

Recent updates

Thursday, 8 June 2023 11 10 am

Income period change (ITA->EOI selection date)

Be aware of the change to Immigration Instruction F4.35.5(a)(ii):

Current Immigration Instruction F4.35.5(a)(ii):

- meet that income threshold for two 12-month periods within the **3 years prior to their EOI being selected** (as set out at F4.35.5.1); and
From <<https://www.immigration.govt.nz/opsmanual/#73244.htm>>

Previous version Immigration Instruction F4.35.5(a)(ii):

- meet that income threshold for two 12-month periods within the **3 years prior to being invited to apply** (as set out at F4.35.5.1); and
From <<https://www.immigration.govt.nz/opsmanual/#79411.htm>>

The current version of Immigration Instruction F4.35.5(a)(ii) was made effective on **01/05/2023**.

The current instruction applies to all applications **lodged after 01/05/2023**.

Out of Scope

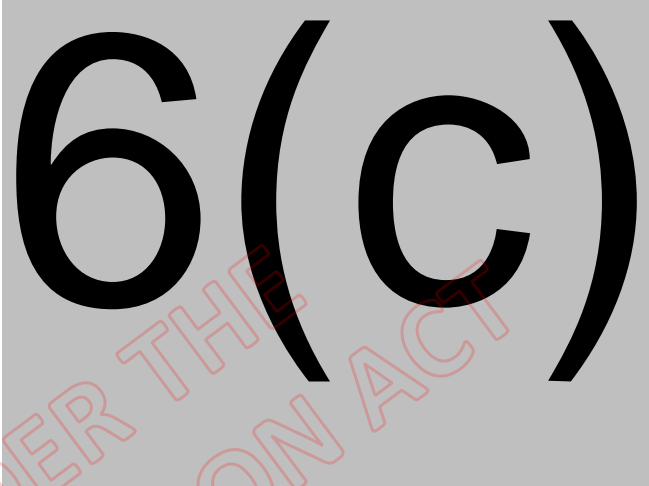
QC Check emails:

When sending an application to QC, please ensure you include your proposed decision at subject line. The subject line should contain the following information:

1. The category of the application you are submitting for QC (e.g. Specific Purpose Work Visa)
2. The reason for QC (e.g. new application type, monthly, HR ETI etc)
3. The decision that has been recommended (e.g. approve)
4. And the application number (e.g. AN 21XXXXX)

The subject line should look like something like this:

SPWV – Monthly QC – Approve - s 9(2)(a)



PARENT RESIDENCE APPORTION INCOME CALCULATOR

Enter 12 month start date		
14	7	2019
14/7/2019		

End of FY		
31	3	2020
31/3/2020		

Start of FY		
1	4	2020
1/4/2020		

Enter 12 month end date		
13	7	2020
13/7/2020		

Apartioned days
262

Apartioned days
104

Total days
366

Income for FY	2020	2020
	75,900.00	

Income for FY	2021
	56,000.00

2021 is PAYE only
No

Apartioned income
54,332.79

Apartioned income
15,912.57

Total income
70,245.36

6(c)

RELEASED UNDER THE OFFICIAL INFORMATION ACT

12-month period	Sponsor 1	Sponsor 2
Date	NZD\$	NZD\$
Date	NZD\$	NZD\$
Date	NZD\$	NZD\$

Year 1	Year 2	Year 3
NZD\$	NZD\$	NZD\$

12-month period (Apportioned dates)
13/02/2021 – 13/02/2022

Total Income FY 2021	NZD\$	Total Income FY 2022	NZD\$
Apportioned dates	13/02/2021 - 31/03/2021	Apportioned dates	1/04/2021-13/03/2022
Apportioned Income	NZD\$	Apportioned Income	NZD\$
Apportioned year dates	14/02/2022- 14/03/2023	Total apportioned income	NZD\$

12-month period (Apportioned dates)
14/02/2022 – 14/02/2023

Total Income FY 2022	NZD\$	Total Income FY 2023	NZD\$
Apportioned dates	14/02/2022 - 31/03/2022	Apportioned dates	1/04/2022-14/03/2023
Apportioned Income	NZD\$	Apportioned Income	NZD\$
Apportioned year dates	14/02/2022- 14/03/2023	Total apportioned income	NZD\$

Note: Sponsor declared in (Email dating XXXX) to nominate the below dates for assessment.

Year 1	Year 2
NZD\$	NZD\$

Global Process Manual

You are here: [Residence](#) > [Parent Category](#) > [Assess Eligibility](#)

Assess Eligibility

Date Published: 30 MAY 2023

Classification: Unclassified

When to use

When assessing an application for residence under the Parent Category F4.

Prerequisites

- Use SOP – [Making and monitoring third party checks](#) to ensure all required third-party checks have been made prior to assessing the applicant's eligibility and that any requirements relating to these third party checks have been met.
- Ensure there are no identity concerns and that all identity requirements have been met.

Role

- Immigration Officer (IO)
- Senior Immigration Officer

Guidelines

Use this SOP, linked SOPs and the Parent Category Visa Assessment tools, to assess the applicant's overall eligibility under this visa category.

Related Resources

[Parent Resident Visa Assessment Tool](#)

Steps

1. Consider risk and verification
 - Follow SOP Assess Risk and Conduct Verification
 - Consider the results as you assess eligibility
2. Identify whether there are secondary applicant(s) (SA) and if so, assess partnership

If there....	Then...
Is only one applicant	Go to Step 3
Are any secondary applicants	Partners may only be included when they meet criteria outlined in R2.1.10 <ul style="list-style-type: none">• Check the applicant has provided evidence that they are in a genuine and stable relationship, and• Have provided evidence that they have been living together in a partnership for at least 12 months R2.1.15• Note any concerns or missing evidence• Go to Step 3

3. Determine whether the applicant(s) has (or have) any dependent children

- Check the application form to determine whether the applicant(s) have any dependent children, as defined in [F4.20.1](#)
- Check the family tab in AMS to determine if there are any dependent children that INZ is aware of that may be undeclared.

If...	Then...
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The applicant(s) does not have any dependent children	Go to Step 4
Any applicant has dependent children	<ul style="list-style-type: none"> • Note this as potentially prejudicial information (PPI) • Go to Step 4

4. Assess whether the sponsor(s) meets the requirements

- Check evidence provided to assess whether the sponsor(s) meets the requirements as set out in F4.35:
 - Sponsor relationship to applicant(s)**

- Check evidence provided to confirm family relationship

i.e. birth certificate, adoption papers etc. Evidence requirements can be found at F4.40.1

For joint sponsors, go to **Step 4b**

If there is only one sponsor and..	Then...
they are the adult child of the PA, as in F4.35.1(a)	Go to Step 4c
They are not the adult child of the PA as in F4.35.1(a)	<ul style="list-style-type: none"> • Note the concern • Go to Step 4c <ol style="list-style-type: none"> Relationship between sponsors To be considered eligible to sponsor a Parent Category application, joint sponsors must: <ul style="list-style-type: none"> ◦ Both be considered adult children of the applicant(s) as set out in F4.35.1(a)(iii) or ◦ be an adult child of the principal applicant and that child's partner as set out in F4.35.1(a)(ii)
If the sponsors are...	Then...
the children of the applicant(s) as outlined in F4.35.1(a)(iii)	<ul style="list-style-type: none"> • Check the applicant(s) has provided satisfactory evidence of relationship to the sponsors • If they have not provided sufficient evidence, make a note of the concern • Go to Step 4c
An adult child of the applicant and the child's partner	<ul style="list-style-type: none"> • Check the applicant(s) has provided evidence that the sponsors are in a genuine and stable relationship, and • Have been living together in a partnership for at least 12 months • If they have not provided sufficient evidence, note the concern • Go to Step 4c <ol style="list-style-type: none"> Acceptable sponsor visa requirements The sponsor(s) must meet requirements for acceptable sponsors who are natural persons as set out in R4.5(d) <ul style="list-style-type: none"> ◦ Go to the sponsor or sponsors' Client details, Application and/or Visa tab(s) in AMS to check their visa status and/or citizenship
If ...	Then...

<p>The sole or both sponsors are New Zealand citizen(s) Or Holder(s) of a current residence visa including Australian Citizens AND They have held this status for at least 3 years preceding the date the application was made.</p>	<ul style="list-style-type: none"> • Go to Step 4d • Note: For an Australian citizen to have held their status for at least 3 years, they must have remained in New Zealand that whole time or have applied for a variation of travel conditions to allow travel without affecting their residence status.
<p>Any sponsor does not meet the requirements stated above</p>	<ul style="list-style-type: none"> • Note the concern • Go to Step 4e <p>Note: If the NZ citizen status of the sponsor cannot be confirmed through INZ records you may consider contacting DIA at staykiwi@dia.govt.nz to confirm citizenship status. See Visa Pak Issue 253 - Updating a client's status in AMS (VisaPak)</p> <p>a. Time in New Zealand</p> <p>Each sponsor must meet the requirements as set out in R4.5.d(iii)</p>
<p>If...</p>	<p>Then...</p>
<p>The sponsor(s) has spent 184 days or more in New Zealand in the each of the 3 years preceding the date the application was made</p>	<p>Go to Step 4e</p>
<p>Any sponsor does not meet the requirements above And their time outside of New Zealand falls outside the above dates</p>	<ul style="list-style-type: none"> • Note the concern • Go to Step 4e <p>a. Other sponsorship criteria</p> <ul style="list-style-type: none"> ◦ Check the Sponsorship form INZ 1024 questions A13-A18 and any relevant information held in AMS
<p>If the sponsor(s) has said ...</p>	<p>Then...</p>
<p>'no', to all questions and there are no concerns</p>	<ul style="list-style-type: none"> • Go to Step 4f
<p>'yes', to any of the questions Or there are any concerns that they do not meet the criteria</p>	<ul style="list-style-type: none"> • Note the concern • Go to Step 4f <p>a. Number of applicants</p> <p>One sponsor can sponsor up to 6 parents as per F4.35.1(e)</p> <ul style="list-style-type: none"> ◦ Use the minimum acceptable income charts (F4.35.5.1) to understand the number of parents the applicant is eligible to sponsor ◦ Follow F4.35.5.15 to calculate the number of people being sponsored
<p>If the sponsor(s)...</p>	<p>Then...</p>
<p>Is eligible to sponsor the number of applicants included in the application (plus any parents they are already sponsoring)</p>	<p>Go to Step 4g</p>

Is not eligible to sponsor the applicant(s) in the application	<ul style="list-style-type: none"> Note the concern Go to Step 4g <ul style="list-style-type: none"> a. Minimum income <p>Sponsors must meet minimum income requirements as set out in F4.35.5 including meeting the income threshold for two 12-month periods in the 3 years prior to the EOJ being selected</p> <ul style="list-style-type: none"> Check whether the sponsor(s) has provided acceptable evidence of their income (F4.35.5.10) Check against the applicable the timeframes that the evidence has been provided for
If the sponsor(s)...	Then...
Has provided acceptable evidence for the required timeframes AND meets the minimum income requirements	Go to Step 5
Appears to meet minimum income requirements but has not provided, <ul style="list-style-type: none"> acceptable evidence, or acceptable evidence for the required timeframes OR Acceptable evidence has only been provided for one sponsor OR Acceptable evidence has been provided for the required timeframe but sponsor(s) does not meet minimum income requirements	<ul style="list-style-type: none"> Note concern Go to <u>step 5</u> <p>Both sponsors must meet all the above requirements to be eligible to sponsor an application</p>

5. Determine whether the eligibility criteria have been met based on your initial assessment or whether concerns have been noted

Have any concerns been noted for this application?	Then...
Yes	Go to Step 6
No	This application meets the criteria Continue assessing the application following the relevant SOP(s). END.

6. Send request for further information (RFI) or PPI letter and consider response

- Continue to assess all other aspects of the application (identity/ partnership character/ Health etc)
- Make a note of the Eligibility concern and include this in a request for further information (RFI) along with any other concerns.
- Decide whether to RFI or PPI
- See SOP Request for additional information to RFI, or
- See SOP **Potentially prejudicial information (PPI)** letter to PPI.
 - a. Consider the concerns that require additional information**
 - Use F4.40 and the table below to determine the evidence required to satisfy specific requirements

If the concern is...	Then request additional evidence that...
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That the PA or SA have a dependent child	Clarifies information about the dependant child(ren)
That there is insufficient evidence of the Family relationship between the applicant(s) and sponsors	Identifies their family relationship as per F4.30 and provides evidence as per F4.40 i.e. birth certificates, adoption papers, custody agreements etc
Partnership concerns between the PA and SA or joint sponsors	Demonstrates the couple has been living together in a genuine and stable relationship as per F4.35.1(a)
The sponsor(s) does not meet the visa status or time in NZ requirements	Provides additional information as to their residence in New Zealand as per F4.40.35
Sponsor(s) does not meet the salary requirements at set out in F4.35.5.1	Meets the salary requirements
Sponsor does not meet generic sponsorship requirements	Demonstrates they meet the requirements as set out in R4.5 and R4.10

a. Send the letter and allow 10 working days for a response

If response...	Then...
Is received within the timeframe provided and addresses all concerns	Continue assessing the application following the relevant SOP(s). END.
For an RFI Doesn't address all concerns Or Is not received within the timeframe	<ul style="list-style-type: none"> Send a PPI – refer to Step 6(a)
For a PPI Doesn't address all concerns Or Is not received within the timeframe	Requirements not met. <ul style="list-style-type: none"> Continue to assess other Parent category eligibility criteria If required, discuss with IM and/or TA and consider a No Surprises Fact Sheet (NSFS) Await decision Decline Residence application

END.

See Also

[Parent Category](#)

[Expression of Interest \(EOI\)](#)

[Assess English Language](#)

Global Process Manual

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Assess English Language

Date Published: 30 MAY 2023

Classification: Unclassified

When to use

When assessing a principal or secondary applicant's English language ability under the Parent Category.

Role

- Immigration Officer
- Senior Immigration Officer

Guidelines

Follow the SOP - [Assess Eligibility - Parent Category Residence](#) and related activities to complete a full assessment.

Both the principal applicant and the secondary applicant must meet the English language requirements set out at F4.25.

Assessment Template

[Parent Resident Visa Assessment Template](#)

Steps

1. Check whether the applicant has provided an English language test result

Complete step one for the principal and secondary applicant (if applicable)

If...	Then...
A test result has been provided	Go to Step 1a
No test result is provided	Go to Step 2

a. Check whether the test is valid for the purposes of meeting F4.25

If the English language test results...	Then...
Were less than two years old at the time the application was lodged	Go to Step 1b
were more than two years old at the time the application was lodged	Go to Step 2

a. Check the result is acceptable, as set out in F4.25.45

If the results are...	Then...
acceptable	English requirements met. Continue assessing the application. END
not acceptable	Go to Step 2

Note: Only continue to Step 2 for those applicants who did not meet the requirements as outlined in **Step 1**

2. Determine whether there is other evidence that the applicant(s) meets the minimum standard of English

- Check for any evidence provided in the application that satisfies the English language requirement as set out in F4.25.1.(b)(i-iii)

Note: This evidence can include country of citizenship and/ or residence and include type and place of education.

If...	Then...
The principal (and secondary) applicant(s) meets English language requirements as determined by Steps 1 or 2	English requirements met. Continue assessing the application. END.
If the principal (and secondary) applicant(s) has not provided an English language test result And They are a citizen of Samoan	<ul style="list-style-type: none"> • Conduct a phone interview with the applicant to determine they meet the requirements as per F4.25.1(c) • See Visa Pak 495 – Recording and Documenting Phone Interviews
If the principal (and/or secondary applicant) has provided an English language test result that does not meet the criteria set out in Steps 1a and 1b And They do not meet requirements outlined in Step 2	<ul style="list-style-type: none"> • Note the concern • Go to Step 3
If the principal (and / or secondary) applicant does not meet English language requirements	If applicable, continue assessing the application for the applicant that meets the requirements. The other applicant(s) must pre-purchase English for Speakers of Other Languages (ESOL) tuition, go to Step 4

3. Send RFI/ PPI

- Continue to assess all other aspects of the application (eligibility/ partnership character/ Health etc)
- Make a note of the English language concern and include this in a request for further information (RFI) along with any other concerns.
- When making the request, ask for updated English Language Test results
- See SOP Request for further information (RFI)

If	Then...
An updated test result is provided within 10 working days	English language requirements are satisfied. Continue assessing the application. END.
An updated result is provided but it doesn't meet the requirements OR No updated test result is provided	Go to Step 4

4. Pre-Purchase of English for Speakers of Other Languages (ESOL) tuition

If the applicant(s) does not meet the requirements as listed above, they are able to pre-purchase ESOL tuition

- Continue to assess the application using the VAT
- Subject to all other application requirements being met, finalise application with the AIP condition that the applicant(s) must first pre-purchase ESOL tuition
- If the partner is deferred, complete this step at the end of the partner's deferral period. See R2.1.15.5

Note: AIP gives the applicant(s) six months to meet the conditions of their visa. During that time, they may purchase ESOL classes or provide updated evidence that satisfies the English language requirement, as per F4.25.45

END.

See Also

[Parent Category](#)

PR decline templates

Thursday, 8 June 2023 11:13 am

~such a thing does not yet exist~

Please get in touch if you decline an application and get a decline letter cleared by QC.

Out of Scope

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Always include the relevant instructions when PPI-ing. The standard timeframe of 10 working days applies. As applicants do not have IGMS accounts for their residence applications, responses will be mailed in or emailed to the Parent Residence inbox. If emailed, it is your responsibility to print the documents supplied in response and put them into the paper application folder.

For any generic PPI templates (health, character, etc.) please make use of the templates in the T Drive (Christchurch -> PPI Suite -> Residence 2021 -> PPI blurbs has some good generic ones, just make sure the details and instructions are correct for a Parent Residence application). Parent Residence-specific templates are below (note: these haven't been fully cleared by TAs yet like T Drive templates, and are intended as guides only).

