

Lodging a Subsequent TPV/SHEV Application

Who is this Infosheet for?

This Infosheet is for people who hold a Temporary Protection Visa (TPV) or a Safe Haven Enterprise Visa (SHEV) and who need to apply for another TPV or SHEV. It explains how to lodge an application for a subsequent TPV or SHEV.

IMPORTANT

- **A TPV expires after 3 years. A SHEV expires after 5 years.**
- **You must apply for another TPV or SHEV before your current visa expires. If your visa expires before your application for a subsequent TPV or SHEV is received, your application will be *invalid*, and when your visa expires, you will no longer be able to remain lawfully in Australia. Therefore it is vital that you apply for renewal well before your current temporary protection visa expires.**
- **You should ensure any information you provide in your subsequent application is consistent with all information you have previously given to the Department.**
- **The application for a subsequent visa does not require you to repeat or restate your reasons for claiming protection unless there have been changes to those reasons or if you have new information to provide. Regardless of whether you are providing new information or not, you must make sure the information you provide is consistent with your original visa application.**
- **Do NOT use Form 866 to apply for your subsequent visa. This is the form you used to apply for your original visa, and if you use it to apply for your subsequent visa, your application will be *invalid*.**

Quick guide: How do I apply for another TPV or SHEV?

- **Consider lodging an FOI request:** Before you start completing your application for a subsequent TPV or SHEV you should consider making a Freedom of Information (FOI) application to the Department to obtain a copy of your Department file. If you do make an FOI request it can take many months (currently around 6 months) for the Department to send you your documents, so you should do this well before your current TPV or SHEV expires.
- **Complete Form 1505:** Your first step is to complete Form 1505 – ‘Application for a subsequent Temporary Protection visa or Safe Haven Enterprise visa’, which you can access here: <https://immi.homeaffairs.gov.au/form-listing/forms/1505.pdf>, and lodge it before your current visa expires.

- This Form requires you to confirm your current details and circumstances, including your travel history (since your TPV or SHEV was granted) and previous and current addresses (for the past 5 years).
- If you have had a change in your reasons for claiming protection since you applied for your original TPV or SHEV, or your personal circumstances (such as religion, financial situation, or changes in the family) have changed, you will need to include these changes on the Form.
- **Gather supporting documents:** If you are providing documents to support your subsequent application, you may be required to have your documents certified. If they are not in English, you will need to have them translated by an accredited provider. The National Accreditation Authority for Translators and Interpreters (NAATI) is the body responsible for accrediting translators and interpreters in Australia. If you need to have documents translated, ensure that the translator is accredited with the NAATI.
- **Pay the application fee:** You will need to pre-pay the application fee (currently \$40 plus credit card surcharge). You can pre-pay via your ImmiAccount and then include the receipt number in the application form and include a copy of the receipt in the application package. Your application will not be valid unless the fee has been paid.
- **Lodge Form 1505:** You will then need to lodge the Form 1505 along with any supporting documents you want to provide. You can lodge this Form either by post (using the paper form), or online through ImmiAccount.
- **Keep your address and contact details up to date:** You will be contacted by the Department if they require further information or invite you to attend an interview to discuss your application. You must make sure your address and contact details that you've provided to the Department are up to date.
 - If you need to change your details, you will need to lodge **Form 929** – 'Change of contact and/or passport details', which you can access here: <https://immi.homeaffairs.gov.au/form-listing/forms/929.pdf>, which you will then need to email to the following address: 929@homeaffairs.gov.au
 - If you have lodged using **ImmiAccount**, you can also change your details using the ImmiAccount service: <https://online.immi.gov.au/lusc/login>

How do I fill out 'Form 1505 – Application for a subsequent TPV or SHEV'?

Where to find the Form 1505	
You can lodge online via ImmiAccount or by downloading and printing the form and posting it to the Department	
Online	To lodge your application for a subsequent TPV or SHEV online, you can use ImmiAccount. If you would like to lodge your application using ImmiAccount, see the ' How do I lodge my application using ImmiAccount? ' section after this table.




Paper form	<p>To lodge your application by post, you can access the Form here: https://immi.homeaffairs.gov.au/form-listing/forms/1505.pdf You can then fill out the Form using Adobe Acrobat Reader on your computer and print it out once completed, or you can print out the form and fill out it out by hand.</p> <p>Once you have completed the Form, paid the fee and have all of your supporting documents ready, post the form to the following address:</p> <p style="text-align: center;">Onshore Protection New South Wales Department of Home Affairs GPO Box 9984 Sydney, NSW 2001</p> <p>Remember you must lodge it before your current TPV or SHEV expires. If you are posting it you must allow enough time for the post to be received by the Department and you should post it by Express or Registered post so you can track the parcel.</p>
Filling out the Form	
Question Number	Guide
	<p>Before you start filling out the form, you should read the information provided on the first 3 pages carefully. It will give you a good overview of what is required and help you avoid mistakes in your application.</p>
Q 1-2	<p>If you are applying for a SHEV, tick 'Yes' at Q 2, then complete Q 3. If you are applying for a TPV, tick 'No' and go to Q 4.</p>
Q 3	<p>If you are applying for a TPV, skip this question.</p> <p>If you are applying for a SHEV, read the information and the Declaration carefully, then sign in the boxes.</p>

