Public Accountants
25. Member of the Parliament of the Commonwealth, a state, a territory Legislature, or a local government authority of a state or territory
26. Minister of religion licensed or registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*
27. Nurse (licensed or registered)
28. Optometrist (licensed or registered)
29. Permanent employee of Commonwealth, state or local government authority with at least 5 or more years of continuous service
30. Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service
31. Pharmacist (licensed or registered)
32. Physiotherapist (licensed or registered)
33. Police officer
34. Psychologist (licensed or registered)
35. Registered migration agent (where registration is not suspended or subject to a caution)
36. Registrar, or Deputy Registrar, of a court
37. Sheriff
38. Teacher employed on a full-time basis at a school or tertiary education institution
39. Veterinary surgeon (licensed or registered).

Important information about privacy

The *Privacy Act 1988* contains 13 Australian Privacy Principles which regulate the way that the Department collects and handles personal information. Information about how the Department collects, uses and discloses personal information for its key functions can be found in form 1442i *Privacy notice*. More information about the Department's general information handling practices (including form 1442i) can be found in the Department's Privacy policy at <https://www.homeaffairs.gov.au/access-and-accountability/our-commitments/privacy>

Personal identifiers collected under the *Australian Citizenship Act 2007* are generally photographs. The Department and the Department of Foreign Affairs and Trade (DFAT) have signed an arrangement in accordance with the *Australian Citizenship Act 2007* that permits disclosure of your personal identifiers for the purposes of administering the *Australian Passport Act 2005*. If your application for Australian citizenship is approved, your photograph, client number, name, date of birth and gender will be provided to DFAT.

More information on personal identifiers is contained in information form 1243i *Your personal identifying information*. Information form 1243i is available from the Department's website www.homeaffairs.gov.au/allforms

Citizenship testing by Services Australia

Citizenship appointments are conducted at selected offices of Services Australia (Centrelink).

Test administrators at Services Australia are authorised to collect and access your identifying information such as your photograph and signature, and use it along with personal and identifying information provided to Services Australia by the Department to verify your identity and confirm that you are eligible to sit the citizenship test. Personal and identifying information includes your name, date of birth, address, photograph, signature and copies of identity documents.

At the conclusion of your test appointment, the test administrator will electronically transmit the documents and photograph that were used to verify your identity, to the Department for storage in the Department's records management system. The test administrator will then securely destroy the personal and identifying information, including electronic records, except for a record of your name, date of birth and the date of your appointment.

Department of Home Affairs contact details

Australian Capital Territory

GPO Box 9984
SYDNEY NSW 2001

South Australia

GPO Box 2399
ADELAIDE SA 5001

New South Wales

GPO Box 9984
SYDNEY NSW 2001

Tasmania

GPO Box 794
HOBART TAS 7001

Northern Territory

GPO Box 2399
ADELAIDE SA 5001

Victoria

GPO Box 241
MELBOURNE VIC 3001

Queensland

Queensland state office

GPO Box 9984
BRISBANE QLD 4001

Western Australia

Locked Bag 7
NORTHBRIDGE WA 6865

Cairns office

PO Box 1269
CAIRNS QLD 4870

Home page www.homeaffairs.gov.au/citizenship

Citizenship Information Line Telephone **131 880** during business hours in Australia to speak to an operator (recorded information available outside these hours). If you are outside Australia, please contact your nearest Home Affairs office overseas.

Please keep these information pages for your reference



Please open this form using Adobe Acrobat Reader.
Either type (in English) in the fields provided or print this form and complete it (in English) using a pen and BLOCK LETTERS.

Tick where applicable

Details of the person who is applying for citizenship or evidence of citizenship (the applicant)

1 Family name

Given names

Date of birth

Current residential address

Note: You must tell the Department if your address changes after you lodge this form.

Current postal address
(If the same as your residential address, write 'AS ABOVE')

Note: You must tell the Department if your address changes after you lodge this form.

Telephone numbers

Work

Home

Mobile/cell

Transaction Reference Number (the number that you were given when you lodged your online application)

Note: You (the applicant) must also complete the Declaration(s) (Question 4) on page 4.

