

Advanced Education Pathway



AEP will assist you to obtain your “Work Rights Permit” and a “Tax File Number”
FREE of CHARGE

Everyone who wants to work in Australia needs to have a **Work Visa** from the Department of Immigration and Citizenship and a **Tax File Number** (TFN) which is issued by the Australian Taxation Office (ATO) for identification and record keeping purposes.



Tax file number

If you intend to work in paid employment or to have money in a bank account while you are studying in Australia, it is recommended that you obtain a Tax File Number. This will ensure that you are taxed correctly.

What do I do with my TFN?

Upon gaining employment, your new employer will ask you to complete a “Tax File Number Declaration”. While it is not compulsory to have a TFN, you may have more tax withheld than is necessary if you do not have one.



New Visa Label

Work Rights Permit

If you have Condition 8101 listed on your visa, you will not be able to work in Australia unless you apply for permission to work. Applications for a permit to work can only be made in Australia after you have commenced your studies.

Once your work permit is approved you will be granted one of these conditions and a new label will be affixed to your passport:

- **Condition 8105:** allows you to work 20 hours a week, (other than work which is a registered requirement of your program), when your program is in session. When your program is not in session you can work an unrestricted number of hours.
- **Condition 8104:** you are allowed to work a maximum of 20 hours per week, regardless of whether your program is in session or not.

You must have:

- a letter from your education provider stating that you have started your course
- the front of Form 157P *Application for a student visa with permission to work signed* and stamped by your education provider.
- You must make certified copies of all documents (authorised person or bodies from Australia and NOT overseas)
- \$60 Money Order made out to: Department of Immigration and Citizenship