Q 4	<p>Include the details of all people in your same family unit that you applied with for your original visa. It is very important that the information provided here is consistent with the information you gave in your original visa application for your TPV or SHEV.</p> <p>Not everyone in your family may be considered part of your family unit for the purposes of your application. Your family unit includes:</p> <ul style="list-style-type: none"> • Your partner (whether married or not); • Dependent children (i.e. a child who is under 18, or a child who is over 18 but are still dependant or reliant on you) • Other family members who are dependent on you. <p>If you are not sure whether someone in your family is dependent on you or whether you should include them on your application, you can include them on the form and provide further information to the Department at a later date.</p>
Q 5	<p>This question forms part of your character assessment for your application. If you answer 'Yes' to any of the questions, you must indicate this, and provide as much detail as possible in the 'Details' section and match it with the Applicant number.</p> <p>Failing to declare something in this section could have a very serious impact on your application.</p>
Q 6	<p>This question is about other members of your family who are <u>in Australia</u> but who are not included in this subsequent application. This may be because they don't need to apply for a subsequent visa or are not a refugee.</p>
Q 7	<p>This question asks whether you have travelled anywhere <u>outside Australia since being granted a TPV or SHEV</u>. You do not need to include travels that were in Australia, or those that took place before you applied for your original visa.</p>
Q 8	<p>This question asks you to provide details for <u>addresses both inside and outside Australia for the past 5 years</u>. This includes share houses, temporary accommodation, or any place you lived in for study/work purposes.</p> <p>Ensure your current address is listed <u>first</u>.</p>

Q 9	<p>This question asks whether you have had any changes in your reasons for claiming protection since you were granted your TPV or SHEV.</p> <p>It is very important to record any changes if they have occurred, even if you think that they were minor.</p>
Q 10	<p>This question asks whether you have had any changes in your personal circumstances since you were granted your TPV or SHEV.</p> <p>It is very important to record any changes if they have occurred, including:</p> <ul style="list-style-type: none"> • Changes to your personal circumstances, such as your religion • Changes in your financial situation • Changes in the structure or composition of your family unit, such as whether any are deceased, or if you have any new family members (e.g. through marriage).
Q 11	<p>This question asks <u>who should receive written communications from the Department</u>.</p> <p>It is important you tick the correct box, as the Department will only contact the person you have indicated. Indicating the correct person ensures you receive any communications from the Department, including the outcome of your application.</p> <p>If you have received or are currently receiving assistance from a migration agent or exempt person, ensure that they complete <u>Form 956</u>: https://immi.homeaffairs.gov.au/form-listing/forms/956.pdf.</p>
Q 12	<p>You must make your payment through ImmiAccount, through the 'My Payments' section of your account.</p> <p>On the Form, include the payment receipt number from your 'My Payments' section of your account, and attach a copy of your printed receipt to the Form.</p>
Q 14	<p>This is a declaration that the information you have provided is truthful and accurate, and that you consent to the Australian Government or Department sharing your information and conducting police checks. It is important you understand this declaration and that each applicant agrees to it.</p>

How do I lodge my application using ImmiAccount?

ImmiAccount is the Department's online service that allows you to lodge your applications, update your details, check the status of an application or access a copy of your application – all online. You can use this service to lodge Form 1505.

Accessing/creating your ImmiAccount	
Creating an Account	<p>If you have not used ImmiAccount before, you will need to create an ImmiAccount first.</p> <p>To create an account:</p> <ul style="list-style-type: none">• Visit: https://online.immi.gov.au/lusc/login <p>Create an ImmiAccount</p> <p>Create an ImmiAccount to access the Department of Home Affairs's online services.</p>  <ul style="list-style-type: none">• Type in your details under 'New User Details'. While you can change your details later, ensure they are correct here. Click 'Next'.• On the next page, you can keep your username as your email address or change it if you'd like. It is important to choose a secure password, and one that can't be easily guessed or contains personal information.• Under 'Security alerts', you should have all of the boxes ticked. This ensures you will receive confirmation of when you change your details or when you log in, and let you know if someone else has tried to access your account.• When you're finished, click 'Submit' to create your account. 
Logging In	<p>If you've used ImmiAccount before, you can log into your account and use it as normal: https://online.immi.gov.au/lusc/login.</p>
Start an Online Application	
	Notes
Getting Started	<p>If you need more help using ImmiAccount, visit: https://immi.homeaffairs.gov.au/help-support/applying-online-or-on-paper/online, or use the 'Digital Assistant' function.</p> 

	<p>The ImmiAccount service may be down for maintenance at certain times, particularly on weekends. This means, it might not always work. You should not leave your subsequent application until the last minute – try and complete it a few weeks before your visa expires. If there are any problems with the online form or information you don't know and need time to gather, this will allow you enough time to lodge it before your visa expires.</p> <p>You can see when the system may be down here: https://www.homeaffairs.gov.au/help-and-support/system-maintenance-and-technical-issues.</p>
<p>Lodging Form 1505</p>	<p>Once you've accessed or created your ImmiAccount, you're ready to start completing your Form 1505 online. Don't forget to also pay the application fee.</p>

What happens to my visa while my renewal application is being decided?