Issue	Blurb	Relevant instructions
<p>The applicants have/may have dependent children. F4.15(c)</p>	<p>Dependent Children</p> <p>Immigration instruction F4.15(c) outlines that to be granted a visa under Parent Category instructions, applicants must have no dependent children. Immigration instruction F4.20.1 considers a child dependent for the purposes of the Parent Category up to the age of 24, depending on their personal circumstances.</p> <p>You have declared on your INZ 1206 form that you have a child, name, that was born on date. This means on the date your application was lodged, they were age years old.</p> <p>[OR]</p> <p>It appears from our records that you have a child, name, that may be dependent as they were born on date and were therefore age years old on the date your application was lodged.</p> <p>[DELETE THE INSTRUCTIONS THAT DO NOT APPLY]</p> <p>Under the Parent Category definition, a child that is 21 to 24 years old is dependent if</p> <ul style="list-style-type: none"> • they have no child(ren) of their own; and • they are single; and • they are totally or substantially reliant on their parent(s) for financial support, whether living with them or not. <p>The immigration instructions for determining whether a child of 21 to 24 years of age is totally or substantially reliant on their parent(s) for financial support are included at the end of this letter for your reference.</p> <p>We are therefore not currently satisfied that you have no dependent children as per immigration instruction F4.15(c) and your application may be declined.</p> <p>[OR]</p> <p>Under the Parent Category definition, a child that is 18 to 20 years old is dependent if</p> <ul style="list-style-type: none"> • they have no child(ren) of their own; and • they are single. <p>We are therefore not currently satisfied that you have no dependent children as per immigration instruction F4.15(c) and your application may be declined.</p> <p>[OR]</p> <p>Under the Parent Category definition, a child that is aged 17 or younger is dependent if they are single.</p> <p>We are therefore not currently satisfied that you have no dependent children as per immigration instruction F4.15(c) and your application may be declined.</p>	<p>F4.15 Parent Category Requirements</p> <p>F4.15.1 Applicant requirements</p> <p>Applicants under the Parent Category must</p> <ol style="list-style-type: none"> meet the health and character requirements specified at A4 and A5; and have a minimum standard of English, or pre-purchase English for Speakers of Other Languages tuition to the specified level (see F4.25); and have no dependent children (see F4.30.5); and have at least one sponsoring adult child who <ol style="list-style-type: none"> meets the family relationship requirements set out at F4.30 and meets the sponsorship requirements set out at F4.35, including the minimum income threshold requirements; and <p>(if the applicant is jointly sponsored by two people) have sponsors who each meet the requirements set out at F4.35 and who meet the joint sponsorship requirements set out at F4.35.5 and</p> <p>f) meet the evidential requirements set out at F4.40.</p> <p>Effective 12/10/2022</p> <p>F4.30 Family relationship requirements for the Parent Category</p> <p>F4.30.5 Applicants who have dependent children</p> <p>Applicants under the Parent Category must not have any dependent children (see F4.20.1). An application will be declined if any applicant(s) included in the application have dependent children.</p> <p>F4.20 Definitions</p> <p>F4.20.1 Definition of 'dependent child'</p> <p>g) For the purpose of the Parent Category, and despite the definition in section 4 of the Immigration Act 2009, a child is dependent if they</p> <ol style="list-style-type: none"> are <ul style="list-style-type: none"> aged 21 to 24, with no child(ren) of their own; and single (see F5.5); and totally or substantially reliant on their parent(s) for financial support, whether living with them or not; or are <ul style="list-style-type: none"> aged 18 to 20, with no child(ren) of their own; and single (see F5.5); or are <ul style="list-style-type: none"> aged 17 or younger; and single (see F5.5). <p>h) When determining whether a child of 21 to 24 years of age is totally or substantially reliant on their parent(s) for financial support, immigration officers must consider the whole application, taking into account all relevant factors including whether the child</p> <ol style="list-style-type: none"> is in paid employment, whether this is full-time or part-time, and its duration; has any other independent means of financial support; is living with their parents or another family member, and the extent to which other support is provided; or is studying, and whether this is full-time or part-time.
<p>Minimum income requirements not met F4.35.1(b) (ii)/F4.35.5</p>	<p>Minimum income requirement for sponsors not met</p> <p>Immigration instruction F4.35.1(b)(ii) states that each sponsor for a Parent Category application must meet the relevant minimum income requirement for sponsors as outlined in F4.35.5.</p> <p>Immigration instruction F4.35.5 states that</p> <ol style="list-style-type: none"> The sponsor or joint sponsors must <ol style="list-style-type: none"> have total income that meets the minimum income threshold set out at F4.35.5.1; and meet that income threshold for two 12-month periods within the 3 years prior to being invited to apply (as set out at F4.35.5.1); and demonstrate that income through the evidential requirements set out at (F4.35.5.10). The calculation of the minimum income threshold will consider any parents currently sponsored by the sponsors, as set out at F4.35.5.15. The two 12-month periods may not overlap. If there are joint sponsors, the 12-month periods must be the same for both sponsors. <p>[DELETE ANY THAT DO NOT APPLY]</p> <p>Periods overlap</p> <p>Based on the Inland Revenue tax statements provided as evidence of your sponsor's/joint sponsors' income provided to date, your sponsor does not appear to meet the instructions set out at F4.35.5(c) as they overlap.</p> <p>The Inland Revenue tax statements provided for SPONSOR 1 NAME are dated XX/XX/XXXX – XX/XX/XXXX and XX/XX/XXXX – XX/XX/XXXX. Therefore, your application does not meet Immigration instruction F4.35.5(c) and may be declined.</p> <p>[OR]</p> <p>Not the same 12-month periods for joint sponsors</p> <p>The Inland Revenue tax statements provided for SPONSOR 1's NAME are dated XX/XX/XXXX – XX/XX/XXXX and XX/XX/XXXX – XX/XX/XXXX but the Inland Revenue tax statements provided for SPONSOR 2's NAME are dated XX/XX/XXXX – XX/XX/XXXX and XX/XX/XXXX – XX/XX/XXXX and as they are not the same 12-month periods for both sponsors Immigration instruction F4.35.5(d) is currently not met and your application may be declined.</p>	<p>F4.35 Sponsorship Requirements</p> <p>F4.35.1 General Requirements</p> <p>a) A sponsor or sponsors on a Parent Category application must be</p> <ol style="list-style-type: none"> the adult child of the principal applicant; or the adult child of the principal applicant and that adult child's partner (joint sponsorship); or the adult child of the principal applicant and one other adult child of either applicant included in the application (joint sponsorship). <p>b) Each sponsor must</p> <ol style="list-style-type: none"> meet the requirements to be an acceptable sponsor as set out at R4.5; and meet the relevant minimum income requirement for sponsors outlined at F4.35.5; and agree to meet the undertakings set out at R4.10 for the required sponsorship period (see (c) below); and must not be a dependent child (see F4.20.10). <p>c) The sponsor(s) must sponsor the applicant or applicants for a sponsorship period of 10 years.</p> <p>d) A maximum of two people can act as sponsors in a Parent Category application.</p> <p>e) A sponsor can sponsor a maximum of six parents.</p> <p>F4.35.5 Minimum income requirement for sponsors</p> <ol style="list-style-type: none"> The sponsor or joint sponsors must <ol style="list-style-type: none"> have total income that meets the minimum income threshold set out at F4.35.5.1; and meet that income threshold for two 12-month periods within the 3 years prior to their EOI being selected (as set out at F4.35.5.1); and demonstrate that income through the evidential requirements set out at (F4.35.5.10). The calculation of the minimum income threshold will consider any parents currently sponsored by the

OR

Two out of three income periods not met

Sponsor does not meet Minimum Income Thresholds – F4.35.5.1

Immigration Instruction F4.35.5.1 states that the minimum income threshold for sponsors under the Parent Category must be met as set out in F4.35.5.1 (b) and (c).

Income of any sponsor needs to be equal to or greater than the thresholds as set out below.

b. Minimum income thresholds for one sponsor:

Effective date	Number of Parents						
	Median income	1	2	3	4	5	6
2022 onwards	\$17,740.80	\$115,481.80	\$144,352	\$173,222.40	\$202,092.80	\$230,963.20	\$259,833.60
2021	\$16,280.00	\$112,520	\$140,400	\$168,480	\$196,560	\$224,640	\$252,720
2020	\$15,040.00	\$106,080	\$132,640	\$159,200	\$185,640	\$212,160	\$238,680

If sponsorship is for one sponsor, the minimum income threshold needs to meet the requirements as below

c. Minimum income thresholds for two (joint) sponsors:

Effective date	Number of Parents						
	Median income	1	2	3	4	5	6
2022 onwards	\$35,740.80	\$115,481.80	\$144,352	\$173,222.40	\$202,092.80	\$230,963.20	\$259,833.60
2021	\$16,280.00	\$112,520	\$140,400	\$168,480	\$196,560	\$224,640	\$252,720
2020	\$15,040.00	\$106,080	\$132,640	\$159,200	\$185,640	\$212,160	\$238,680

If sponsorship is for two sponsors, the minimum income threshold is as follows

!

OUTCOME – Adapt as required

You were invited to apply on XX/XX/XXXX and therefore were able to provide sponsor income evidence of meeting income threshold as per F4.35.5.1 for two 12-month periods 3 years prior to that date.

You have provided the below income as evidence of your sponsor's (joint sponsors') income

12-month period	Sponsor 1	Sponsor 2
Date to date	NZD\$000,000	NZD\$000,000
Date to date	NZD\$000,000	NZD\$000,000
Date to date	NZD\$000,000	NZD\$000,000

Based on this information, your sponsor(s) does not appear to meet the instructions set out at F4.35.5(a)(ii)/F4.35.1 as your sponsor(s) do not appear to meet the relevant income threshold for two 12-month periods within the 3 years prior to you being invited to apply, therefore, your application may be declined.

English language requirements not met

Immigration instructions F4.25.1 outline that applications under the parent Category must be declined if any applicant included in the application has not met the minimum standard of English or the requirements to pre-purchase English for speakers of other languages (ESOL) tuition.

You have provided us with the following evidence of meeting English language requirements

-XXXXXXXXXX
-XXXXXXXXXX
-XXXXXXXXXX

We have also conducted an interview with you over the phone on XX/XX/XXXX, where we were not satisfied that you have sufficient English language ability for the following reasons [provide your rationale here](#).

We have concerns that the evidence you provided does not meet the English language requirements and that Immigration instructions F4.25.1 are met.

OR

You have not provided us with any evidence of meeting English language requirements, and you have not indicated that you intend to pre-purchase English for speakers of other languages (ESOL) tuition.

We are therefore not currently satisfied that you have met English language requirements as per immigration instruction F4.25.1 and your application may be declined.

OR

You have provided us with a copy of a pre-purchased English language course. However, the course is not on the list of the Tertiary Education Commission and does not indicate that you pre-purchased ESOL course as per Immigration instructions.

We are therefore not currently satisfied that you have met English language requirements as per immigration instruction F4.25.1 and your application may be declined.

OR

You have indicated that you meet the English requirements, and you are confident English speaker. However, upon checking the documents you have provided us with and after conducting an interview, we have concerns that you do not meet English language requirements.

We are therefore not currently satisfied that you have met English language requirements as per immigration instruction F4.25.1 and your application may be declined.

sponsors, as set out at F4.35.5.15.

c. The two 12-month periods may not overlap.

d. If there are joint sponsors, the 12-month periods must be the same for both sponsors.

e. The income of a sponsoring adult child's partner may only be considered if

- i. the partner is acting as a joint sponsor; and
- ii. the partner has been living with the sponsoring adult child for a period of at least 12 months in a partnership that is genuine and stable (see [F2.10.1](#)); and
- iii. they meet the requirements for the recognition of a partnership set out at [F2.15](#).

F4.35.5.1 Minimum income thresholds

a) The minimum income threshold for sponsors under the Parent Category is based on the following and is set out in the tables at (b) and (c) below

- i. 1.5 times the median income if sponsoring a single parent; and
- ii. an additional 0.5 times the median income for each additional parent sponsored; and
- iii. an additional 0.5 times the median income (combined) if two people are acting as sponsors.

Effective date	Number of Parents						
	Median income	1	2	3	4	5	6
2022 onwards	\$17,740.80	\$115,481.80	\$144,352	\$173,222.40	\$202,092.80	\$230,963.20	\$259,833.60
2021	\$16,280.00	\$112,520	\$140,400	\$168,480	\$196,560	\$224,640	\$252,720
2020	\$15,040.00	\$106,080	\$132,640	\$159,200	\$185,640	\$212,160	\$238,680

b)

Minimum income thresholds for one sponsor

Effective date	Number of Parents						
	Median income	1	2	3	4	5	6
2022 onwards	\$17,740.80	\$115,481.80	\$144,352	\$173,222.40	\$202,092.80	\$230,963.20	\$259,833.60
2021	\$16,280.00	\$112,520	\$140,400	\$168,480	\$196,560	\$224,640	\$252,720
2020	\$15,040.00	\$106,080	\$132,640	\$159,200	\$185,640	\$212,160	\$238,680

c)

Minimum income thresholds for two (joint) sponsors

d) The income threshold required to be met for each 12-month period is calculated based on the median income that is in effect at the end of each 12-month period the sponsor is providing evidence for, according to the tables above.

e) The median income for each year is based on the median hourly earnings from wages and salaries for the June quarter in the previous year released by Statistics New Zealand. It is converted into an annual rate based on a 40-hour working week.

F4.25.1 (b) overview

b) Applicants under the Parent Category meet the minimum standard of English if they provide

- i. acceptable English language test results, as set out at F4.25.45 (no more than two years old at the time the application is lodged); or
- ii. other evidence that satisfies an immigration officer that, taking account of that evidence and all the circumstances of the application, they are a competent user of English. These circumstances may include but are not limited to

- the country in which the applicant currently resides;
- the country(ies) in which the applicant has previously resided;
- the duration of residence in each country;
- whether the applicant speaks any language other than English;
- whether members of the applicant's family speak English;
- whether members of the applicant's family speak any language other than English;
- the nature of the applicant's current or previous employment (if any) and whether that is or was likely to require skill in English language;
- the nature of the applicant's qualifications (if any) and whether the obtaining of those qualifications was likely to require skill in the English language; or

iii. evidence of one of the following


- completion of all primary education and at least 3 years of secondary education (that is, the equivalent of New Zealand Forms 3 to 5 or years 9 to 11) at schools using English as the language of instruction;
- completion of at least 5 years of secondary education (that is, the equivalent of New Zealand Forms 3 to 7 or years 9 to 13) at schools using English as the language of instruction;
- completion of a course of at least 3 years duration leading to the award of a tertiary qualification at institutions using English as the language of instruction;
- that the applicant holds General Certificate of Education (GCE) "A" Levels from Britain or Singapore with a minimum C pass (the passes must specifically include the subjects English Language or Literature, or Use of English);
- that the applicant holds International Baccalaureate – full Diploma in English Medium;
- that the applicant holds Cambridge Certificate of Proficiency in English – minimum C pass;
- that the applicant holds Hong Kong Advanced Level Examinations (HKALE) including a minimum C pass in Use of English;
- that the applicant holds STPM 920 (Malaysia) – A or B pass in English Literature;
- that the applicant holds University of Cambridge in collaboration with University of Malaya, General Certificate of English (GCE) "A" levels with a minimum C pass. The passes must specifically include the subjects English or General Paper;
- that the applicant holds South African Matriculation Certificate, including a minimum D pass in English (Higher Grade);
- that the applicant holds South African Senior Certificate, including a minimum D pass in English (Higher Grade), endorsed with the words 'matriculation exempt';
- that the applicant holds a New Zealand Tertiary Entrance Qualification gained on completing the seventh form; or

iv. are citizens of Samoa and, after an interview, satisfy an immigration officer that they have sufficient English language ability.

a. When applying (b) (iv) above, the interviewing immigration officer determines if applicants

English language requirements not met

		<p>meet the minimum English language requirement by assessing whether they are able to</p> <p>a. read English; and</p> <p>ii. understand and respond to questions in English; and</p> <p>iii. maintain an English language conversation about themselves, their family or their background.</p> <p>d.</p> <p>In any case, an immigration officer may require any or each applicant to provide an English language test result in terms of (b)(i) above. In such cases, the English language test result will be used to determine whether the applicant meets the minimum standard of English.</p>
<p>Sponsor is not ordinarily resident and/or has not been a resident/citizen for at least three years F4.35(b)</p>	<p>Acceptable Sponsor</p> <p>Immigration instruction F4.35(b) outlines that to be granted a visa under Parent Category instructions, an applicant's sponsor must meet the requirements to be an acceptable sponsor under residence instructions.</p> <p>In the case that the sponsor is a natural person, instruction R4.5(d)(ii) states they must have been a New Zealand citizen and/or the holder of a New Zealand residence class visa (or a residence permit or returning resident's visa under the Immigration Act 1987) for at least three years immediately preceding the date the application they wish to sponsor is made.</p> <p>Our records show that your sponsor has held a residence class visa since date. This application was lodged on date, which is less than three years after they became a New Zealand resident.</p> <p>We are therefore not currently satisfied that your sponsor is acceptable as per immigration instruction R4.5(d)(ii). As such, they do not appear to meet the sponsorship requirements at F4.35(b) and your application may be declined.</p> <p>Ordinarily Resident Sponsor</p> <p>Immigration instruction F4.35(b) outlines that to be granted a visa under Parent Category instructions, an applicant's sponsor must meet the requirements to be an acceptable sponsor under residence instructions.</p> <p>In the case that the sponsor is a natural person, instruction R4.5(d)(iii) states they must be ordinarily resident in New Zealand and for each of the three 12-month portions within the three years immediately preceding the date the application they wish to sponsor is made, have spent a total of 184 days or more in New Zealand.</p> <p>From your sponsor's movements in and out of New Zealand, it doesn't appear they have spent 184 days or more in New Zealand every year for the past three years. Their movements in the past three years according to our records are as follows (Provide your rationale here)</p> <p>On date, your sponsor left New Zealand and has not returned/did not return until date.</p> <p>[AND/OR]</p> <p>In year they were in New Zealand number days.</p> <p>We are therefore not currently satisfied that your sponsor is acceptable as per immigration instruction R4.5(d)(iii). As such, they do not appear to meet the sponsorship requirements at F4.35(b) and your application may be declined.</p> <p>If you believe our records are incorrect and your sponsor has been ordinarily resident as per instructions, you can provide evidence of this (for example, if they arrived on a different passport than they left on, you could provide their travel details and evidence of that passport).</p>	<p>F4.35 Sponsorship Requirements</p> <p>F4.35.1 General Requirements</p> <p>a) A sponsor or sponsors on a Parent Category application must be</p> <p>i. the adult child of the principal applicant; or</p> <p>ii. the adult child of the principal applicant and that adult child's partner (joint sponsorship); or</p> <p>iii. the adult child of the principal applicant and one other adult child of either applicant included in the application (joint sponsorship).</p> <p>b) Each sponsor must</p> <p>i. meet the requirements to be an acceptable sponsor as set out at R4.5 and</p> <p>ii. meet the relevant minimum income requirement for sponsors outlined at F4.35.5; and</p> <p>iii. agree to meet the undertakings set out at R4.10 for the required sponsorship period (see (c) below); and</p> <p>iv. must not be a dependent child (see F4.20.10).</p> <p>R4.5 Acceptable sponsors</p> <p>See also <i>Immigration Act 2009, s 48</i></p> <p>c) In order to sponsor an applicant for a residence class visa, a sponsor must be</p> <p>i. deemed acceptable by the Minister of Immigration or an immigration officer; and</p> <p>ii. meet the relevant eligibility criteria for acceptable sponsors set out in this chapter; and</p> <p>iii. meet any further criteria imposed by the specific residence category the applicant is applying under.</p> <p>d) It is a matter for the absolute discretion of the Minister of Immigration or an immigration officer whether a person is acceptable as a sponsor.</p> <p>e) A sponsor may be a natural person, an organisation or a government agency. A specific residence category may specify restrictions regarding the types of entity that may sponsor under that category.</p> <p>f) If the sponsor is a natural person then they</p> <p>i. must be a New Zealand citizen or the holder of a current residence class visa that is not subject to conditions under section 49(1)(a) or section 50 of the Immigration Act 2009; and</p> <p>ii. must have been a New Zealand citizen and/or the holder of a New Zealand residence class visa (or a residence permit or returning resident's visa under the Immigration Act 1987) for at least three years immediately preceding the date the application they wish to sponsor is made; and</p> <p>iii. must be ordinarily resident in New Zealand and for each of the three 12 month portions within the three years immediately preceding the date the application they wish to sponsor is made, have spent a total of 184 days or more in New Zealand; and</p> <p>iv. must not sponsor for the purpose of receiving a financial reward or fee; and</p> <p>v. must not have been convicted at any time of an offence under immigration law; and</p> <p>vi. must not have an outstanding debt to the Crown or other third parties as a result of another sponsorship arrangement; and</p> <p>vii. must not sponsor a person if they have previously breached sponsorship obligations; and</p> <p>viii. must not have entered insolvency procedures or be adjudicated bankrupt; and</p> <p>ix. must not be liable for deportation; and</p> <p>x. must not be a person whose liability for deportation is currently suspended; and</p> <p>xi. must not be serving a custodial sentence or be awaiting sentencing after being convicted of a crime which carries a custodial sentence; and</p> <p>xii. must not have arrived in New Zealand as a member of a mass arrival group, with the exception of a person who was an unaccompanied minor when they arrived (see C8.5.5) or a person acting as a sponsor under RW3.</p>
<p>Secondary sponsor is not ordinarily resident and/or has not been a resident/citizen for at least three years F4.35(b)</p> <p>[And based on this, the primary sponsor does not meet the income threshold as a sole sponsor]</p>	<p>Your secondary sponsor does not appear to meet the requirements of being an acceptable sponsor as per R4.5(d)(ii) and R4.5(d)(iii)</p> <p>Immigration instruction R4.5(d)(ii) states that to be an acceptable sponsor, the person must have been a New Zealand citizen or the holder of a New Zealand residence class visa (or a residence permit or returning residents visa under the Immigration Act 1987) for at least three years immediately preceding the date the application they wish to sponsor was made. Your application was submitted on DATE, and it appears that your secondary sponsor – Sponsor Name – has only gained residency as of DATE. This is not a sufficient time period to be considered an acceptable sponsor, it therefore appears that your secondary sponsor is not eligible to sponsor you. Based on this information, your application may be declined.</p> <p>[AND / OR]</p> <p>Immigration instruction R4.5(d)(iii) states that a person must be ordinarily a resident in New Zealand and for each of the three 12 month periods within the three years immediately preceding the date the application they wish to sponsor was made, have spent a total of 184 days or more in New Zealand. We do note that Sponsor Name has been in New Zealand as a visitor during the years preceding your application but as SPONSOR NAME was not granted residency until 2021, he/she has not been in New Zealand as a resident for three years preceding your application and it therefore appears that your secondary sponsor does not meet immigration instruction and your application may be declined.</p> <p>DELETE WHAT IS NOT REQUIRED</p> <p>Sponsorship income requirements not met when second sponsor removed – R4.35</p> <p>Immigration instruction R4.35 states that the sponsor or joint sponsors must have a total income that meets the minimum income threshold and must meet that income threshold for two 12-month periods within the 3 years prior to being invited to apply. As your secondary sponsor is not eligible (and therefore would need to be removed as a sponsor), this would mean only your primary sponsor is eligible and would need to have enough funds to perform as a sole sponsor. According to the evidence that has been provided by you, it appears that your primary sponsor would not meet the requirements set out at R4.35.5.1 and therefore your application may be declined.</p>	<p>^ as above</p>
<p>Sponsor does not meet general requirements (relationship to applicant, no guarantee to sponsor the applicant, sponsoring six parents already,</p>	<p>Sponsor does not meet general requirements – F4.35.1</p> <p>Immigration instruction F4.35.1 states that a sponsor or sponsors for a Parent Category application must be the adult child of the principal applicant, the adult child of the principal applicant and that adult child's partner (joint sponsorship) or the adult child of the principal applicant and one other adult child of either applicant included in the application (joint sponsorship).</p> <p>Each sponsor must</p> <p>- Meet the requirements of an acceptable sponsor as set out at R4.5 and,</p> <p>- Meet the relevant minimum income requirement for sponsors outlined at F4.35.5 and,</p> <p>- Agree to meet the undertakings set out at R4.10 for the required sponsorship period (see F4.35.1(c)) and,</p>	<p>F4.35 Sponsorship Requirements</p> <p>F4.35.1 General Requirements</p> <p>a) A sponsor or sponsors on a Parent Category application must be</p> <p>i. the adult child of the principal applicant; or</p> <p>ii. the adult child of the principal applicant and that adult child's partner (joint sponsorship); or</p>