Details of the person who is making the identity declaration (not the applicant)

IMPORTANT – Questions 2 and 3 must be completed by a person who:

- is an Australian citizen, **and**
- has known the applicant for at least one year, **and**
- is currently working in a profession or occupation listed on pages 1–2, **and**
- is not related to the applicant by birth, marriage or de facto relationship, **and**
- is easy to contact by telephone during normal working hours.

The person will also need to endorse and sign a passport-size photograph of the applicant as described on page 1.

2 Family name

Given names

Address (home or business)

Telephone numbers

Work

Home

Mobile/cell

Are you an Australian citizen? Yes No

What is your profession or occupation group number from pages 1 and 2?

3 Identity declaration

I declare that I have known (full name of the applicant who is applying for citizenship)

Family name

Given names

for year(s) and vouch for his/her identity.

I have endorsed the back of the applicant's photograph with the words 'This is a true photograph of [name of applicant]' and signed the photograph.

Signature of person making this declaration

Date

Declaration by the applicant who is applying for citizenship or evidence of citizenship

WARNING: It is an offence under section 50 of the Australian Citizenship Act 2007 to deliberately make, or cause to make, a false or misleading statement, or conceal circumstances in relation to an application.

4 Please read the following carefully before signing.

Applicants aged 16 years and over

Complete this declaration if you are the main applicant and are aged 16 years or over.

- I declare that the information I have supplied in this form is complete, truthful and correct in every detail.
- I have read the information contained in form 1442i *Privacy notice*.
- I understand the Department may collect, use and disclose my personal information (including biometric information and other sensitive information) as outlined in form 1442i *Privacy notice*.
- For applicants for citizenship aged 18 years or over only – I acknowledge that I electronically signed my application for Australian citizenship and in doing so consented to a Nationally Coordinated Criminal History Check (NCCHC) under the terms of the National Police Checking Service (NPCS).

Signature of applicant



Date

DAY	MONTH	YEAR

Applicants aged under 16 years – responsible parent declaration

The responsible parent is to complete the following declaration if the applicant is under 16 years of age.

- I declare that I am the responsible parent of the applicant.
- I declare that the information I have supplied in this form is complete, truthful and correct in every detail.
- I have read the information contained in form 1442i *Privacy notice*.
- I understand the Department may collect, use and disclose the applicant's personal information (including biometric information and other sensitive information) as outlined in form 1442i *Privacy notice*.

Signature of responsible parent



Date

DAY	MONTH	YEAR

Full name of responsible parent

Telephone numbers

	COUNTRY CODE	AREA CODE	NUMBER
Work	()	()	
Home	()	()	
Mobile/cell			

Applicants for citizenship aged 16 or 17 years – responsible parent declaration

The responsible parent is to complete the following declaration if the applicant is aged 16 or 17 years.

- I declare that I am the responsible parent of the applicant.
- I consent to the applicant's personal information being provided to the National Police Checking Service (NPCS) for the purpose of the NPCS conducting a Nationally Coordinated Criminal History Check (NCCHC) in relation to the applicant as part of their application for Australian citizenship.
- I understand that this is for the purposes of assessing whether the *Offences* provision, as defined in section 24(6) of the *Australian Citizenship Act 2007*, applies to the applicant.
- I understand that more than one police check may be requested by the Department, including a further check that may be undertaken if the applicant is not approved as an Australian citizen and an appeal of the decision is requested.
- I acknowledge that the applicant's personal information will be disclosed to Australian police agencies for them to use for their respective law enforcement purposes including the investigation of any outstanding criminal offences.
- I acknowledge that I have read the *National Police Checking Service – General Information* and understand the spent convictions legislation.
- I understand that spent convictions of specific offences (5 years from the date of conviction for juvenile offenders) will be disclosed to the Department by Australian police agencies for the purposes outlined above.
- I have read the information contained in form 1442i *Privacy notice*.
- I understand the Department may collect, use and disclose the applicant's personal information (including biometric information and other sensitive information) as outlined in form 1442i *Privacy notice*.

See www.homeaffairs.gov.au/citizenship for information about the *Offences* provision, spent convictions and the *National Police Checking Service – General Information*.

Signature of responsible parent



Date

DAY	MONTH	YEAR

Full name of responsible parent

Telephone numbers

	COUNTRY CODE	AREA CODE	NUMBER
Work	()	()	
Home	()	()	
Mobile/cell			

We strongly advise that you keep a copy of your application and all attachments for your records.