If you lodge your application for renewal (using Form 1505) before your current visa expires, **your current visa will remain in effect until your application is decided**. This means your visa will not expire until a decision is made by the Department, even if the date of expiry has passed. You will still be able to access Medicare, Centrelink and continue to study and work. If you do not lodge your application before your current visa expires, you will no longer be allowed to lawfully remain in Australia and will not be able to apply for a renewal of a TPV or SHEV.

Remember you **cannot** lodge a subsequent application for a TPV or SHEV **after** your current visa expires.

Will I have to do any tests or checks as part of my application?

You may be required to undergo or consent to further health or character checks in certain situations.

Health checks

If you have already completed health examinations or tests while in detention or as part of your original TPV or SHEV application, you will generally not be required to do these again or undergo further checks. You may be required to undergo further health examinations if you have travelled to and lived in certain countries that are higher risk for infectious diseases (such as tuberculosis).

Character checks

As part of your renewal application, you will need to satisfy the Department that you meet the character requirement to be granted a further visa. If you answered 'Yes' to any of the questions in Q 5 on Form 1505, or the Department becomes aware of other information that may impact on your character, the Department may undertake further checks or arrange an interview with you.

How do I lodge a Freedom of Information (FOI) request?

You may wish to obtain a copy of your file from the Department before you make your application for renewal. Your file will generally include an audio recording of your interview with the Department, any forms, statement of claims or submissions made to the Department, and the record of the Department's assessment of your application.

It is recommended you make a Freedom of Information request at least 6 months before your lodgment date (i.e. the date that your visa expires).

To lodge a request, visit: <https://www.homeaffairs.gov.au/help-and-support/departmental-forms/online-forms/foi>. In the first box, make sure you select 'Accessing my records for a Temporary Protection Visa (TPV) or a Safe Haven Enterprise Visa (SHEV)', then fill out your details in the boxes below.

Who can help me renew my TPV or SHEV?

We strongly recommend you obtain independent legal advice before lodging an application for a subsequent TPV or SHEV.

Free Legal Help

Asylum Seeker Resource Centre (ASRC)

The ASRC may be able to provide you with legal assistance. You can contact us by calling our Legal Triage helpline:

Legal Triage Helpline: 0478 700 605– available Mondays & Thursdays from 10:30am to 12:00pm

Refugee Legal (formerly RILC)

Refugee Legal specialises in free legal advice and representation in relation to refugee and general immigration matters. Refugee Legal provides free legal advice and representation in relation to protection visa applicants and other general immigration matters at primary and merits review stages, as well as in visa cancellation matters.

Advice line: (03) 9413 0100 – available Wednesdays & Fridays from 10am to 2pm

Paid Legal Services

The lawyers listed below may help you with your immigration matter. They will charge fees for their assistance, called legal fees or professional fees. A lawyer must give you a 'costs agreement.' This document is your legal contract with your lawyer and explains how much money you must pay, when you must pay it, and what you can expect from your lawyer.

The ASRC recommends the lawyers below for assistance in relation to:

- Protection visa applications;
- Administrative Appeals Tribunal review applications;
- Federal Circuit Court, Federal Court and High Court;
- Humanitarian requests to the Minister of Immigration;
- Family visas, skilled visas, work visas and student visas;
- Complex health and character matters.
- Visa cancellations and responses to adverse information.

Name	Phone	Email	Location
Carina Ford Immigration Lawyers	(03) 9396 0207	office@carinafordlawyers.com	Footscray
Clothier Anderson & Associates	(03) 9347 4022	info@clothieranderson.com.au	Carlton
PB & B Immigration Lawyers	(03) 9381 0770 0411 612 247	enquiries@pbblawyers.com.au	Brunswick
Mary Hanna Lawyers	(03) 9077 6362	info@hjlawyers.com.au	Coburg
Abode Migration Lawyers	(03) 9607 8362	info@abodemigration.com.au	Melbourne CBD or Springvale
Kerdo Legal	(03) 9416 7760	admin@migration-lawyers.net.au	Preston
Playfair Visa and Migration Services	(03) 8763 3040	info@playfair.com.au	Dandenong
Erskine Rodan & Associates	(03) 9329 8744	info@erskinerodan.com.au	North Melbourne
WLW Migration Lawyers	(03) 9088 6264	info@wlwlawyers.com.au	West Melbourne

Migration agents and lawyers who practise in immigration must be registered with the Office of Migration Agents Registration Authority to give you advice. See <https://www.mara.gov.au/> Only use a registered migration agent.

Disclaimer: This fact sheet provides general information to people seeking asylum in Australia through the onshore protection visa application process according to the law in February 2020. This fact sheet is not legal advice. You should not rely on this fact sheet to make decisions about your immigration matter. We strongly recommend that you get independent legal advice from a registered migration agent. For information about registered migration agents please visit: <https://www.mara.gov.au>. **Last Updated: August 2020.**