<p>any other reason) F4.35.1</p>	<p>- Must not be a dependent child (see F4.20.10)</p> <p>To be eligible, sponsors must declare that they guarantee to sponsor the applicant or applicants for sponsorship period of 10 years. A maximum of two people can act as sponsors in a Parent Category Application. A sponsor can only sponsor a maximum of 6 parents.</p> <p><u>DELETE ANY THAT DO NOT APPLY</u></p> <p>-</p> <p>As your sponsor is not the adult child of the principal applicant for this parent category application, your sponsor does not appear to meet the instructions set out at F4.35.1 and therefore your application may be declined.</p> <p><u>OR</u></p> <p>As your joint sponsors are not the adult child of the principal applicant and the adult child's partner, your sponsors do not appear to meet the instructions set out at F4.35.1 and therefore your application may be declined.</p> <p><u>OR</u></p> <p>As your joint sponsors are not the adult child of the principal applicant and one other adult child of either applicant included in the application, your sponsors do not appear to meet the instructions set out at F4.35.1 and therefore your application may be declined.</p> <p><u>OR</u></p> <p>As your sponsor does not meet the requirements set out at immigration instruction F4.35.1(b) <i>(insert specific point that applicant does not meet eg (i) or (ii) and explanation as to why)</i>, your application may be declined</p> <p><u>OR</u></p> <p>It is a requirement of sponsors as set out at immigration instruction F4.35(c) to declare that they guarantee to sponsor the applicant or applicants for a 10-year period. As your sponsor has not declared that they will do this within the application by signing the form, your application may be declined.</p> <p><u>OR</u></p> <p>You are currently sponsoring the following six parents</p> <ul style="list-style-type: none"> • <i>(insert parents' names)</i> • XX • XX • XX • XX • XX <p>As per immigration instruction F4.35.1(e), sponsoring six parents is the maximum, therefore you are not eligible to sponsor any more parents and your application may be declined.</p>	<p>iii. the adult child of the principal applicant and one other adult child of either applicant included in the application (joint sponsorship).</p> <p>b) Each sponsor must</p> <ol style="list-style-type: none"> i. meet the requirements to be an acceptable sponsor as set out at R4.5 and ii. meet the relevant minimum income requirement for sponsors outlined at F4.35.5; and iii. agree to meet the undertakings set out at R4.10 for the required sponsorship period (see (c) below); and iv. must not be a dependent child (see F4.20.10). <p>c) The sponsor(s) must sponsor the applicant or applicants for a sponsorship period of 10 years.</p> <p>d) A maximum of two people can act as sponsors in a Parent Category application.</p> <p>e) A sponsor can sponsor a maximum of six parents.</p>
<p>Sponsor does not meet evidential requirements for income F4.35.5.10</p>	<p>Sponsor does not meet Evidential Requirements for Sponsor's Income – F4.35.5.10</p> <p>Immigration Instruction F4.35.5.10 states that only taxable income that is recorded on New Zealand's Inland Revenue tax statements (Summary of Income) of the sponsor(s) will be recognized when calculating a sponsor's income.</p> <p>For self-employed sponsors, only taxable income recorded on the New Zealand's Inland Revenue Final Tax Summary at the end of the three most recent financial years will be considered when calculating a sponsor's income.</p> <p>Income earned by another legal entity, such as a company or trust, cannot be included unless it has been paid directly to the sponsor in the form of shareholder-employee salary or dividends, or is income derived from the trust. This income must appear on the Inland Revenue tax statements of the sponsor.</p> <p>All sponsor whose income is considered when meeting the minimum income threshold must meet the evidential requirements set out above.</p> <p><u>DELETE THOSE THAT DO NOT APPLY</u></p> <p>As your sponsor has not supplied the relevant documentation set out at F4.35.5.10(a) it appears your sponsor may not meet the evidential requirements for sponsors income and therefore your application may be declined.</p> <p><u>OR</u></p> <p>As your sponsor is self-employed and has not provided the relevant documentation as set out at F4.35.5.1(b) it appears your sponsor may not meet the evidential requirements for sponsors income and therefore your application may be declined.</p> <p><u>OR</u></p> <p>As your sponsor has income earned by another legal entity and has not supplied the relevant documentation as set out at F4.35.5.1(c), it appears your sponsor may not meet the eligibility requirements for sponsors income and therefore your application may be declined.</p>	<p>F4.35 Sponsorship Requirements</p> <p>F4.35.5.10 Evidential requirements for sponsor's income</p> <p>a) Only taxable income that is recorded on New Zealand's Inland Revenue tax statements (Summary of Income) of the sponsor(s) will be recognised when calculating a sponsor's income.</p> <p>b) For self-employed sponsors, only taxable income recorded on the New Zealand's Inland Revenue Final Tax Summary at the end of the three most recent financial years will be considered when calculating a sponsor's income.</p> <p>c) Income earned by another legal entity, such as a company or a trust, cannot be included unless it has been paid directly to the sponsor in the form of shareholder-employee salary or dividends, or is income derived from the trust. This income must appear on the Inland Revenue tax statements of the sponsor(s).</p> <p>d) All sponsors whose income is considered when meeting the minimum income threshold must meet the evidential requirements set out above.</p>
<p>Generic PPIs - health, character, etc.</p>	<p>Check various residence PPI suites in the T drive, e.g. RV21, for generic residence PPIs. TLS has medical-specific PPIs.</p>	<p></p> <p>A4.10 and A4.60 M... Medical PPI instructions formatted</p>

A4.10 Acceptable standard of health (applicants for residence)

- a. Applicants for residence class visas must have an acceptable standard of health unless they have been granted a medical waiver or (f), below, applies. An application for a residence class visa must be declined if any person included in that application is assessed as not having an acceptable standard of health and a medical waiver is not granted (see [A4.60](#)).
- b. Applicants for residence class visas are considered to have an acceptable standard of health if they are:
 - i. unlikely to be a danger to public health; and
 - ii. unlikely to impose significant costs or demands on New Zealand's health services or special education services; and
 - iii. able to undertake the work on the basis of which they are applying for a visa, or which is a requirement for the grant of the visa.
- c. The conditions listed in A4.10.1 are considered to impose significant costs and/or demands on New Zealand's health and/or special education services. Where an immigration officer is satisfied (as a result of advice from an Immigration New Zealand medical assessor) that an applicant has one of the listed conditions, that applicant will be assessed as not having an acceptable standard of health.
- d. If an immigration officer is not satisfied that an applicant for a residence class visa has an acceptable standard of health, they must refer the matter for assessment to an Immigration New Zealand medical assessor (or the Ministry of Education as appropriate).
- e. Despite (d) above, referral to an Immigration New Zealand medical assessor (or the Ministry of Education) is not required where the applicant is the partner or dependent child of a New Zealand citizen or residence class visa holder, or where the applicant is applying for a 2021 Resident Visa, unless the provisions of [A4.60\(a\)](#) or [A4.60\(b\)](#) apply.
- f. Mandated refugees (see [S3.5\(a\)\(i\)](#)) and Refugee Quota Family Reunification Category applicants (see [S4.20](#)) are exempt from the requirement to have an acceptable standard of health, except where they have any of the conditions set out at [A4.74](#).
- g. The exemption at (f) above does not apply to those invited to apply under the Community Organisation Refugee Sponsorship category (see [S4.25](#)).

Note: These instructions do not apply to residents and former residents applying for a permanent resident visa or a second or a subsequent resident visa.

A4.10.1 Medical conditions deemed to impose significant costs and/or demands on New Zealand's health and/or education services

- Hepatitis B-surface antigen positive and meeting criteria for anti-viral treatment in New Zealand
- Hepatitis C-RNA positive and meeting criteria for anti-viral treatment in New Zealand
- Malignancies of organs, skin (such as melanoma) and haematopoietic tissue, including past history of, or currently under treatment. Exceptions are:
 - treated minor skin malignancies
 - malignancies where the interval since treatment is such that the probability of recurrence is <10 percent
- Requirement for organ transplants (with the exclusion of corneal grafts), or following organ transplant when immune suppression is required (with the exclusion of corneal grafts)
- Severe, chronic or progressive renal or hepatic disorders
- Musculoskeletal diseases or disorders such as osteoarthritis with a high probability of surgery in the next five years
- Severe, chronic or progressive neurological disorders, including but not exclusive to:
 - any dementia including Alzheimer's disease
 - poorly controlled epilepsy
 - complex seizure disorder
 - cerebrovascular disease
 - cerebral palsy
 - paraplegia, quadriplegia

- poliomyelitis
- Parkinson's disease
- motor neurone disease, Huntington's disease, muscular dystrophy
- prion disease
- relapsing and/or progressive multiple sclerosis
- Cardiac diseases, including but not exclusive to:
 - severe ischaemic heart disease
 - cardiomyopathy
 - valve disease with a high probability of surgical and/or other procedural intervention in the next five years
 - aortic aneurysm with a high probability of surgical and/or other procedural intervention in the next five years
- Chronic respiratory disease, including but not exclusive to:
 - severe and/or progressive restrictive (including interstitial) lung disease
 - severe and/or progressive obstructive lung disease
 - cystic fibrosis
- Significant or disabling hereditary disorders, including but not exclusive to:
 - hereditary anaemias and coagulation disorders
 - primary immuno-deficiencies
 - Gaucher's disease
- Severe autoimmune disease which may require treatment in New Zealand with immune-suppressant medications other than Prednisone, Methotrexate, Azathioprine or Salazopyrin
- Severe (71-90 decibels) hearing loss or profound bilateral sensori-neural hearing loss after best possible correction at country of origin, where significant support is required, including cochlear implants
- Severe vision impairment with visual acuity of 6/36 or beyond after best possible correction at country of origin, or a loss restricting the field of vision to 15-20 degrees where significant support is required
- Severe developmental disorders or severe cognitive impairments where significant support is required, including but not exclusive to:
 - physical disability
 - intellectual disability
 - autistic spectrum disorders
 - brain injury
- Major psychiatric illness and/or addiction including any psychiatric condition that has required hospitalisation and/or where significant support is required
- Those with a history, diagnostic findings or treatment for MDR-TB or XDR-TB, unless they have been cleared by a New Zealand Respiratory or Infectious Diseases specialist upon review of their file or review of the applicant according to the New Zealand Guidelines for Tuberculosis Treatment

Note: The list above at A4.10.1 is not an exhaustive list of conditions which may indicate that an applicant does not have an acceptable standard of health.

A4.10.2 Assessment of whether an applicant for a residence class visa is unlikely to impose significant costs on New Zealand's health services

- a. The requirement that an applicant for a residence class visa must be unlikely to impose significant costs on New Zealand's health services is not met if, in the opinion of an Immigration New Zealand medical assessor, there is a relatively high probability that the applicant's medical condition or group of conditions will require health services costing in excess of NZ\$81,000.

Note: Assessment will be in terms of current costs with no inflation adjustment.

- b. In the case of acute medical conditions, the medical assessor will provide an opinion on whether there is a relatively high probability that the condition or group of conditions will require health services costing in excess of NZ\$81,000 within a period of five years from the date the assessment against health requirements is made.

- c. In the case of chronic recurring medical conditions, the medical assessor will provide an opinion on whether, over the predicted course of the condition or group of conditions, there is a relatively high probability that the condition or group of conditions will require health services costing in excess of NZ\$81,000.
- d. The following factors have no bearing on whether an applicant is unlikely to impose significant costs on health services:
 - i. The ability of a person or organisation to pay for health services, pharmaceuticals, or residential care which may be required.
 - ii. The ability of an applicant to gain access to the private health system.
 - iii. The applicant's possession of health insurance.
 - iv. The capacity of family, friends, or a charitable organisation to provide care for an applicant.

A4.10.5 Assessment of whether an applicant for a residence class visa is unlikely to impose significant costs on New Zealand's special education services

- a. The requirement that an applicant for a residence class visa must be unlikely to impose significant costs on New Zealand's special education services is not met if the Ministry of Education (MoE) has determined that there is a relatively high probability that the applicant's physical, intellectual, or sensory condition or their use of language and social communication would entitle them to Ongoing Resourcing Scheme (ORS) funding.
- b. Where it has been determined that there is a relatively high probability that an applicant would be entitled to ORS funding, the following factors have no bearing on whether an applicant is unlikely to impose significant costs on New Zealand's special education services:
 - i. The ability of a person or organisation to pay for education services.
 - ii. The ability of a person to provide in-home education services.

A4.10.10 Assessment of whether an applicant for a residence class visa is unlikely to impose significant demands on New Zealand's health services

- a. The requirement that an applicant must be unlikely to impose significant demands on New Zealand's health services is not met if, in the opinion of an Immigration New Zealand medical assessor, there is a relatively high probability that the applicant's medical condition or group of conditions will require health services for which the current demand in New Zealand is not being met.
- b. Where it has been determined that there is a relatively high probability that an applicant may require health services for which the demand in New Zealand is not being met, the following factors have no bearing on whether the applicant is unlikely to impose significant demands on New Zealand's health services:
 - i. The ability of a person to gain access to the private health system.
 - ii. The capacity of family, friends, or a charitable organisation to provide care for an applicant.

Note: These instructions do not apply to people applying for a further residence class visa under [RV2](#) or [RV4](#).

A4.60 Medical waivers (applicants for residence class visas)

- a. Applicants for residence class visas in New Zealand who are assessed as not having an acceptable standard of health and whose applications meet all other requirements for approval under the relevant Government residence instructions may be considered for the grant of a medical waiver unless they:
 - i. require dialysis treatment, or an Immigration New Zealand medical assessor has indicated that they will require such treatment within a period of five years from the date of the medical assessment; or
 - ii. have severe haemophilia; or
 - iii. have a physical, intellectual, cognitive and/or sensory incapacity that requires full time care, including care in the community; or
 - iv. currently have tuberculosis (TB) (any form including pulmonary and non-pulmonary TB, Multidrug-Resistant (MDR)-TB and Extensively Drug-Resistant (XDR)-TB) and have not completed full treatment for TB as outlined in the New Zealand Guidelines for TB Treatment; or

- v. have had a history, diagnostic findings or treatment for MDR-TB or XDR-TB, unless they have been cleared by a New Zealand Respiratory or Infectious Diseases specialist upon review of their file or review of the applicant as outlined in the New Zealand Guidelines for TB.
- b. Medical waivers will also not be granted to people who:
- i. are applying for residence under one of the Family Categories; and
 - ii. were eligible to be included in an earlier application for a residence class visa (or a residence visa or residence permit issued or granted under the Immigration Act 1987) as the partner of a principal applicant or the dependent child of a principal applicant or their partner; and
 - iii. were not declared in that earlier application; or
 - iv. were not included in that earlier application; or
 - v. were withdrawn from that earlier application.
- c. Applicants (and dependants included in their application) who have been recognised as having refugee or protection status (except those invited to apply under the Community Organisation Refugee Sponsorship category (see [S4.25](#))) will be granted medical waivers, unless (a) above applies.
- d. An applicant who is the partner or dependent child of a New Zealand citizen or residence class visa holder, who would otherwise meet the criteria for residence under Partnership (see [F2.5\(a\)](#)) or Dependent Child (see [F5.1\(a\)](#)) instructions, will be granted a medical waiver unless (a) or (b) above apply.
- e. Applicants for residence class visas under the Christchurch Response (2019) Category ([S4.30](#)) who otherwise meet the criteria for residence under those instructions will be granted a medical waiver unless (a) above applies.
- f. Despite A4.60 (a) above, applicants for residence class visas under the Christchurch Response (2019) Category who otherwise meet the criteria for residence will be granted a medical waiver if they have a condition described in A4.60(a) above which was caused by injuries or trauma suffered in the attacks on the Masjid Al Noor or Linwood mosques in Christchurch on 15 March 2019.
- g. Applicants for residence class visas under the Afghan Emergency Resettlement Category ([S4.35](#)) who otherwise meet the criteria for residence will be granted a medical waiver unless (a)(iv) or (v) above applies.
- h. Applicants for residence class visas under the 2021 Resident Visa Category ([S6](#)) who otherwise meet the criteria for residence under those instructions will be granted a medical waiver unless (a) above applies.

Note: These instructions do not apply to people applying for a permanent resident visa who currently hold resident visas.

If helpful, consider including the relevant instructions. As applicants do not have IGMS accounts for their residence applications, responses will be mailed in or emailed to the Parent Residence inbox. If emailed, it is your responsibility to print the documents supplied in response and put them into the paper application folder.

