



Acknowledgement of unpaid placement – visa applicant

Who should use this form?

This form is for people intending to participate in an unpaid placement on either the Training visa (subclass 407), or a special programme activity under the Temporary Activity visa (subclass 408).

Australia has an extensive industrial relations regime that protects the rights of both Australians and non-Australians working in Australia. As your occupational training or special programme in Australia involves activities that are unpaid you are required to complete this form to indicate an understanding of the basis of the appointment and an understanding of the relevant industrial relations laws.

Note: ‘Unpaid’ in this context is referring to circumstances where you will receive no remuneration for doing the work or activity other than:

- reimbursement of reasonable expenses incurred by you in doing the work or activity; or
- prize money or an allowance received.

Acknowledgement

I acknowledge that:

- I will be undertaking a workplace-based training or special programme placement with the organisation named below for the specified period nominated while in Australia;

Name of organisation

Months Weeks

Period of placement

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- the placement is workplace-based training or a special programme designed to provide a cultural/social experience and/or to assist in developing skills relevant to my tertiary education, current occupation or field of study, and will involve the observation of tasks performed by employees of the host or the performance of tasks under close supervision of the host;
- I understand that the workplace-based training or special programme placement is unpaid and that I will not receive any form of remuneration for the period of my placement;
- I am not an employee of the organisation while undertaking the occupational training or special programme;
- I understand that workplace relations laws make it unlawful to employ an employee and not pay them and that penalties may be imposed against any employer who breaches these laws;
- in considering this visa application, the Department of Home Affairs (the Department) has not endorsed the proposed placement as meeting the requirements of Australia’s workplace relations laws and that the legal ramifications of my working arrangement are my responsibility; and
- I will agree to respond to all reasonable requests for information about my placement from officers of the Department or other Commonwealth agencies.

- I acknowledge that I will be undertaking an unpaid occupational training programme or special programme in Australia.

Full name (*block letters*)

Name of sponsor

Signature of visa applicant

Day Month Year

Date

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Note: You will need to complete and lodge form 1283 *Acknowledgement of unpaid placement – visa applicant*, together with form 1284 *Acknowledgement of unpaid placement – sponsor* (to be completed by the sponsor) when lodging, as applicable:

- a nomination for a Training visa (subclass 407); or
- an application for a special programme activity under the Temporary Activity visa (subclass 408).

Form 1283 and form 1284 are available on the Department’s website

www.homeaffairs.gov.au/about/corporate/information/forms

Information and advice about workplace rights and obligations is available on the Fair Work Ombudsman’s website www.fairwork.gov.au