



Australian Government  
Australian Embassy Moscow

## CITIZENSHIP BY DESCENT - DOCUMENT CHECKLIST

- ◆ YOU MUST PROVIDE ALL OF THE DOCUMENTS LISTED BELOW WHEN YOU LODGE THE APPLICATION. IF YOU DO NOT, PROCESSING OF THE APPLICATION MAY BE SIGNIFICANTLY DELAYED.
- ◆ YOU MUST PROVIDE **CERTIFIED COPIES OF THE ORIGINAL DOCUMENTS**. DOCUMENTS SHOULD BE CERTIFIED BY A NOTARY AND TRANSLATED BY AN ACCREDITED TRANSLATOR. IN SOME CASES, THE ORIGINAL DOCUMENT MUST BE PROVIDED.
- ◆ **DOCUMENTATION PROVIDED IN A LANGUAGE OTHER THAN ENGLISH MUST BE ACCOMPANIED BY A CERTIFIED ENGLISH TRANSLATION.**

- Evidence of payment of the **APPLICATION CHARGE**
- Form 118** - All questions must be answered and the form must be signed. *Part D – Identity Declaration* must be fully completed by a person with the appropriate authority (instructions are included in Form 118)
- One passport sized colour **photograph** of the applicant, endorsed and signed on the back by the same person who has completed *Part D - Identity Declaration*
- Full **birth certificate** of the applicant, issued by the authorities of the country in which the child was born, showing details of both parents.
- Evidence of Australian Citizenship** - Evidence that one parent was an Australian citizen at the time of the applicant's birth (eg. full birth certificate for parent(s) born before 20/8/86 in Australia, or unrestricted Australian passport issued on or after 22/11/84 , or certificate of Australian citizenship (grant or declaratory), or other acceptable evidence)
- Evidence of any Name Change** - If any name changes have occurred, include the marriage certificate, deed poll certificate, or a statutory declaration and at least two documents evidencing the usage of the new name, or other acceptable evidence
- Police Certificates** – Original penal clearance certificates are required from each country in which applicants aged 18 years or older have spent more than 90 days in total during the last 10 years (since turning 18). **Provide the original document - Certified copies of penal clearance certificates are NOT acceptable.** More information about this requirement and how to get penal clearance certificates is at: [www.citizenship.gov.au/applying/documents/character](http://www.citizenship.gov.au/applying/documents/character)
- In some very limited circumstances, DNA testing may be requested in order to prove a claimed biological link. Do not commence DNA testing unless requested by us to do so.
- If any third person is seeking information about an application, written consent from the applicant for us to communicate with them must be provided. Use **Form 956A** for this purpose.

**Please note:** The name to appear on the Citizenship certificate will be the same as the name on the birth certificate. Changes can only be made when they occur in translation from other alphabets or characters. If you want the name on the Citizenship certificate to be different from the birth certificate (eg. excluding the patronymic name), you should provide a statutory declaration stating the name you would like on the certificate and why it should differ from the birth certificate.

All relevant forms are available from the website of the Department of Immigration and Citizenship (DIAC) at:  
[www.immi.gov.au/allforms](http://www.immi.gov.au/allforms)

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