Issue	Blurb	Instructions (if applicable)																																																																												
Acknowledgement email (no RFI/PPI needed, pending third-party check, medicals, PC, etc)	<p>Kia ora,</p> <p>My name is XXX XXX. I am the immigration officer assessing your residence application.</p> <p>I have completed an [initial/further] assessment on your application. Currently, your application is pending [a third party check/a medical assessment/your XXX police certificate/etc] before I can assess it further.</p> <p>I don't require any further documents or information from you at this stage.</p> <p>We don't have a firm timeframe as this is an external process, but I will be in touch when I have an update or if I need anything more from you.</p> <p>Feel free to look at our website, call our contact centre, or email me at ParentResidence@mbie.govt.nz if you have any questions or concerns.</p> <p>[email signature]</p>																																																																													
Non-certified copies provided in RFI response	<p>Appropriate copies of documents</p> <p>I note that you have provided several supporting documents in your response to our previous request for information sent to us by email on XXXXXX. Several of these documents include copies of marriage and birth certificates. In order for us to accept these documents as part of our assessment process we require any copies of legal documents (marriage certificates, birth certificates, passports) to be stamped or endorsed as being true copies of the originals by a person authorised by law to take statutory declarations in the applicant's country or in New Zealand. These include lawyers, notary public, Justice of the Peace, or court officials.</p>	<p>https://www.immigration.govt.nz/opsmanual/#35125.htm</p>																																																																												
No BC/relationship evidence between the PA and sponsor	<p>Evidence of family relationship between Principal applicant and Sponsor</p> <p>No evidence has been provided to demonstrate the family relationship between the principal applicant and the sponsor.</p> <p>Evidence of a parent's relationship to children is original or certified copies of:</p> <ul style="list-style-type: none"> • birth certificates showing the relationship of the children to their parent(s) • household registration documents, if these establish the relationship of the children to their parent(s), or • evidence of adoption which establishes the relationship of the children to their parents. <p>The Parent Category Guide (INZ 1207), available from the INZ website, provides more information about applying for New Zealand residence under the Parent Category, as well as our website https://www.immigration.govt.nz/new-zealand-visas/visas/visa/parent-resident-visa</p>																																																																													
Sponsor(s) have not provided the correct evidence for income and/or have provided more than two years of income - PAYE or self-employed.	<p>Evidence of sponsor income as per evidential requirements</p> <p>The provided evidence of sponsors' income does not appear to meet the evidential requirements. For us to count your sponsor's income it must be taxable and appear on their Inland Revenue summary of income or Final Tax Summary and this does not appear to have been submitted.</p> <p>We require total income summaries for two 12-month periods within the 3 years prior to your Expression of Interest being selected. The two 12-month periods may not overlap and if there are joint sponsors, the 12-month periods must be the same for both sponsors. Please declare which 2 out of the 3 years you would like to nominate to be assessed and provide evidence for those two 12 month periods only.</p> <p>Your EOI was selected on XX/XX/XXXX. Therefore, your sponsors may select two 12-month periods within the last 3 years prior that.</p> <p>Note, we only accept IRD issued documents. E.g., no screenshots, or self-calculated income.</p> <p>PAYE Earners</p> <p>Please follow the below instructions to find your income summary:</p> <ol style="list-style-type: none"> 1. Log into your IRD account. 2. Select "More" in the Income Tax Section. 3. Then select "Print Proof of Income" under "My Income" and select the appropriate dates. 4. Then select "Print Proof of Income". <p>If you have declared that you are self-employed please provide your Individual Income Tax Return (IR3) along with your Income Summary:</p> <p>Please see instructions on how to file your IR3 and you will be provided with either a submission confirmation, return acknowledgement or a notice of assessment.</p> <ol style="list-style-type: none"> 1. Log into your IRD account. 2. Select "More" in the Income Tax Section. 3. Then select "File or amend a return" Under "Payments, refunds and returns". 4. Select your date. 5. Complete your income tax assessment. 6. Provide us with the evidence that this has been completed. <p>Please find more information on sponsor income evidential requirements and how to obtain the appropriate IRD documentation here - https://www.immigration.govt.nz/new-zealand-visas/preparing-a-visa-application/support-family/supporting-visa-applications-for-family/calculating-sponsors-income-parent-resident-visa</p> <p>The Parent Category Guide (INZ 1207), available from the INZ website, provides more information about applying for New Zealand residence under the Parent Category, as well as our website https://www.immigration.govt.nz/new-zealand-visas/visas/visa/parent-resident-visa</p>	<p>F4.35.5 Minimum income requirement for sponsors</p> <p>a. The sponsor or joint sponsors must:</p> <ol style="list-style-type: none"> i. have total income that meets the minimum income threshold set out at F4.35.5.1; and ii. meet that income threshold for two 12-month periods within the 3 years prior to their EOI being selected (as set out at F4.35.5.1; and iii. demonstrate that income through the evidential requirements set out at (F4.35.5.10). <p>b. The calculation of the minimum income threshold will consider any parents currently sponsored by the sponsors, as set out at F4.35.5.15.</p> <p>c. The two 12-month periods may not overlap.</p> <p>d. If there are joint sponsors, the 12-month periods must be the same for both sponsors.</p> <p>e. The income of a sponsoring adult child's partner may only be considered if:</p> <ol style="list-style-type: none"> i. the partner is acting as a joint sponsor; and ii. the partner has been living with the sponsoring adult child for a period of at least 12 months in a partnership that is genuine and stable (see F2.10.1); and iii. they meet the requirements for the recognition of a partnership set out at F2.15. <p>F4.35.5.1 Minimum income thresholds</p> <p>a) The minimum income threshold for sponsors under the Parent Category is based on the following and is set out in the tables at (b) and (c) below:</p> <ol style="list-style-type: none"> i. 1.5 times the median income if sponsoring a single parent; and ii. an additional 0.5 times the median income for each additional parent sponsored; and iii. an additional 0.5 times the median income (combined) if two people are acting as sponsors. <p>Minimum income thresholds for one sponsor:</p> <table border="1"> <thead> <tr> <th rowspan="2">Effective date</th> <th rowspan="2">Median income</th> <th colspan="6">Number of Parents</th> </tr> <tr> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> <th>6</th> </tr> </thead> <tbody> <tr> <td>2022 onwards</td> <td>\$57,740.00</td> <td>\$155,480.00</td> <td>\$144,352</td> <td>\$178,232.40</td> <td>\$202,092.80</td> <td>\$230,963.20</td> <td>\$259,833.60</td> </tr> <tr> <td>2021</td> <td>\$56,100.00</td> <td>\$152,320</td> <td>\$140,400</td> <td>\$168,480</td> <td>\$196,560</td> <td>\$224,640</td> <td>\$252,720</td> </tr> <tr> <td>2020</td> <td>\$55,040.00</td> <td>\$150,080</td> <td>\$137,600</td> <td>\$166,120</td> <td>\$193,840</td> <td>\$221,360</td> <td>\$249,480</td> </tr> </tbody> </table> <p>b)</p> <p>Minimum income thresholds for two (joint) sponsors:</p> <table border="1"> <thead> <tr> <th rowspan="2">Effective date</th> <th rowspan="2">Median income</th> <th colspan="6">Number of Parents</th> </tr> <tr> <th>1</th> <th>2</th> <th>3</th> <th>4</th> <th>5</th> <th>6</th> </tr> </thead> <tbody> <tr> <td>2022 onwards</td> <td>\$57,740.00</td> <td>\$155,480.00</td> <td>\$144,352</td> <td>\$178,232.40</td> <td>\$202,092.80</td> <td>\$230,963.20</td> <td>\$259,833.60</td> </tr> <tr> <td>2021</td> <td>\$56,100.00</td> <td>\$152,320</td> <td>\$140,400</td> <td>\$168,480</td> <td>\$196,560</td> <td>\$224,640</td> <td>\$252,720</td> </tr> <tr> <td>2020</td> <td>\$55,040.00</td> <td>\$150,080</td> <td>\$137,600</td> <td>\$166,120</td> <td>\$193,840</td> <td>\$221,360</td> <td>\$249,480</td> </tr> </tbody> </table> <p>c)</p>	Effective date	Median income	Number of Parents						1	2	3	4	5	6	2022 onwards	\$57,740.00	\$155,480.00	\$144,352	\$178,232.40	\$202,092.80	\$230,963.20	\$259,833.60	2021	\$56,100.00	\$152,320	\$140,400	\$168,480	\$196,560	\$224,640	\$252,720	2020	\$55,040.00	\$150,080	\$137,600	\$166,120	\$193,840	\$221,360	\$249,480	Effective date	Median income	Number of Parents						1	2	3	4	5	6	2022 onwards	\$57,740.00	\$155,480.00	\$144,352	\$178,232.40	\$202,092.80	\$230,963.20	\$259,833.60	2021	\$56,100.00	\$152,320	\$140,400	\$168,480	\$196,560	\$224,640	\$252,720	2020	\$55,040.00	\$150,080	\$137,600	\$166,120	\$193,840	\$221,360	\$249,480
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		<p>F4.35.5.10 Evidential requirements for sponsor's income</p> <p>d) Only taxable income that is recorded on New Zealand's Inland Revenue tax statements (Summary of Income) of the sponsor(s) will be recognised when calculating a sponsor's income.</p> <p>e) For self-employed sponsors, only taxable income recorded on the New Zealand's Inland Revenue Final Tax Summary at the end of the three most recent financial years will be considered when calculating a sponsor's income.</p> <p>f) Income earned by another legal entity, such as a company or a trust, cannot be included unless it has been paid directly to the sponsor in the form of shareholder-employee salary or dividends, or is income derived from the trust. This income must appear on the Inland Revenue tax statements of the sponsor(s).</p> <p>g) All sponsors whose income is considered when meeting the minimum income threshold must meet the evidential requirements set out above.</p>
<p>Sponsor(s) have not provided the correct evidence for income and/or need to provide financial years.</p>	<p>Sponsorship income evidence:</p> <p>It appears that the evidence your sponsors have provided does not meet the evidential requirements for sponsorship income. We required the following income evidence, depending on the type of income you are declaring.</p> <p>Immigration instruction F4.35.5.10(a),(b):</p> <ul style="list-style-type: none"> Only taxable income that is recorded on New Zealand's Inland Revenue tax statements (Summary of Income) of the sponsor(s) will be recognised when calculating a sponsor's income. For self-employed sponsors, only taxable income recorded on the New Zealand's Inland Revenue Final Tax Summary at the end of the three most recent financial years will be considered when calculating a sponsor's income. <p>Your sponsor's income it must be taxable and appear on their Inland Revenue summary of income or Final Tax Summary and this does not appear to have been submitted. You can locate your Final Tax Summary by following the below step by step instructions.</p> <p>Please follow the below instructions to find your income summary:</p> <ol style="list-style-type: none"> Log into your IRD account. Select "More" in the Income Tax Section. Then select "Print Proof of Income" under "My Income" and select the appropriate dates. Then select "Print Proof of Income". <p>Please provide the Final Tax Summary of both your sponsors for two 12-month periods.</p> <p>EXTRA NOTE REQUEST FOR ALTERNATIVE DOCUMENTS (Self Employed earners):</p> <p>Alternatively, we note that you have provided evidence of being self-employed, if you have evidence of a <i>submission confirmation, return acknowledgment, or notice of assessment</i> for two financial years, for each sponsor, you are also able to provide these documents for assessment.</p>	<p>As above</p>
<p>Applicants have provided the 2017 forms, not the 2022 forms**</p> <p>**Please note, this is the advice as of 12 June 2023. Advice may change.</p>	<p>Up-to-date forms</p> <p>We note you have provided the 2017 versions of the Residence application form and Sponsorship form. Unfortunately, the forms we require are the 2022 forms that were linked in your Invitation to Apply.</p> <p>For reference, here are the links again:</p> <ul style="list-style-type: none"> Parent Category Residence Application form (INZ 1206) - https://www.immigration.govt.nz/documents/forms-and-guides/inz1206.pdf Sponsorship Form for Residence (INZ 1024) (immigration.govt.nz) - https://www.immigration.govt.nz/documents/forms-and-guides/inz1024 <p>As they are original Immigration New Zealand forms, we do require you to send the physical forms to us. To save time, you may choose to fill in only the questions in the 2022 form that are different from the 2017 form – if you do this, please initial each page and sign the forms appropriately.</p> <p>The pages you must fill out in the Parent Category Residence Application form (INZ 1206) are:</p> <ul style="list-style-type: none"> Page 1 Pages 9-14 <p>The pages you must fill out in the Sponsorship for Residence form (INZ 1024) are:</p> <ul style="list-style-type: none"> Page 2 Page 4 Pages 6-8 	
<p>The applicant(s) have documents with different names and no evidence to link them.</p>	<p>Evidence of name change</p> <p>Please provide evidence of your change of name (e.g. marriage certificate or other appropriate documentation), as we note that your name on [Document A] and [Document B, C, etc] are different.</p> <p>The Parent Category Guide (INZ 1207), available from the INZ website, provides more information about applying for New Zealand residence under the Parent Category, as well as our website https://www.immigration.govt.nz/new-zealand-visas/visas/visa/parent-resident-visa</p>	
<p>Applicant(s) have not indicated how they intend to meet English.</p>	<p>English language requirements</p> <p>It appears you have not provided evidence of meeting the English language requirements in your Parent Category Residence Application form (INZ 1206). You must declare how you meet or how you intend to meet the minimum standard of English requirements.</p> <p>Please provide evidence of how you meet or intend to meet the minimum standard of English requirements.</p> <p>Acceptable evidence that demonstrates that you speak English includes, but is not limited to:</p> <ul style="list-style-type: none"> The nature of the applicant's current or previous employment (if any) and whether that is or was likely to require skill in English language; The nature of the applicant's qualifications (if any) and whether the 	<p>F4.25.1 (b) overview:</p> <p>b) Applicants under the Parent Category meet the minimum standard of English if they provide:</p> <ol style="list-style-type: none"> acceptable English language test results, as set out at F4.25.45 (no more than two years old at the time the application is lodged); or other evidence that satisfies an immigration officer that, taking account of that evidence and all the circumstances of the application, they are a competent user of English. These circumstances may include but are not limited to: <ul style="list-style-type: none"> the country in which the applicant currently resides; the country(ies) in which the applicant has previously resided;

	<p>obtaining of those qualifications was likely to require skill in the English language; or</p> <ul style="list-style-type: none"> • Completion of all primary education and at least 3 years of secondary education (that is, the equivalent of New Zealand Forms 3 to 5 or years 9 to 11) at schools using English as the language of instruction; • Completion of at least 5 years of secondary education (that is, the equivalent of New Zealand Forms 3 to 7 or years 9 to 13) at schools using English as the language of instruction; • Completion of a course of at least 3 years duration leading to the award of a tertiary qualification at institutions using English as the language of instruction; <p>See our website for further details: https://www.immigration.govt.nz/new-zealand-visas/preparing-a-visa-application/english-language/acceptable-english-language-test-results/acceptable-english-language-test-results-parent-resident</p> <p>OR</p> <p>If you do not meet the minimum standard of English, you are required to pre-purchase English for speakers of other languages (ESOL) tuition. If you wish to pre-purchase ESOL tuition, please declare this intention in your response to this letter.</p> <p>The Parent Category Guide (INZ 1207), available from the INZ website, provides more information about applying for New Zealand residence under the Parent Category, as well as our website https://www.immigration.govt.nz/new-zealand-visas/visas/parent-resident-visa</p>	<ul style="list-style-type: none"> • the duration of residence in each country; • whether the applicant speaks any language other than English; • whether members of the applicant's family speak English; • whether members of the applicant's family speak any language other than English; • the nature of the applicant's current or previous employment (if any) and whether that is or was likely to require skill in English language; • the nature of the applicant's qualifications (if any) and whether the obtaining of those qualifications was likely to require skill in the English language; or <p>iii. evidence of one of the following:</p> <ul style="list-style-type: none"> • completion of all primary education and at least 3 years of secondary education (that is, the equivalent of New Zealand Forms 3 to 5 or years 9 to 11) at schools using English as the language of instruction; • completion of at least 5 years of secondary education (that is, the equivalent of New Zealand Forms 3 to 7 or years 9 to 13) at schools using English as the language of instruction; • completion of a course of at least 3 years duration leading to the award of a tertiary qualification at institutions using English as the language of instruction; • that the applicant holds General Certificate of Education (GCE) "A" Levels from Britain or Singapore with a minimum C pass (the passes must specifically include the subjects English Language or Literature, or Use of English); • that the applicant holds International Baccalaureate – full Diploma in English Medium; • that the applicant holds Cambridge Certificate of Proficiency in English – minimum C pass; • that the applicant holds Hong Kong Advanced Level Examinations (HKALE) including a minimum C pass in Use of English; • that the applicant holds STPM 920 (Malaysia) – A or B pass in English Literature; • that the applicant holds University of Cambridge in collaboration with University of Malaya, General Certificate of English (GCE) "A" levels with a minimum C pass. The passes must specifically include the subjects English or General Paper; • that the applicant holds South African Matriculation Certificate, including a minimum D pass in English (Higher Grade); • that the applicant holds South African Senior Certificate, including a minimum D pass in English (Higher Grade), endorsed with the words 'matriculation exempt'; • that the applicant holds a New Zealand Tertiary Entrance Qualification gained on completing the seventh form; or <p>iv. are citizens of Samoa and, after an interview, satisfy an immigration officer that they have sufficient English language ability.</p> <p>a. When applying (b) (iv) above, the interviewing immigration officer determines if applicants meet the minimum English language requirement by assessing whether they are able to:</p> <p>a. read English; and</p> <p>ii. understand and respond to questions in English; and</p> <p>iii. maintain an English language conversation about themselves, their family or their background.</p> <p>d.</p> <p>In any case, an immigration officer may require any or each applicant to provide an English language test result in terms of (b)(i) above. In such cases, the English language test result will be used to determine whether the applicant meets the minimum standard of English.</p>
<p>Joint applicants have not provided sufficient relationship evidence.</p> <p>OR</p> <p>Joint sponsors have not provided sufficient relationship evidence (please adjust pronouns etc. to reflect this).</p>	<p>Further relationship evidence required</p> <p>From the information provided with the application, we are currently not yet satisfied that you have demonstrated that you are and have been living in a genuine and stable relationship with your partner for 12 months or more.</p> <p>Evidence that can be submitted to show that you are living together may include, but is not limited to, original or certified copies of documents showing shared accommodation such as:</p> <ul style="list-style-type: none"> • Joint ownership of residential property • Joint tenancy agreement, rent book or rental receipts • Correspondence (including postmarked envelopes) addressed to both applicants <p>Evidence that your partnership is genuine and stable includes, but is not limited to, original or certified copies of documents and any other information such as:</p> <ul style="list-style-type: none"> • A marriage or civil union certificate for the parties • Evidence of communication between the parties • Documents indicating public recognition of the partnership e.g. letters of support. <p>Evidence of being financially interdependent includes, but is not limited to, original or certified copies of documents and any other information such as:</p> <ul style="list-style-type: none"> • Joint bank accounts operated reasonably frequently over a reasonable time • Joint assets • Joint liabilities, such as loans or credit to purchase real estate, cars, major home appliances • Joint utilities accounts (electricity, gas, water, telephone) • Mutually agreed financial arrangements <p>When submitting evidence of partnerships, it is helpful to provide as much as you can to support your application, including recent evidence and/or evidence that spans over a period of time.</p> <p>The Parent Category Guide (INZ 1207), available from the INZ website, provides more information about applying for New Zealand residence under the Parent Category, as well as our website https://www.immigration.govt.nz/new-zealand-visas/visas/parent-resident-visa</p>	<p>F2.30 Determining if the couple is living together in a partnership that is genuine and stable</p> <p>a. When determining if the couple is living together in a partnership that is genuine and stable the immigration officer will take into account those factors set out at F2.20(b) and must consider, and be satisfied, there is sufficient proof, (from documents, other corroborating evidence, or interviews) of all four of the following elements:</p> <ol style="list-style-type: none"> 'Credibility': the principal applicant and the partner both separately and together, must be credible in any statements made and evidence presented by them. 'Living together': the principal applicant and partner must be living together unless there are genuine and compelling reasons for any period(s) of separation (see F2.30.1). 'Genuine partnership': the principal applicant and partner must both be found to be genuine as to their: <ul style="list-style-type: none"> • reasons for marrying, entering a civil union or entering into a de facto relationship; and • intentions to maintain a long term partnership exclusive of others. 'Stable partnership': the principal applicant and partner must demonstrate that their partnership is likely to endure. <p>b. A residence class visa must not be granted unless the immigration officer is satisfied, having considered each of the four elements in (a) above (both independently and together) that the couple is living together in a partnership that is genuine and stable.</p> <p>Note: The onus of satisfying an immigration officer that the partnership is genuine and stable lies with the principal applicant and their partner (see F2.5(c)).</p> <p>F2.30.1 Assessment of periods of separation</p> <p>c. If a principal applicant and their partner have lived apart for periods during their partnership, the application should not automatically be declined. Instead, immigration officers should determine whether there are genuine and compelling reasons for any period(s) of separation.</p> <p>d. Determining whether there are genuine and compelling reasons will depend on the circumstances in each case, and may require consideration of:</p> <ul style="list-style-type: none"> o either partner's family, education or employment commitments; o the duration of the partnership and the length of time the couple has spent apart; o the extent to which the couple has made efforts to be together during the time apart. <p>Effective 29/11/2010</p> <p>F2.20.15 Evidence of living together in partnership that is genuine and stable</p> <p>e. Evidence that the principal applicant and partner are living together may include but is not limited to documents showing shared accommodation such as:</p> <ol style="list-style-type: none"> joint ownership of residential property joint tenancy agreement or rent book or rental receipts correspondence (including postmarked envelopes) addressed to both principal applicant and partner at the same address. <p>f. If a couple has been living separately for any period during their partnership, they should provide evidence of the length of the periods of separation, the reasons for them, and how their relationship was maintained during the periods of separation, such as letters, itemised telephone accounts or e-mail messages.</p> <p>g. Evidence about whether the partnership is genuine and stable may include but is not limited to documents and any other information such as:</p> <ol style="list-style-type: none"> a marriage certificate for the parties; a civil union certificate for the parties; birth certificates of any children of the parties; evidence of communication between the parties; photographs of the parties together; documents indicating public recognition of the partnership; evidence of the parties being committed to each other both emotionally and exclusively such as evidence of: <ul style="list-style-type: none"> • joint decision making and plans together • sharing of parental obligations • sharing of household activities • sharing of companionship/spare time • sharing of leisure and social activities

- presentation by the parties to outsiders as a couple.
- viii. evidence of being financially interdependent such as evidence of
 - shared income
 - joint bank accounts operated reasonably frequently over a reasonable time
 - joint assets
 - joint liabilities such as loans or credit to purchase real estate, cars, major home appliances
 - joint utilities accounts (electricity, gas, water, telephone)
 - mutually agreed financial arrangements.
- ix. The presence or absence of any of the documents, information or evidence listed above is not determinative. Each case will be decided on the basis of all the evidence provided. Evidence about these matters may also be obtained at interview and can be considered up until the date of final decision.

