



Australian Government
Department of Immigration and Citizenship

Request to be considered for an urgent Citizenship ceremony

Your Citizenship ceremony

Most people are required to make the Pledge of Commitment as the final step in becoming an Australian citizen. Once your application has been approved, arrangements will be made for you to attend a citizenship ceremony where you will make the Pledge. Citizenship ceremonies are traditionally public ceremonial occasions which provide an important opportunity to formally welcome new citizens. Usually ceremonies are arranged by your local government council within 3-6 months of your application being approved. You will receive a letter of invitation from either your local council or the Department.

Our policy is to encourage candidates to attend public ceremonies. However, in genuinely urgent and compelling circumstances, the Department may agree to conduct an urgent citizenship ceremony. If you believe your circumstances warrant consideration by the Department for an urgent citizenship ceremony, you must make the request in writing by completing the questions below and including all **supporting documentary evidence**.

Each request for an urgent ceremony will be assessed according to the individual circumstances of the applicant and the supporting evidence provided. Applicants should provide official translations for documents not in English.

Examples of reasons (not exhaustive) which are considered urgent and the evidence required:

Close family health/travel emergencies and travel documentation not available

If you are visiting a close family member who is seriously ill, a letter on official letterhead, signed by the overseas treating doctor, that states the condition, effects and prognosis of the family member, is required as a evidence. You must also provide the reason and evidence why you are unable to travel on your current passport or apply for a passport from your country of origin. A letter from the overseas mission in Australia, which states why travel documents are unavailable (or unreasonably delayed), is required. If you are denied a Certificate of Identity (COI) in Australia, obtain a letter from the Australian Passport Office stating this.

Students applying for Higher Education Loan Program

The Department may consider requests from students who wish to apply for HECS – Higher Education Loan Program. Preference for these ceremonies will be given to persons who have been waiting more than three months for a ceremony and are not scheduled to attend their routine council citizenship ceremony prior to the HECS cut off date. Please provide your university tax invoice as evidence.

Examples of reasons (not exhaustive) which are not considered urgent:

Please note that reasons like business trips, weddings and other family occasions, airline bookings, applicants applying for general entry government jobs are not considered urgent. A final decision about conferral arrangements will be based on the documentation you provide.

Please post your request to:

Fax: (08) 9415 9464

Citizenship WA

Locked Bag Number 7

NORTHBRIDGE WA 6865

people our business

Wellington Central, 836 Wellington Street, West Perth WA 6005

Locked Bag 7 NORTHBRIDGE WA 6865 • Telephone: 13 18 81 • Fax: 08 9415 9286 • www.immi.gov.au

Please note that lodging a request for an urgent ceremony request does not guarantee a place in an earlier ceremony but your request will be given due consideration.

CLIENT DETAILS

Client ID: _____
Date of citizenship approval: _____
Name: _____
Date of Birth: _____
Email (preferred): _____
Telephone: Home _____ Work _____

PASSPORT and VISA DETAILS

Passport No. _____ Nationality _____
Expiry Date _____
Visa No: _____ Expiry Date _____

CLAIMS - Supporting documentation must be attached or your request WILL be refused.

Please state your compelling reasons why you are requesting an urgent ceremony. If you are requesting a ceremony for travel/passport purposes, please state why you are unable to travel on your current passport and visa, or apply for a passport from your country of origin (under no circumstances will monetary grounds be accepted).

Intended Date of Travel _____
Length of Stay _____
Supporting documents submitted _____

OFFICE USE ONLY		
Ceremony Reason:	Approved / Refused	Date of Ceremony: / /
Authorising Officer's Signature		Date: / /
Method of contacting client:		Date: / /

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