Effective 07/05/2018

<p>Indian applicants have not provided a birth certificate/have indicated it is not available.</p>	<p>Alternative evidence of birth</p> <p>You can find the list of documents required if your birth certificate is not available here on our website: https://www.immigration.govt.nz/knowledgebase/kb-question/kb-question-8485</p> <p>You have already provided:</p> <ul style="list-style-type: none"> • e.g. passport <p>Therefore, the documents we still require are:</p> <p>[delete those they have already provided]</p> <ul style="list-style-type: none"> • your passport; and • a 'no record of birth registration' letter from the relevant municipal or village authorities; and • an identity document such as your Permanent Account Number card or motorised vehicle driving licence; and • your school leaving certificate or 10th or 12th class passing certificate, issued by a recognised education board, which states your full name, date of birth and your father's name (if available); and • an affidavit sworn before a Magistrate or Notary stating your date and place of birth and both parents' names. <p>The Parent Category Guide (INZ 1207), available from the INZ website, provides more information about applying for New Zealand residence under the Parent Category, as well as our website https://www.immigration.govt.nz/new-zealand-visas/visas/visa/parent-resident-visa</p>	
<p>If we require original documents mailed.</p>	<p>It appears that you have provided out-dated versions of the INZ xxxxxxxx please provide a complete updated version of xxxxxxxx form.</p> <ul style="list-style-type: none"> • Updated INZ 1206 form - INZ1206 Parent Category Residence Application (immigration.govt.nz) • Updated INZ 1024 form - Sponsorship Form for Residence (INZ 1024) (immigration.govt.nz) • Fully Completed National Security Check INZ 1209 form - National Security Check Form (INZ 1209) (immigration.govt.nz) • You must declare how you meet or intend to meet the minimum standard of English requirements. This declaration can be made with your updated INZ 1206. Please ensure you declare <i>how you meet or intend to meet the minimum standard of English requirements</i>. <p>Please send the Original Documents to one of the following.</p> <p>Postal address: Immigration New Zealand PO Box 76895 Manukau City Auckland 2241 New Zealand</p> <p>Courier address: Immigration New Zealand DX Box: EP71514 20 Fairfax Avenue Penrose Auckland 1061 New Zealand</p> <p>Apologies for any inconvenience. All supporting documents must be original or certified copies of originals. Any documents not in English must be translated into English by a recognised, independent translation service.</p>	
<p>FORMAT section of RFI</p>	<p>Send the requested information by xxxxxxxx</p> <p>We recommend that you email the requested information to parentresidence@mbie.govt.nz.</p> <p>Please include your application number in your email. (Note: Application number top left, first page).</p> <p>Any documents not in English must be translated into English by a recognised, independent translation service.</p> <p>If you do not send the information, our decision on your application will be delayed. We may return your application to you without proceeding further, or we may assess your application based solely on the information you have already given us.</p> <p>Contact us:</p>	
<p>Blurb for push back on RFI's</p>	<p>Thank you for your query, I understand and sympathise with your frustrations.</p> <p>New Zealand has seen a large amount of change since 2016, hence the requirements of the Parent Residence category has evolved to reflect that. Please see link to the website for full detail - Information about Parent Resident Visa Immigration New Zealand.</p> <p>At this stage I am the only case officer who has been assigned to assess your application, please be aware this may change for any reason. Also note all prior correspondence was with the Support Team in order to assist your application to meet minimum lodgement requirements as compulsory documents were not yet included. Immigration NZ accepted and Lodged your</p>	

application with the assistance of the Support Team. Now your application has been assigned to a Immigration Officer (myself) who is assessing your application against Parent Residence Criteria.

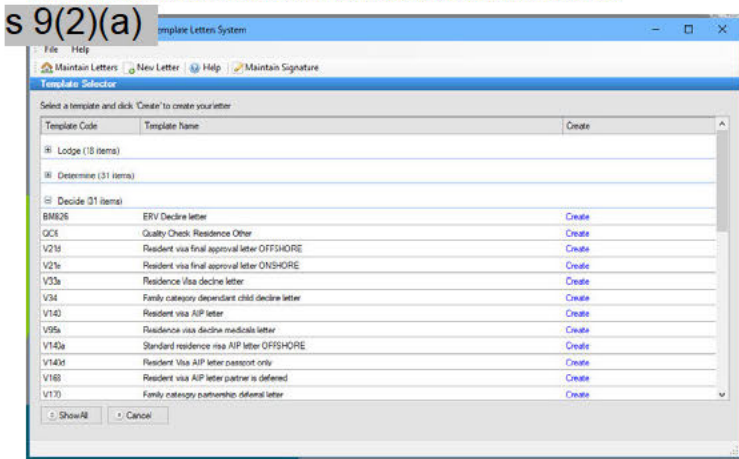
RELEASED UNDER THE
OFFICIAL INFORMATION ACT

Label-less Replace TLS template & Email template

Wednesday, 13 September 2023 10:41 am

Label-less Replace Parent Residence TLS template

When you are issuing the visa you will see the following template letters to choose from. Depending on the situation if the applicant is still offshore used v21d if the applicant is now onshore use v21e.



When you load the letter copy the below and paste it over what the TLS says.

You are pasting from: **Our decision on your application to The signature.** The rest of the TLS letter, including the new visa labels will auto populate. (Reach out if your new visa labels have not pre-populated).

Our decision on your application

Congratulations, I am pleased to tell you that we have approved your application for a New Zealand Parent Resident Visa.

Your resident visa and travel conditions

We have granted you a resident visa with travel conditions. Your visa allows you to live, work, and study in New Zealand. It will not expire while you remain inside New Zealand.

Your eVisa with your visa details is attached to the back of this letter. Please check the details and make sure they are correct and contact us if they are not.

Remove your eVisa from this letter and carry it with you when travelling.

IF APPLICANT IS CURRENTLY OFFSHORE USE THE FOLLOWING SECTION (Delete this comment)

There are two types of travel conditions on your resident visa. The "first entry before" travel condition means that you must travel to New Zealand before XX/XX/2024 to keep your resident visa valid. If you do not enter New Zealand before this date, your resident visa will no longer be valid.

When you travel to New Zealand under your resident visa, you must be granted entry permission at the border. Before you first travel to New Zealand, you must tell us about any changes to your circumstances that may affect a decision to grant you entry permission under your resident visa, including:

- changes to your business or employment
- changes to your circumstances that could affect our assessment of the health or character of any person included in this application
- changes to your family circumstances.

If you do not tell us about such changes, or you no longer meet residence instructions, we may refuse you entry permission. If you are refused entry permission, your resident visa will no longer be valid.

Once you arrive in New Zealand, the "expiry date travel" condition will allow you to travel outside New Zealand and be granted re-entry as a resident when you return.

This condition will be valid for 10 years after you first arrive in New Zealand as a resident.

KEEP THE BELOW SECTION IF APPLICANT IS ONSHORE/OFFSHORE (Delete this comment)

The "expiry date travel" condition will allow you to travel outside New Zealand and be granted re-entry as a resident when you return.

New Zealand's COVID-19 requirements

If you plan to travel to or from New Zealand, please check the current COVID-19 requirements. These requirements can change so we recommend referring to these often when planning travel: [Covid-19 Travel](#) | [COVID19.govt.nz](#)

Section 49(1) conditions

Your resident visa is subject to conditions imposed under section 49(1) of the Immigration Act 2009. It is a condition of your resident visa that your sponsor will meet the following sponsorship obligations for 10 years from the date your residence is granted:

- providing suitable accommodation if you are not able to find that yourself
- ensuring your maintenance (looking after the costs of essential provisions for your health and welfare while you are in New Zealand)
- payment of costs associated with deportation and repatriation if this occurs.

*Accessing welfare payments from Work and Income during your 10-year sponsorship period would be considered a breach of your section 49(1) conditions and may make you liable for deportation.

If your sponsor does not meet these obligations, you will be considered to have breached your visa conditions and will be made liable for deportation as a result. Any debt incurred by the New Zealand Government or a third party as a result of your sponsor not meeting their obligations is recoverable from your sponsor.

Please note your visa is also subject to the condition that you comply with:

- any order made under section 11 of the COVID-19 Public Health Response Act 2020; and
- any order made under section 70 of the Health Act 1956 and listed in schedule 2 of the COVID-19 Public Health Response Act 2020; and
- any instruction from a Medical Officer of Health which relates to a notifiable disease or a disease requiring quarantine.

If you do not comply with these conditions, you may become liable for deportation.

Applying for a permanent resident visa

After you have held your resident visa for 10 years and you have met the section 49(1) conditions imposed on your resident visa, you will be eligible to apply for a permanent resident visa.

Label-less Replace Parent Residence Email template

We are sending all label-less replace visas via email using the below email template.

Amend the highlighted section as needed.

Subject header: Immigration New Zealand - Parent Residence Visa - AN: [xxxxxxx] - New Visa Label

Email body:
Kia ora [Name],

Please be advised that Immigration New Zealand has reviewed the Parent Residence Visa you were issued on [Date].

It has come to our attention that your visa was issued with incorrect travel conditions.

This email is to inform you that we have issued a new visa label with the correct travel conditions. Please note the new visa label number.

Please find your amended visa label enclosed in this email. The attached visa label replaces the one previously issued to you.

The change we have made ensures that the 10 year 'expiry date travel', which is the travel condition that allows you to travel outside New Zealand and be granted re-entry into New Zealand as a resident when you return, will commence once you arrive in New Zealand.

We apologise for any inconvenience or confusion that may have been caused.

No further action is required.

Parent Residence Team,

[Signature]

Permanent resident visas are not subject to travel conditions and do not expire.

If you are granted a permanent resident visa, you will be able to travel outside New Zealand and be allowed re-entry into New Zealand as a resident at any time.

Please see *INZ's Guide for Resident Visa Holders* on our website (www.immigration.govt.nz/residentvisaholderguide) for more information.

Settlement Services

Immigration New Zealand provides free information to new migrants about living in New Zealand and settling in their local area.

Here are some ways you can access this information:

- Visit [Tips for settling in | Immigration New Zealand](#)
- Phone 0508 558 855 or +64 9 914 4100 (if outside NZ) to ask your questions (ask for Language Line to speak to someone in your language)
- Email questions to newmigrantinfo@mbie.govt.nz
- See [Citizens Advice Bureau - Find a CAB](#) for Citizens Advice Bureau locations.
- Find out about workshops and events for new migrants in your area at [Live and Work New Zealand Events and Information Sessions](#)

Inland Revenue

While you are in New Zealand, if you are undertaking employment or opening a bank account, etc. you must register with New Zealand's tax service, Inland Revenue, by applying for an IRD number.

To find out why you need an IRD number and how to apply for one, go to <http://www.ird.govt.nz/irdnum-individuals>.

Contact us

If you have any questions, you can:

- email me at parentresidence@mbie.govt.nz
- find answers to frequently asked questions or email us your enquiry at www.immigration.govt.nz/search, or
- call our Immigration Contact Centre on 0508 55 88 55 or 09 914 4100, or for those outside of New Zealand +64 9 914 4100.

You will need to tell us your application and client numbers (you will find these at the top of this letter). Please have them with you and be ready to quote them if you contact us.

Yours sincerely

[NAME]

Immigration Officer

Immigration New Zealand

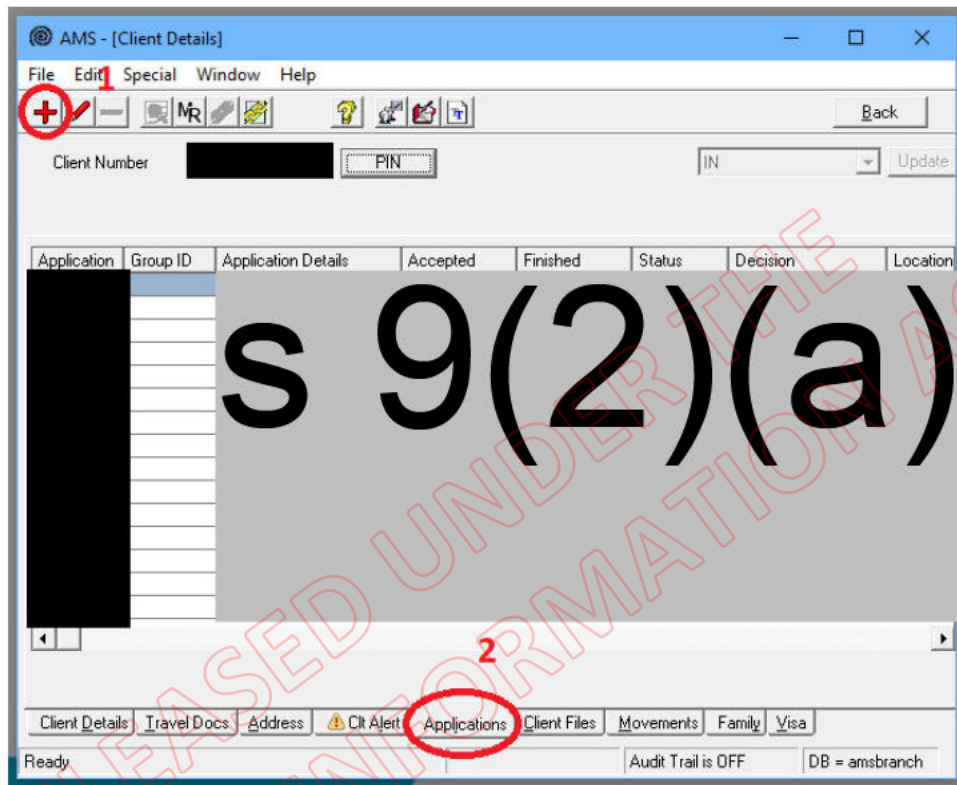
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Label-less Replace Parent Residence

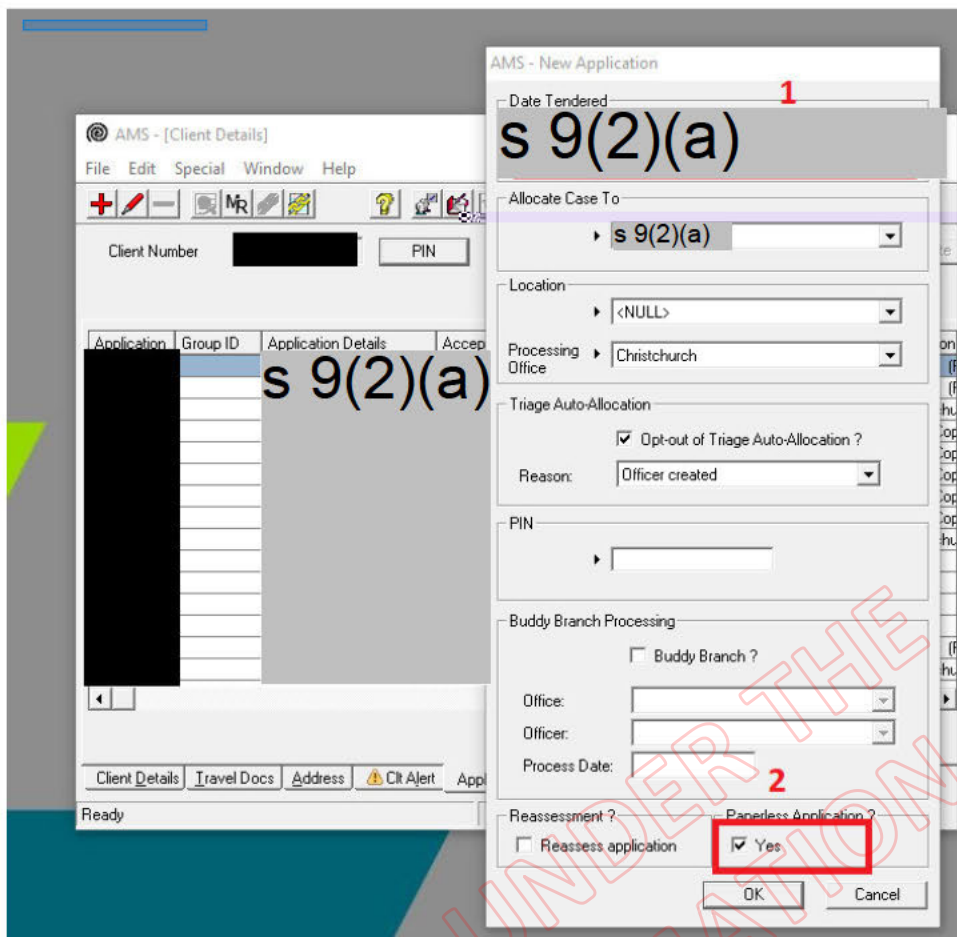
Tuesday, 12 September 2023 1:22 pm

Label-less Replace Parent Residence Visas

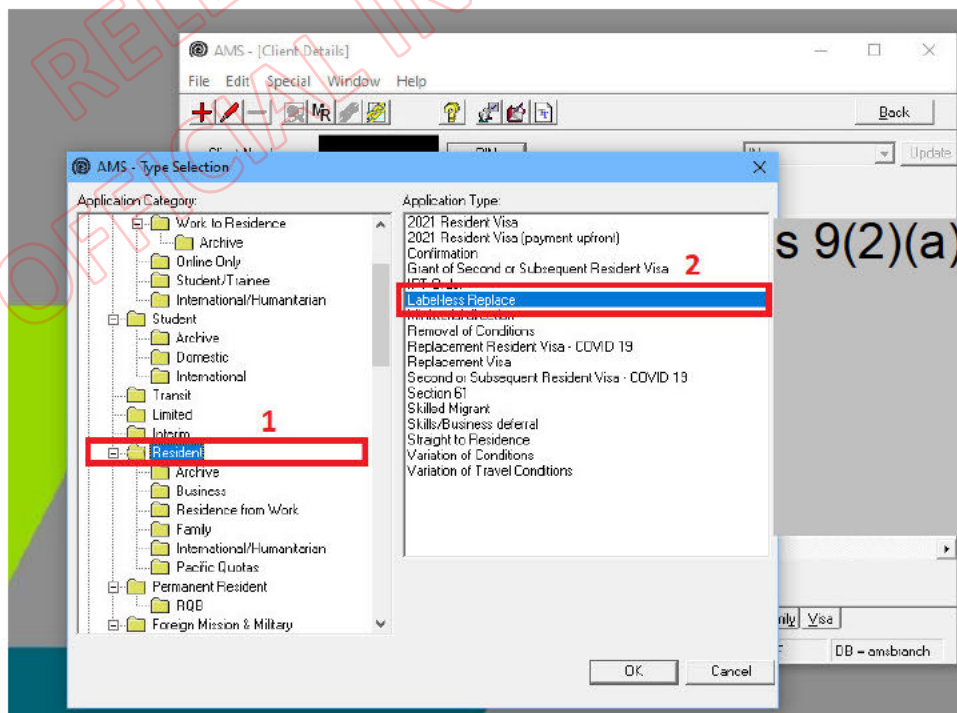
1. Go to the applicant's profile in AMS and then go to the **Application** tab. At the top right of the applicants page tick the **plus** box to create a new application.



2. At the top of the new AMS pop-up make sure that the **Date Application Tendered** is the same as the original application's date it was accepted. The label-less replace is a Paperless Application, tick the **yes** box at the bottom under **Paperless Application**.

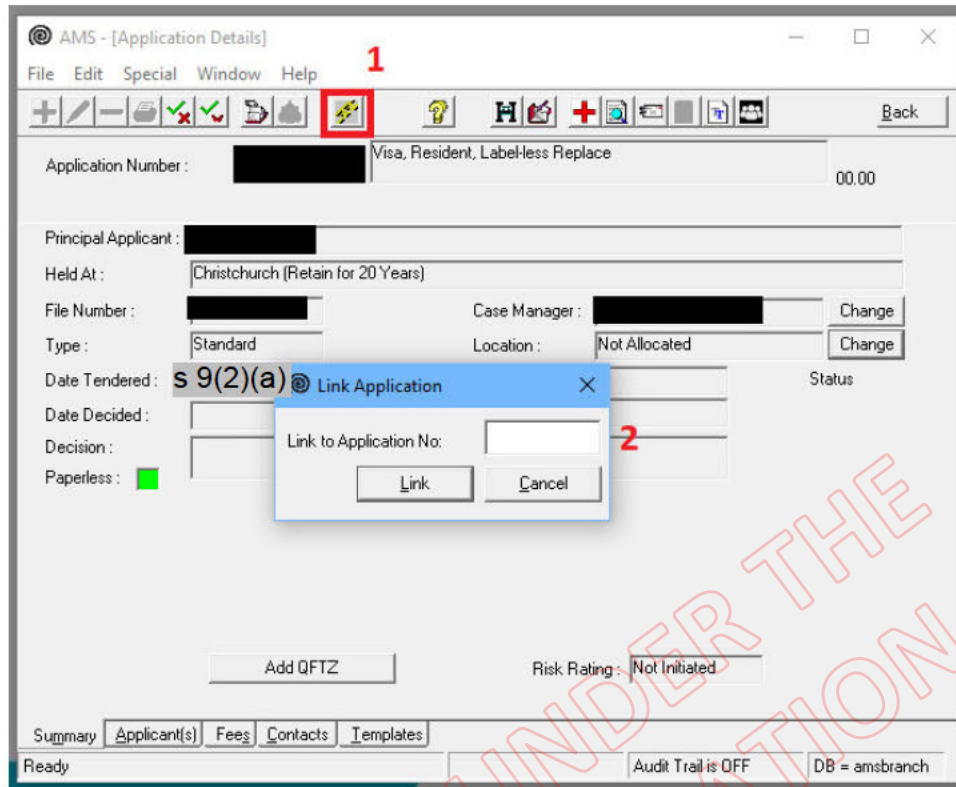


- At the next screen click on the relevant application category and then click **label-less Replace** and press **ok**. The correct 'Application Category' is the **Resident** folder. The correct 'Application Type' is **Label-less Replace**.

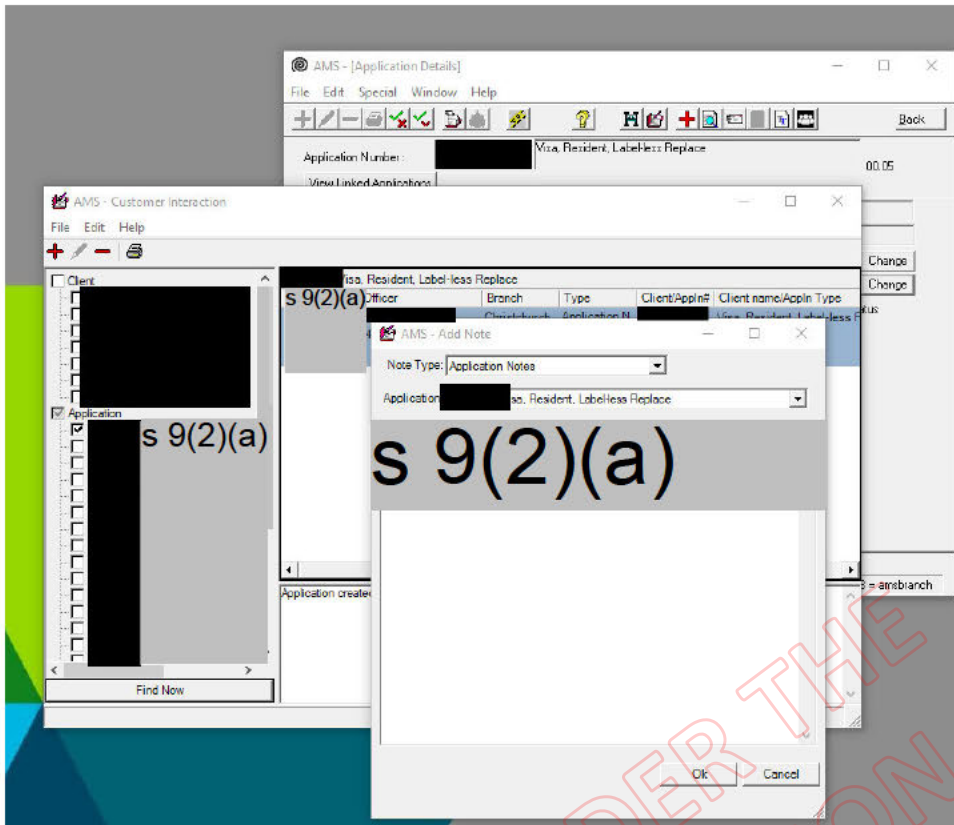


- Now the new application is created, you need to link the original application to this newly created application. To do this **click at the top button that has two broken**

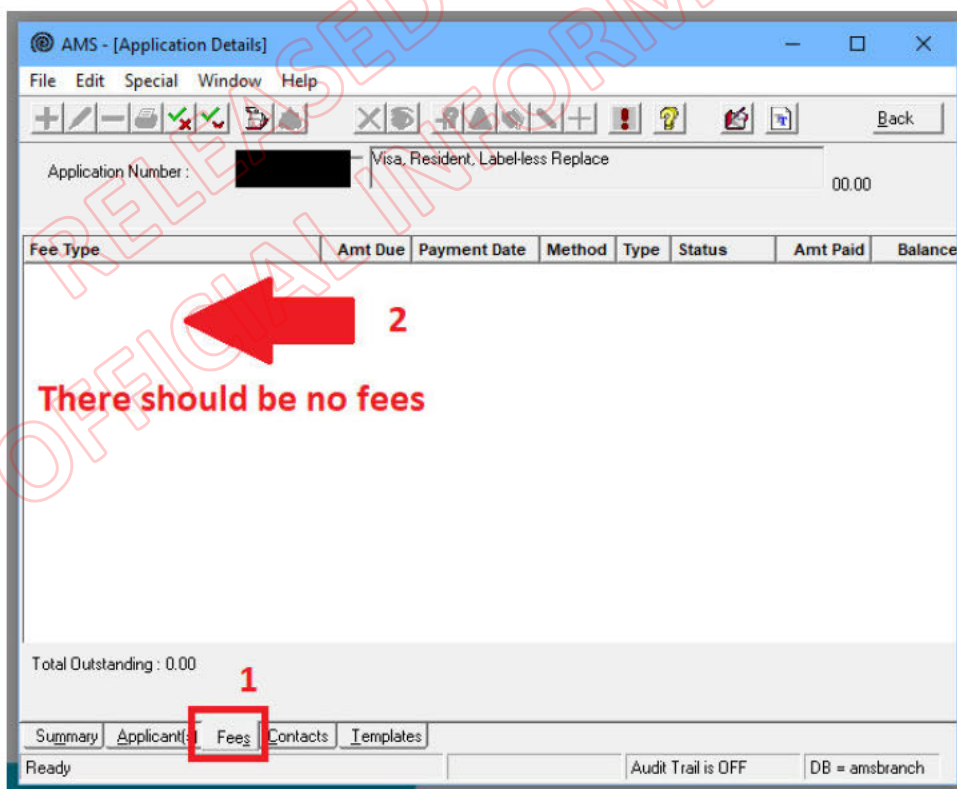
yellow lines. When you hover your mouse over this button it should say **Link Application**. Then enter the original application number into the **Link to Application No:** box that has popped up and press **Link**.



5. Click on **Application Notes** in the new application and add a note explaining why a Label-less Replace application was created and press **ok**.
 - a. **NOTE:** If you are creating a label-less replace as part of the batch of Label-less Replace Visas that are being issued between 11 September 2023 and 15 September 2023 the **AMS note you enter into the Label-less Replace Visa is:**
 - b. **INCORRECT TRAVEL CONDITIONS ISSUED ON THE INITIAL PARENT RESIDENCE VISA LABEL - AN: XXXXXX. REPLACEMENT VISA LABEL REQUIRED.**
 - c. **NOTE:** If there is a secondary applicant be sure to add them to the Label-less Replace Visa.



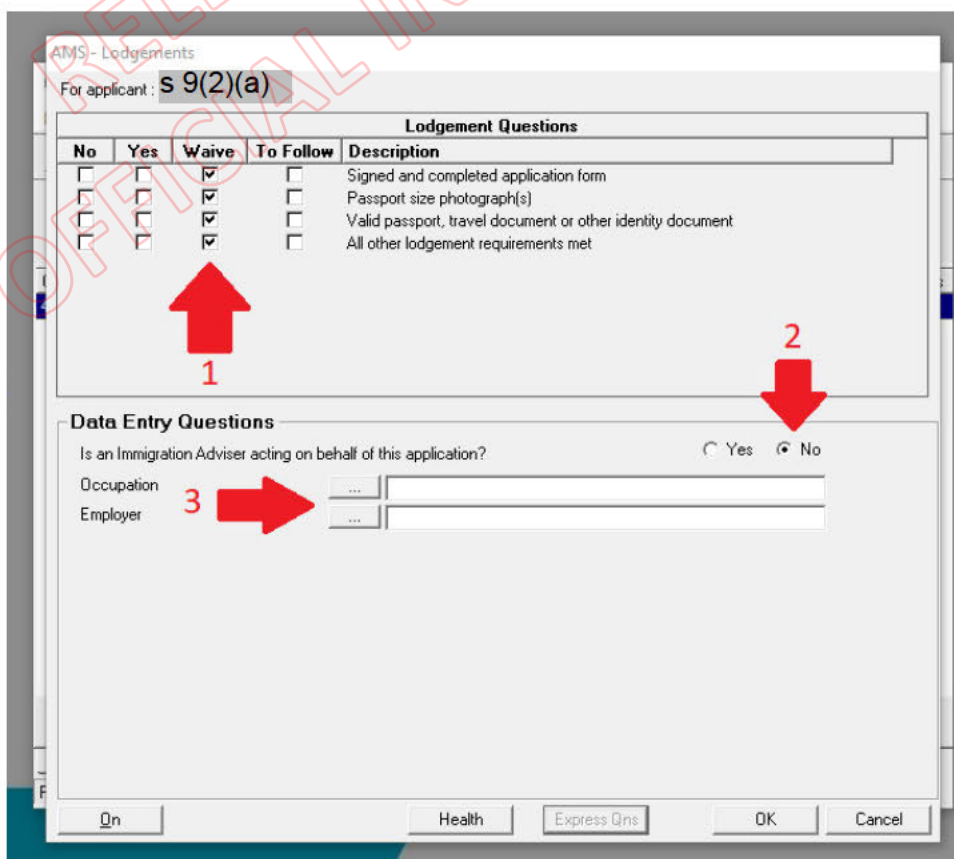
6. In the new application click on the **Fees** tab to see whether the applicant has been charged any fees. If not then everything is fine and proceed with the application.



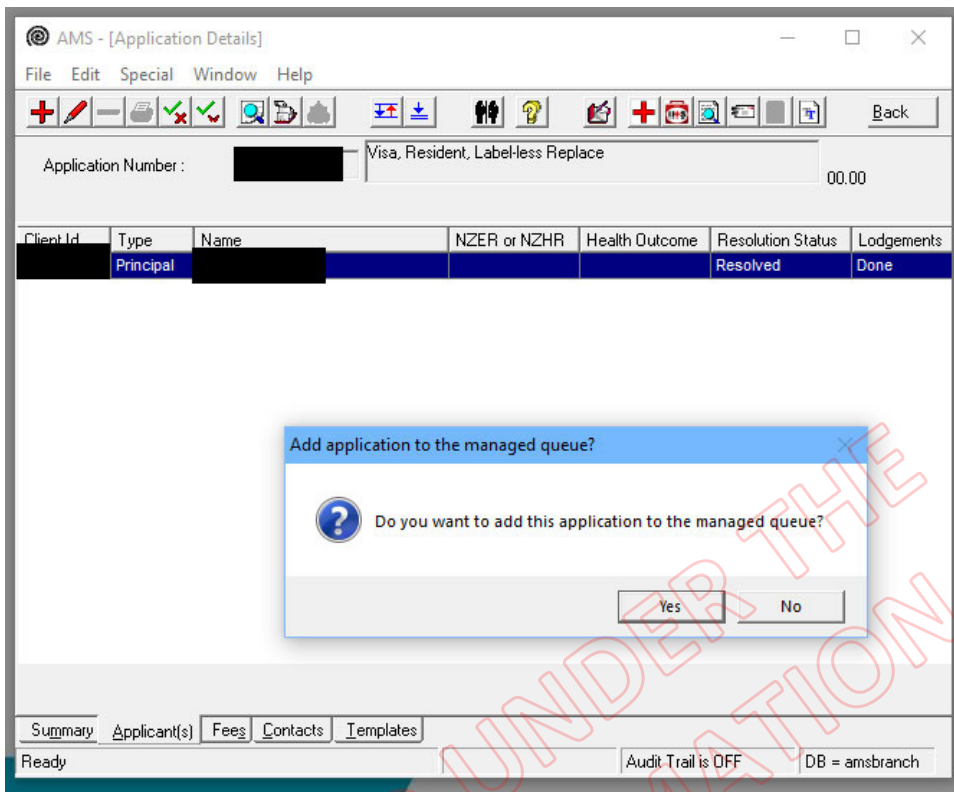
7. Now click on the **Application(s)** tab for the new application and click on the button at the top with the **2 blue lines and blue arrow**. When you hover your mouse over this button it should read **Process Lodgements**.
 - a. If there are two applicants lodge both applicant individually at this stage.



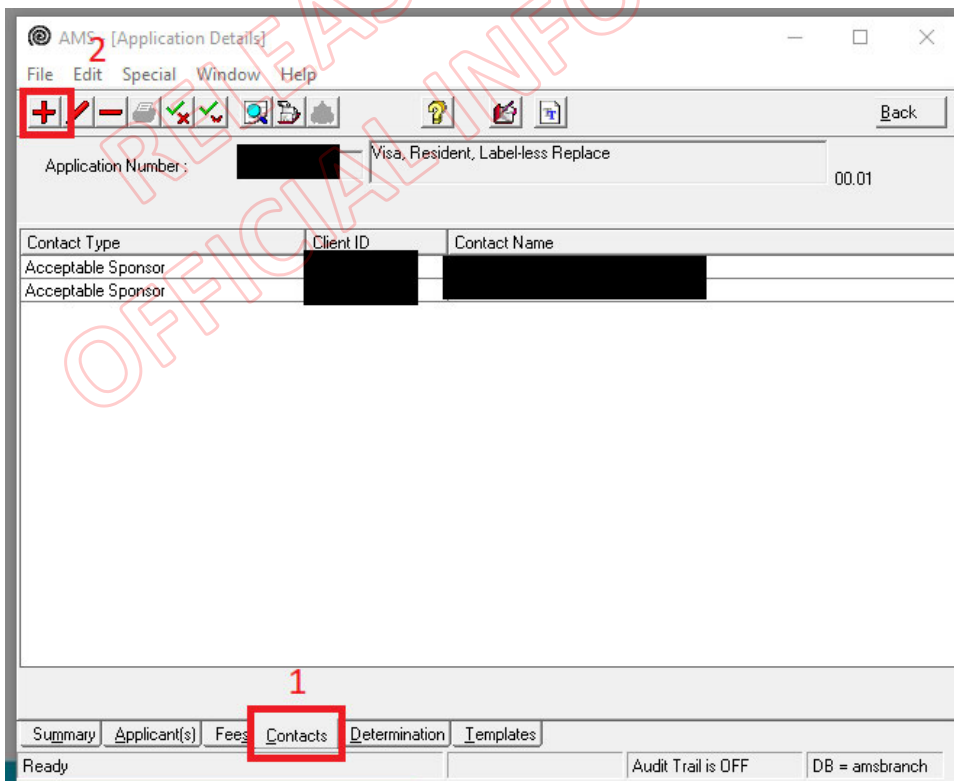
8. Check **waive** for all lodgement questions at the top half of the **AMS - Lodgements** popup box.
 - a. Then tick **yes** or **no** as to whether an immigration advisor is acting on behalf of this application
 - b. If Yes, then **click the two boxes with three dots** on the right of **Occupation** and **Employer** to search for and enter the occupation and employer.
 - c. Click **ok** when finished.
 - d. If there are **two applicants** you must complete **lodgement** for **both**.



9. Select **NO**



10. Add sponsor(s) to the contact tab.



11. Now in the new application click on the **Determination** tab and then at the top tick the

Yes box to the description **Circumstances justify approval**.

AMS - [Application Details]

File Edit Special Window Help

Application Number : [REDACTED] Visa, Resident, Label-less Replace 00.00

No	Yes	Waive	In Progress	Description	Details
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Circumstances justify approval	

1

Apply OK Cancel

2

Summary Applicant(s) Fees Contacts **Determination** Templates

Ready Audit Trail is OFF DB = amsbranch

12. You can now decide the application by clicking the **Decide** button at the top. This button has a red cross and green tick. If you hover your mouse over that button it should read **Decide**.

AMS - [Application Details]

File Edit Special Window Help

Application Number : s 9(2)(a) Visa, Resident, Label-less Replace 00.00

No	Yes	Waive	In Progress	Description	Details
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Circumstances justify approval	

Apply OK Cancel

Summary Applicant(s) Fees Contacts Determination Templates

Ready Audit Trail is OFF DB = amsbranch

Continue following these instructions if you creating a Label-less Replace as part of the batch being issued on 11 September 2023 to 15 September 2023.

13. When you decide the application ensure that you correctly issue the label.
- o **If the client is still offshore:**

Start date: The day they were issued the original label
First entry before: 12 months, from the day they were issued the original label. Use format (DD/MM/YYYY).
Expiry date travel: **120**
Expiry date stay: tick box that says 'indefinite'

o **If the client is now onshore:**

Start date: **The day the applicant arrived on shore (check movements tab).**
First entry before: N/A
Expiry date travel: **10 years from the day the applicant arrived onshore. Use format (DD/MM/YYYY).**
Expiry date stay: tick box that says 'indefinite'

1. Once you have created the label **DO NOT SELECT THE BLACK TICK** - send the application to Linda Gilmore via email to the **§ 9(2)(g)(ii)** . Inbox for a 2PC. (You may send up to 3 applications per single email).
 - a. **Subject header:** Label-less Replace 2PC - AN XXXXXX
 - b. If there are two applicants you will only be able to create the label for the principal applicant at this stage. You will issue the principal applicant label **after 2PC**. Send the application to be 2PC'd once you have created the label.
15. When you have received your 2PC back from Linda Gilmore you may issue the label, and move to OneNote section - Label-less Replace TLS template and Email template.
16. We are sending all *new* visas via outlook as PDF attachments, and we are using the email template that was issued 12 September 2023.

If at any point in this process you get stuck please reach out to § 9(2)(a)

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Out of Scope

Issuing a visa - Full Approval - Offshore travel conditions

Before approving, ensure you have appropriately followed QC process including determination, English requirements, recording the decision, etc.

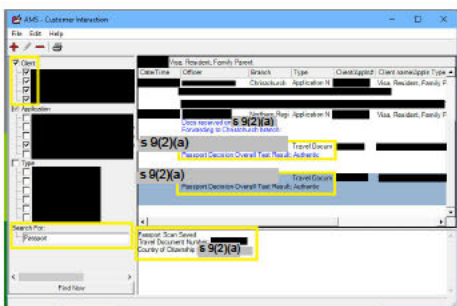
1. Once your QC comes back, you can finalize the decision using the following travel conditions for **offshore** applicants:
 - Start date: today's date
 - First entry before: 12 months, from the day you are issuing the visa. Use format (DD/MM/YYYY).
 - Expiry date travel: 120 (this is in months)
 - Expiry date stay: tick box that says 'indefinite'
2. Tick conditions: s49 condition, and sponsorship conditions, enter full names of sponsor(s).
3. There is a template letter in TLS under "Decide" specific for Parent Category Visas. **Issue: V140c**
4. Make sure all applicants (up to six on the same TLS letter) have a visa and their details are correct.
5. Make sure the information on the letter at the is relevant.

Issuing a visa - Full Approval - Onshore travel conditions

Before approving, ensure you have appropriately followed QC process including determination, English requirements, recording the decision, etc.

1. Once your QC comes back, you can finalize the decision using the following travel conditions for **onshore** applicants:
 - Start date: today's date
 - First entry before: N/A
 - Expiry date travel: 10 years (write out date 10 years from the day you are issuing the visa). Use format (DD/MM/YYYY).
 - Expiry date stay: tick box that says 'indefinite'
2. Tick conditions: s49 condition, and sponsorship conditions, enter full names of sponsor(s).
3. There is a template letter in TLS under "Decide" specific for Parent Category Visas. **Issue: V140c**
4. Make sure all applicants (up to six on the same TLS letter) have a visa and their details are correct.
5. Make sure the letter at the top is relevant. If the applicant is onshore, delete things that only apply to offshore applicants.

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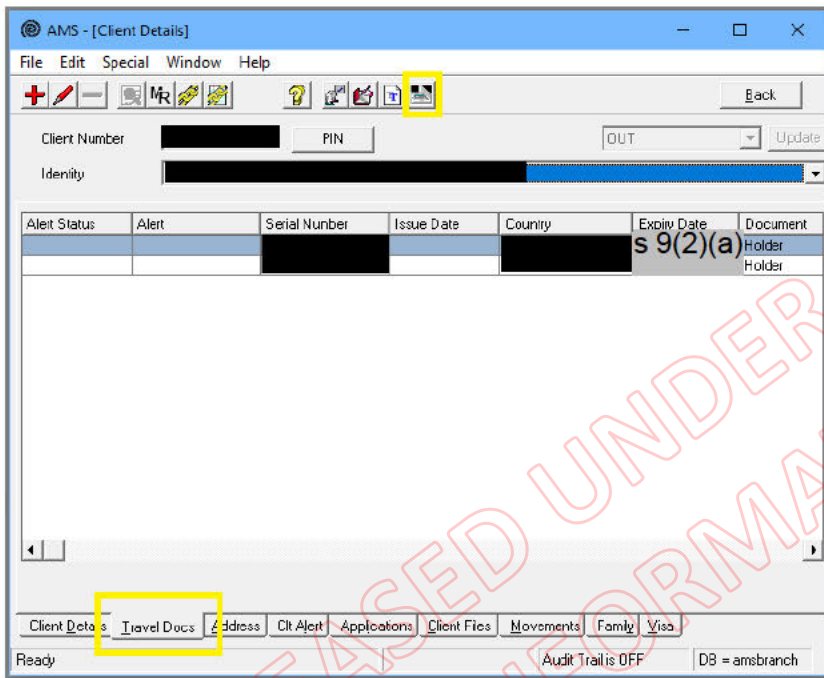
Proceed with issuing visa once you are satisfied the applicants passport has been authenticated.

PPT authentication check

Monday, 11 September 2023 1:20 pm

Passport scans/authentication on file

Please note we cannot **approve** a residence visa on a passport that has never been authenticated by us before. This could be if the PA/SA recently obtained a new passport and hasn't used it yet to come here. Follow the below step by step to find whether the applicants passport has previously been scanned by us.

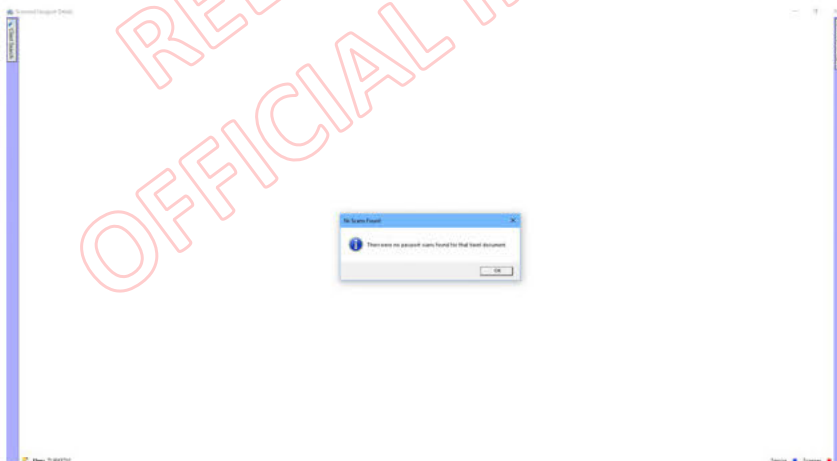


Step One:

- Open clients AMS client profile *Travel Docs* tab.

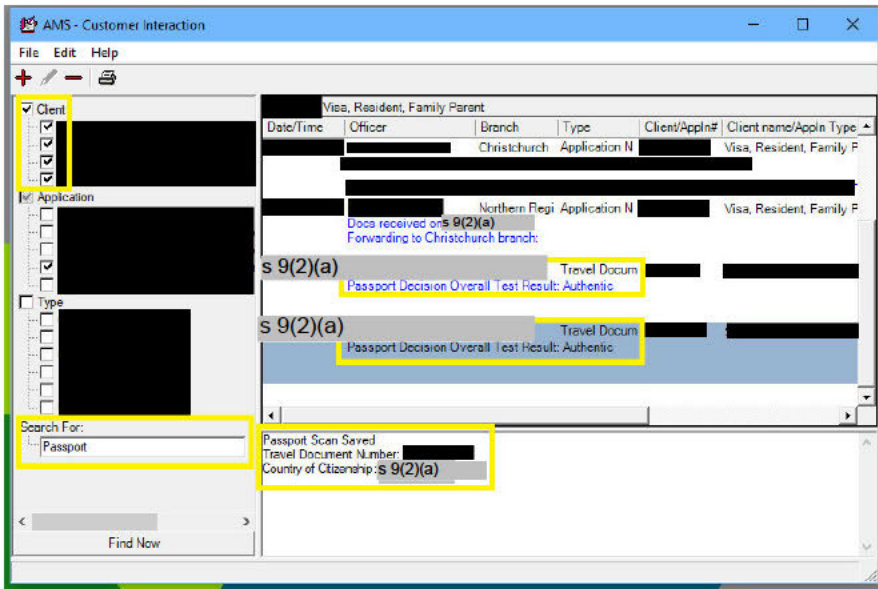
Step Two:

- Open *Scan History*



Step Three:

- If you get an error message, the clients passport has not been authenticated and you will need to request that the client has their passport authenticated.
- Note, clients **do not** need to send their passports to New Zealand to have them authenticated.
 - Information on this is here on our website: [Sending your passport | Immigration New Zealand](#)
 - And applicants can find their nearest VAC here: [Offices outside New Zealand | Immigration New Zealand](#)



Step Four:

- If you did not get the error message from step three, you will be directed to a website (indicating the passport has been scanned/authenticated).

Alternative method to verify if clients passport has been authenticated by us.

Step Five:

- Navigate to AMS client notes search.
- While in AMS client notes search for 'Passport'
- Find a note that confirms the *applicant's current* passport has been authenticated.

Proceed with issuing visa once you are satisfied the applicants passport has been authenticated.

ESOL Check

Monday, 11 September 2023 1:20 pm

When applicant is requesting ESOL to be completed:

Phone number for paying ESOL fees: s 9(2)(a)

For fee-line you can use the following template

Credit card or Debit card: Please note INZ does not accept credit or debit card details via email and we only accept payment via Visa or MasterCard. If you would like to use this option the cardholder can call 0064 09 928 2848 between the hours of 11.00am and 2 00pm (New Zealand time) from Monday to Friday. Please note this number is solely for the purpose

- of receipting a fee. Any other enquiry must be directed to our contact centre or to the relevant immigration officer assessing your application.
- The cardholder should provide the following information during the call:
 - Application number & client number
 - The fee amount to be debited
 - Credit card details (number and expiry date)
 - If you are unable to get through please leave a message with your name, request number and contact number and we will return your call.

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AIP

Monday, 19 June 2023 2:25 pm

Sending an AIP letter - applicants are required to pre-purchase ESOL tuition

Before sending an AIP, ensure you have appropriately followed QC process including determination, English requirements, recording the decision, etc.

Once your application has passed QC - send templates v140b and v137

Pre-requisites

- The application has been assessed for approval in principle (AIP).
- The application has completed a quality control check.

Steps

1. Open AMS

Go to the Application Details screen.

2. Open AIP letter template

In the AMS Application Details screen, click the Template icon to open the Template Letter System (TLS).



3. Create AIP letter

a. Select relevant template via **AMS TLS - Decide - (v140b)**

1. Write the AIP letter following the template prompts.

- Include a due date in line with timeframe guidelines. **Applicants have 6 months to meet their AIP conditions.**

Notes:

1. Review AMS notes and include any conditions relating to the AIP.

2. AIP subject to passport is not required if;

- the passport has previously been successfully scanned during lodgement of a previous application; and
- has not been replaced; and
- an image of the applicant is held in AMS; and
- there are no other outstanding AIP requirements.

4. Was the AIP subject to the Secondary Applicant(s) providing English language evidence or pre-purchasing English language training?

If...	Then...
Yes	<p>You also need to send the applicant a contract to undergo English language training.</p> <p>a. Select relevant template via AMS TLS - Determine - (V137) – Contract with Migrants to undergo English language training)</p> <p>b. Fill in the relevant schedules of the contract with the applicants' details (including the PA and the SA(s) who are pre-purchasing English Language training)</p> <p>c. Save the letter as final in the TLS</p> <p>Note that you will have to send this contract to the applicant or their representative alongside the AIP letter (v140b). Go to step 6.</p>
No	Go to step 6

5. Send AIP letter

1. Save the AIP letter as final in TLS.
2. Email the letter (and if applicable, the Contract(s) with Migrants to Undergo English language training) to the client, or their representative if they are represented by an adviser, lawyer or exempt person. See SOP [Email communications](#).
3. In AMS notes, record:
 - That correspondence has been sent to the client
 - The nature of the communication
 - Any timeframes given.

6. Make application non-actionable

1. Add an AMS Bring Up with the correct due date (6 months).
2. Add the **"NA - AIP OFFSHORE"** reason in AMS workflow.
3. Update the AMS Location to "Non-actionable".

7. Await response

Await the application to be made actionable.

Out of Scope

SCHEDULE 1

It is necessary to complete all sections

Client number: XXXXXXX

FULL NAME OF PA: XXXX XXXX

Date of Birth: XX April 1955

Sex: Male/Female

Country of Birth: XXXXXX

Passport Number: XXXXXXXX

Level of English language ability: N/A

Amount of ESOL tuition paid: NZD\$1,735

Application Type: Parent Category

Email address: XXXXXXXX

Any other relevant information: N/A

Signature of Principal Applicant:

Sending to QC

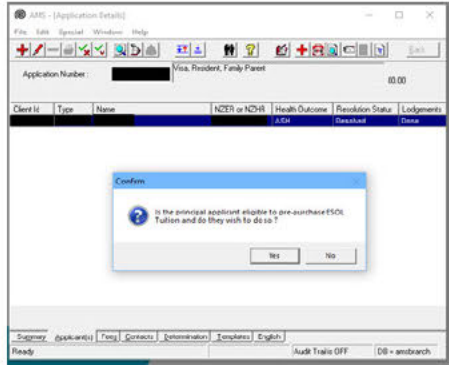
Thursday, 8 June 2023 3:16 pm

Sending Quality Check - Parent Residence

- Email for Parent Resident QC s 9(2)(g)(ii)
- Ensure you are indicating in your email whether the QC is for, Approve/AIP (PPT)/AIP ESOL or Decline.

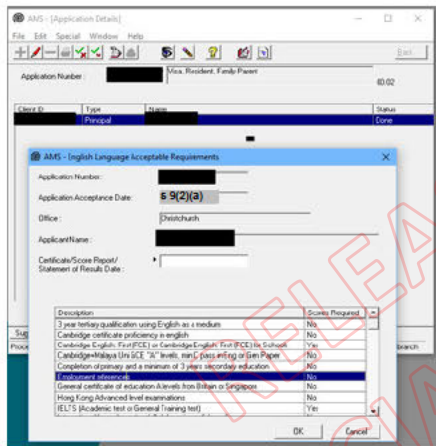
Step by step - QC:

1. Complete the determination tab.
2. Re-initiate risk triage (even if it was N/A).
3. Decide the application.
 - When deciding the application you will asked -- *Is the Principal Applicant eligible to pre-purchase ESOL Tuition and do they wish to do so?* - Select, yes, even if the client is not going to pre-purchase ESOL tuition. This will be addressed in Step 5 & 6.
 - When deciding the application be sure to tick **record decision only**.
 - After selecting record decision only, click finish.



Step 3, visual

4. Once you have clicked finish, the quality tab along the bottom of AMS will appear.
5. **Complete the English tab**
6. If the client meets the Minimum Standard of English requirements note the evidence that applicant(s) have provided / instructions that have been met, this will waive the ESOL fee when it is not required.
 - Ensure there are no outstanding ESOL fees in the AMS fee tab. Proceed to Step 8.



Step 6, visual

7. If the clients require ESOL tuition, you will need to tick 'no' in the English tab to ensure the ESOL fees are triggered for each applicant.
 - Ensure the fee amount \$1735.00 (Per applicant) appears on the AMS fee tab.
8. Send the application to QC and they will complete the QC/2PC.

Once you have received the application back from QC, depending on the situation, either proceed to fully approve, or the approval in principle (AIP), section of the OneNote.

Full approvals are for applicants that:

- Do not require ESOL tuition
- PPT(s) have been authenticated

AIP is for applicants that:

- Require ESOL tuition, and/or
- Require authentication of PPT(s)

Additional information:

Please note, applicants that have not used their passport before (i.e. if there is no VAC digital or AMS passport scan) will need to send their passport in to their nearest VAC for scanning before you can issue the visa. They can find their nearest VAC here:

<https://www.immigration.govt.nz/about-us/contact/offices>

Further information on this is here: [Sending your passport | Immigration New Zealand](#)

NOTE: For AIP - when both applicants wish to pre-purchase ESOL, you will have to tick 'no' in the English tab. If you leave them as 'not done', only the ESOL fees for the PA appear post-decision.

Out of Scope

Tips for QC:

- Make sure the family tabs are accurate for PA/SA/sponsors
- Make sure to run risk at least twice, even if the risk is N/A

If you receive reworks or small changes in your QCs, messages s 9(2)(a) so we can add them to this list - let's help each other out as we get used to Residence QC!

Situation-specific templates are available in [PR RFI templates](#).

Applicants can send in digitally-issued documents such as their IRD evidence of income via email. Any non-official documents (most relationship evidence documents like tenancy agreements, photos together, etc.) can be emailed in as well.

Official/original documents, such as any and all application forms, sponsorship forms, birth certificates, marriage certificates, police certificates, etc. must be **mailed in** either as an original or as a certified copy.

To save time, we are also able to complete a further assessment based on the scan of an original document while waiting for it to arrive in the post.

Under the '**Send the requested information by XXX**' line you can adjust your RFI template to say:

We recommend that you email the requested information to ParentResidence@mbie.govt.nz or, if you are submitting original documents, you can find the appropriate mailing address here:

<https://www.immigration.govt.nz/new-zealand-visas/preparing-a-visa-application/the-application-process/office-and-fees-finder>

When submitting original documents by post, please also email us with a scan of the document and inform us you have sent it, so that we can continue assessing your application while we wait for the document to arrive.

For NSC and Additional Information Forms, only the scan is required.

At this stage, we are requesting the updated 2022 forms if applicants have provided the 2017 ones (as of 12 June 2023). This is subject to change.

Only a few pages are different, so if the applicants initial the pages and sign the form, they can just fill out the pages that are different to the 2017 version. Blurb in the PR RFI templates section.

Please note the 2022 version has the old income instructions on question G3 (page 10) where it mentions they can provide income in the three years prior to the ITA. People leaders are aware of this and working on it, watch this space!

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Health Notes:

These are our **DEALBREAKER** medical conditions:

A4.60 Medical waivers (applicants for residence class visas)

- a) Applicants for residence class visas in New Zealand who are assessed as not having an acceptable standard of health and whose applications meet all other requirements for approval under the relevant Government residence instructions may be considered for the grant of a medical waiver unless they:
- I) require dialysis treatment, or an Immigration New Zealand medical assessor has indicated that they will require such treatment within a period of five years from the date of the medical assessment; or
 - II) have severe haemophilia; or
 - III) have a physical, intellectual, cognitive and/or sensory incapacity that requires full time care, including care in the community; or
 - IV) currently have tuberculosis (TB) (any form including pulmonary and non-pulmonary TB, Multidrug-Resistant (MDR)-TB and Extensively Drug-Resistant (XDR)-TB) and have not completed full treatment for TB as outlined in the New Zealand Guidelines for TB Treatment; or
 - V) have had a history, diagnostic findings or treatment for MDR-TB or XDR-TB, unless they have been cleared by a New Zealand Respiratory or Infectious Diseases specialist upon review of their file or review of the applicant as outlined in the New Zealand Guidelines for TB.

So if they don't hit any of those conditions - you can issue an ITA. We don't care about anything else, we will assess if if/when they submit their visa application.

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Preparing Medical Waiver PPI once final NOT ASH decision concluded by HAT

Applicant was assessed as NOT ASH.

You sent them the first medical to advise them of this (V156) and they responded/provided further medical information, that you referred to HAT for assessment, and HAT has now concluded that applicant is still NOT ASH, but their condition is not listed under A4.60 so they may be considered for a Medical Waiver. So you are now ready to send the second Medical Waiver PPI.

1. Open template letter V325b (Under 'Determine in TLS Letters)

In the letter template, under Medical Assessor's Comments it states that the additional information provided was submitted back to the **SAME** medical assessor that initially assessed the certificates, and then prompts for their notes. PLEASE note that the comment to be put here is NOT the same as the original note you sent in your first PPI and it is NOT the final note made by Medical Referee now visible in IHS.

In order to access the updated note (after assessing additional information received as response to first PPI) from the initial medical assessor – you will need to go into IHS and open "Full view" and access updated notes

To open full view follow steps as per below:

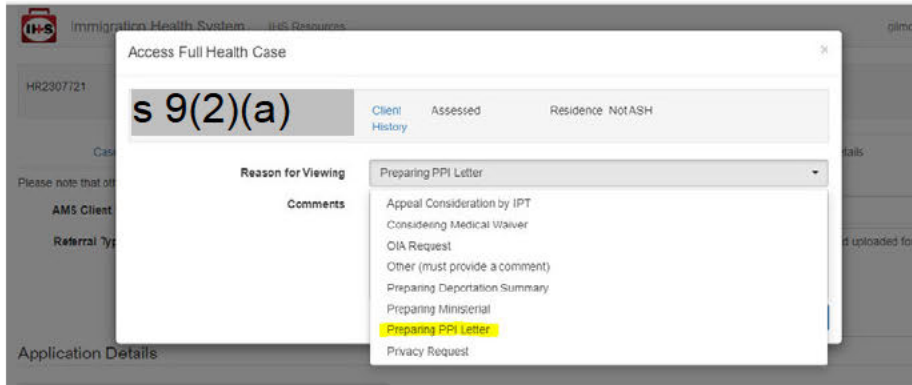
2. Open the applicants IHS and scroll down to the bottom of the page and click the "Full View" button;

The screenshot shows the IHS interface with a navigation bar at the top containing the IHS logo, 'Immigration Health System', 'IHS Resources', and a user profile 's 9(2)(a)'. Below the navigation bar is a header section with tabs for 'Client History', 'Assessed', 'Temporary Residence', and 'ASH with Conditions Not ASH'. The main content area has tabs for 'Case Summary', 'Case Timeline', 'Further Requirements', and 'Visa Details'. A note states: 'Please note that other identifiers have previously been saved to this health case. Go to the Case Timeline tab to view this history.' Below this are input fields for 'AMS Client Id', 'Person Id', 'Referral Type' (set to 'General'), and 'Referral Note'. The 'Application Details' section shows 'eMedical' information: 'Visa Category: Temporary', 'Visa Type: Visitor', 'Length of Stay: More than 24 months', and 'Intended Work Activity'. At the bottom, there is a table of applications and a set of buttons.

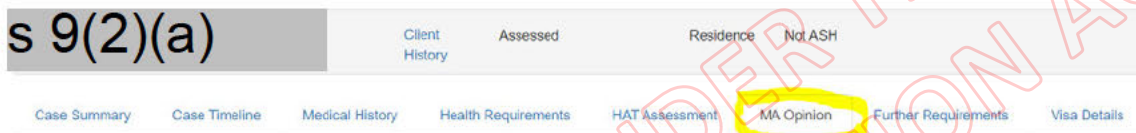
Application Id	Date	Visa Category	Visa Type	Length of Stay	Intended Work Activity	On Other Cases	Actions
	s 9(2)(a)	Residence	Family	More than 24 months		No	☑ \$
		Temporary	Visitor	Less than 6 months		No	☑ \$

Buttons at the bottom: Add Application, Cancel, Full View (circled in yellow), Re-open, Save.

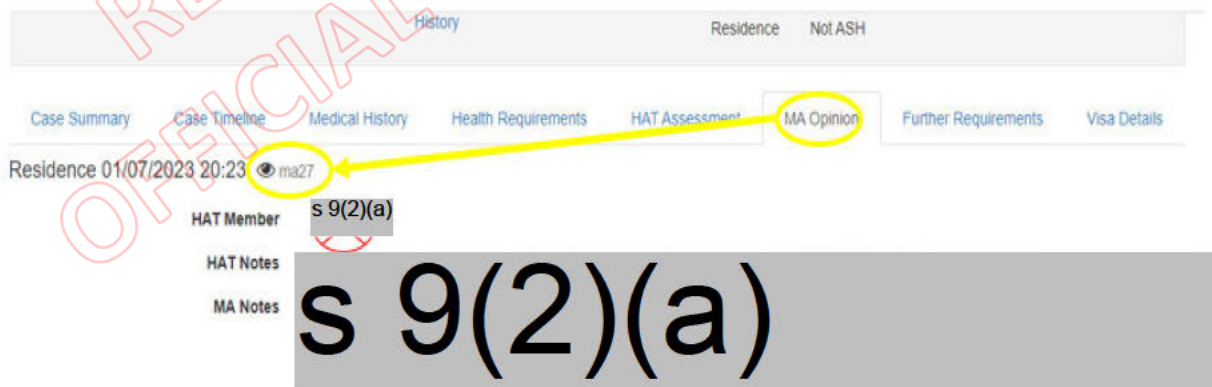
This will open a box asking you for the reason why you are requiring "Full view", so you need to choose "Preparing PPI letter";



Once the system has opened in Full view, you will see a new tab up top that is called "MA Opinion" that you click on;



Under the "MA Opinion" tab you will see all MA Comments, with the most recent one at the top. Please note that the different Medical Assessors are identified by "MA#" and not the "HAT Member" username. In this scenario it will be from the second Medical Assessor of the health case. This is usually indicated by them stating that they are the Medical Referee (This is the comment that we need to insert from the second medical assessor for the second comment for our PPI letter)



The second assessment and comment from the original Medical Assessor usually sits just prior to the Medical Referee comment and you can check that it is the same assessor by ensuring that the "MA#" is the same, and usually their comment mentions further medical information received in some way. → This is the **second comment from initial Medical Assessor that we need to insert at the beginning of our PPI letter.**

History Residence Not ASH

Case Summary Case Timeline Medical History Health Requirements HAT Assessment MA Opinion Further Requirements Visa Details

Residence 01/07/2023 20:23 ma27

HAT Member s 9(2)(a)

HAT Notes

MA Notes s 9(2)(a)

Medical Opinion Likely NOT ASH (Medical Review)

Reasons for Not ASH

Reason	Comments
Listed condition in immigration instructions considered to impose significant costs and/or demands on New Zealand health services	s 9(2)(a)

Referral Type General

Application Id	Date	Visa Category	Visa Type	Length of Stay	Intended Work Activity
	s 9(2)(a)	Residence	Family	More than 24 months	

Residence 21/06/2023 11:20 ma23

HAT Member s 9(2)(a)

HAT Notes s 9(2)(a)

MA Notes Residence Error in process on my part, Medical review box not ticked. Please consider this my second not ASH

Medical Opinion Likely NOT ASH

Reasons for Not ASH

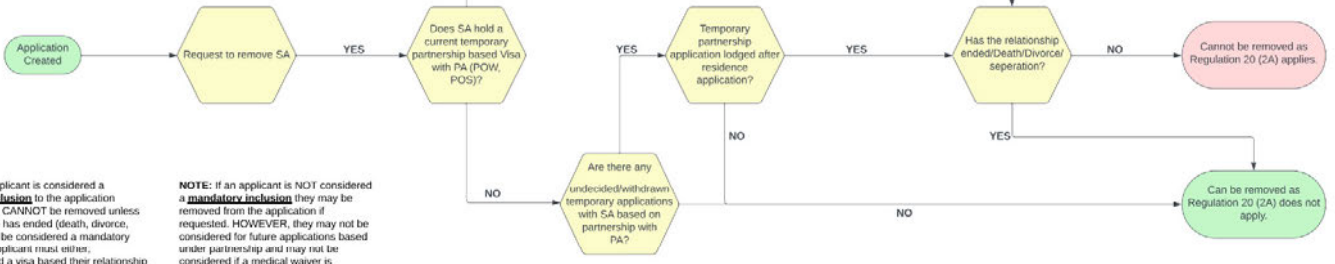
Reason	Comments
Listed condition in immigration instructions considered to impose significant costs and/or demands on New Zealand health services	s 9(2)(a)

Removal of SA from active PR application.

Tuesday, 25 July 2023 10 38 am

Out of Scope

Removal of SA from active Parent Residence application (Visa Paks - 333, 341, 358 & 508)



NOTE: If an applicant is considered a **mandatory inclusion** to the application (R2.40(d)) they CANNOT be removed unless the relationship has ended (death, divorce, separation). To be considered a mandatory inclusion the applicants must either:
 a) currently hold a visa based their relationship (partner, dependent child) with the PA, or
 b) have an open application for a temporary class visa based on their relationship with the PA that was lodged prior to the residence application under consideration.

NOTE: If an applicant is NOT considered a **mandatory inclusion** they may be removed from the application if requested. HOWEVER, they may not be considered for future applications based under partnership and may not be considered if a medical waiver is required.

FAQs

- What if the SA held a visa based on the relationship in the past but that visa has now expired?
 - Not a mandatory inclusion as Reg 20(2A) does not apply as SA does not hold a temp visa based on the relationship.
- What if the SA made an application for a temp visa based on partnership with the PA that was lodged prior to the residence application, but they have since withdrawn it?
 - if they made the temp application before the residence application and withdrew it after they made the residence application, they are described in Reg 20(2A) and cannot be removed unless they cease to be a partner (ie die, divorce, separate).
- What if I am not satisfied the relationship is genuine and stable?
 - Then you have assessed the SA does not meet the definition of a partner. They are therefore ineligible for inclusion and they must be removed.

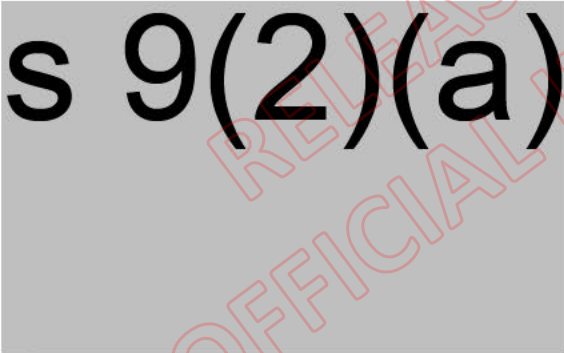
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Acceptable documents for PAYE sponsors:

A screenshot of the income summary is only acceptable if it has been stamped by a Justice of Peace.



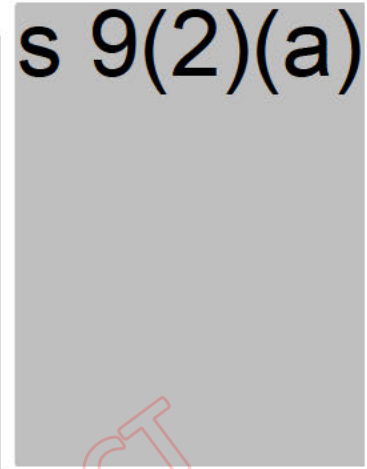
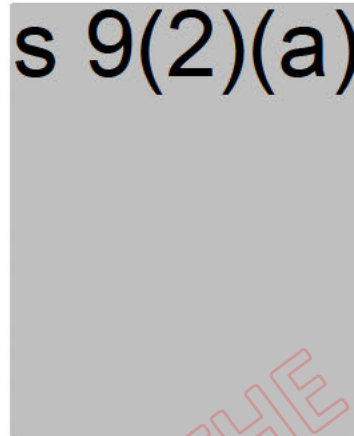
If sponsors do not have access to their online IRD account, they can call IRD and get the below document.



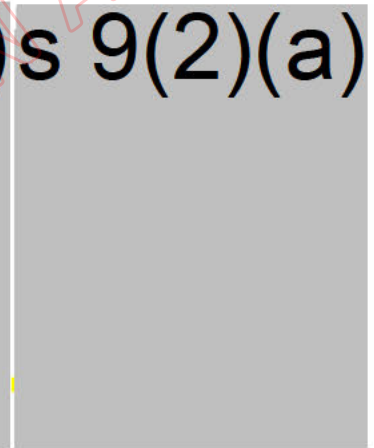
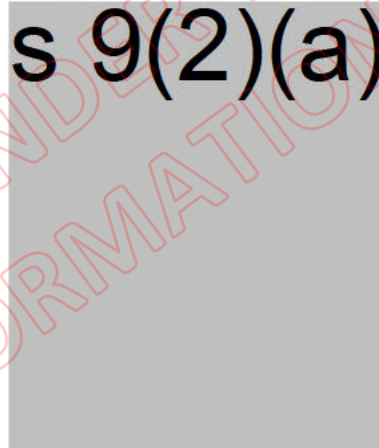
• Note: Government Subsidies are eligible for consideration as taxable income for PAYE earners and can be accepted if they Government Subsidies appear on a Proof of Income IRD document.g(e) _____, Friday 27 October 2023.

Acceptable documents for SELF-EMPLOYED sponsors:

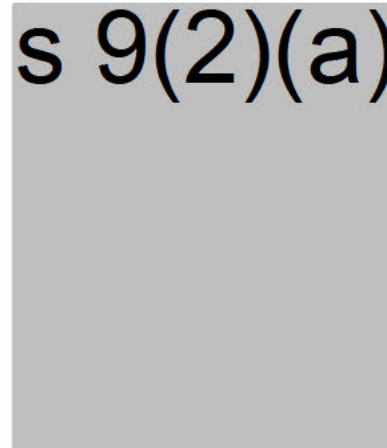
Submission Confirmation



Amendment Confirmation



Return Acknowledgement



PARENT RV – FINANCIAL EVIDENCE

- Proof of Income from Inland Revenue
- Income Details from Inland Revenue

The following link will help them in logging into their IRD account to get these documents in PDF format.

<https://www.ird.govt.nz/tasks/request-a-summary-of-income>

1 In myIR, select 'More...' on your income tax account

2 Choose your summary type under 'My income'

- Print proof of income – for a summary of your income.
- Print income details – for a breakdown of your income, including salary and wages, interest, and dividends.

3 Choose the dates for the period of time you need

4 Select 'Print income details'

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PAYE EARNERS

Income Tax Assessment – This document acceptable

These are the individuals who work for any employer as an employee and get paid weekly, fortnightly, or monthly wages. Every pay period their tax is reported and paid to IRD by their employer/s. e.g., working as Immigration Officer for MBIE. An individual can be working for multiple employers and each employer pay taxes on their behalf throughout the year.

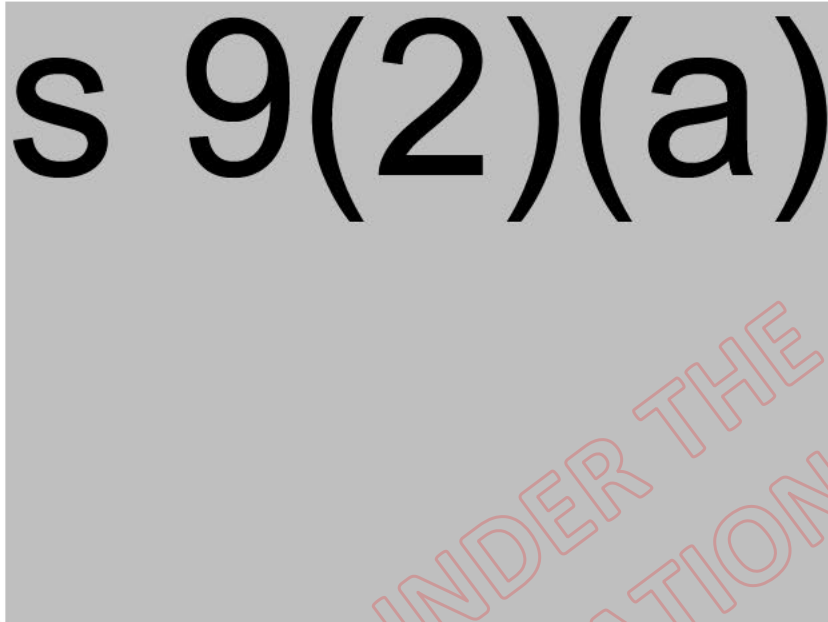
If there is no other income to report the IRD will auto issue "Income Tax Assessment" as per below:

s 9(2)(a)

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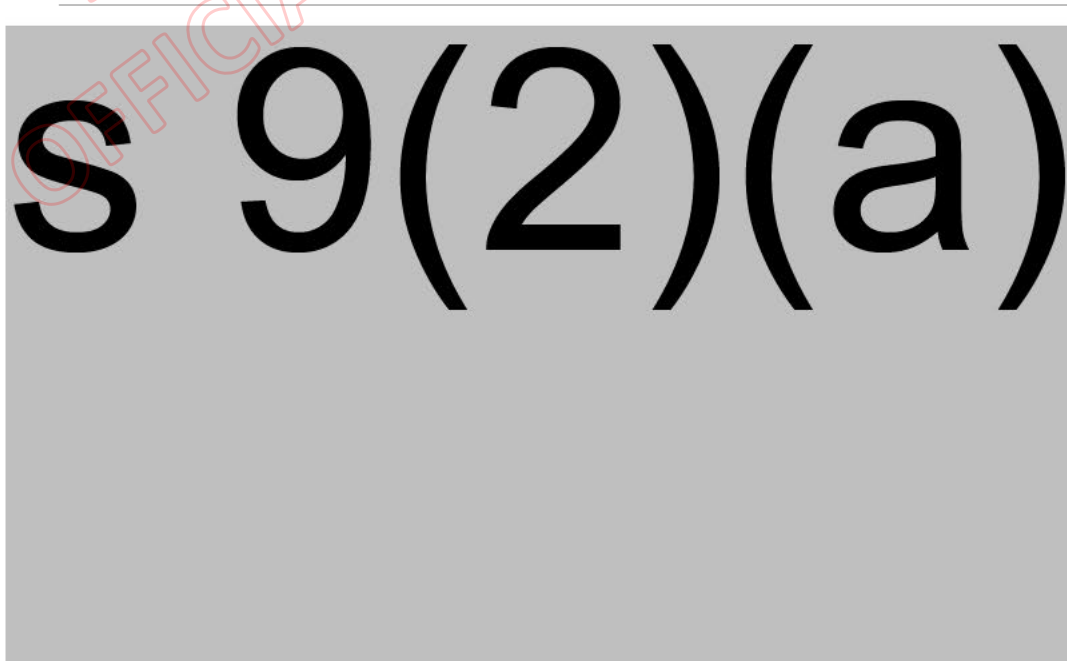
Proof of Income

This document is not showing "Taxable income" but Income only. So, the correct one for this individual is the one above – Income Tax assessment. This can be accepted if no other income type is there, where return is applicable



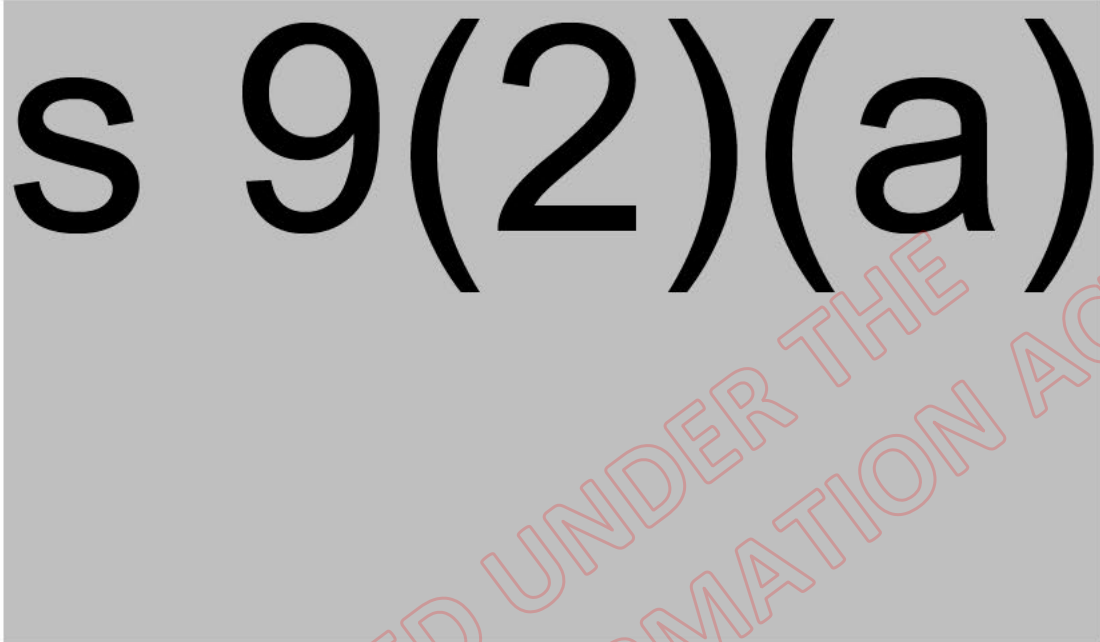
Proof of income – Shareholder salary

This document needs to be read carefully. The example below contains information IRD holds for an individual. At the bottom it also says, "It does not include any business or rental Income" and if anyone has any kind of Income which is not listed here, they must file the return by declaring that income. When they file return, they will get documents discussed in next section. If the sponsor does not have any other income, other than salary and wages, PIE, Govt Subsidies or RWT income then - **This document cannot be accepted as does not show Taxable income.**



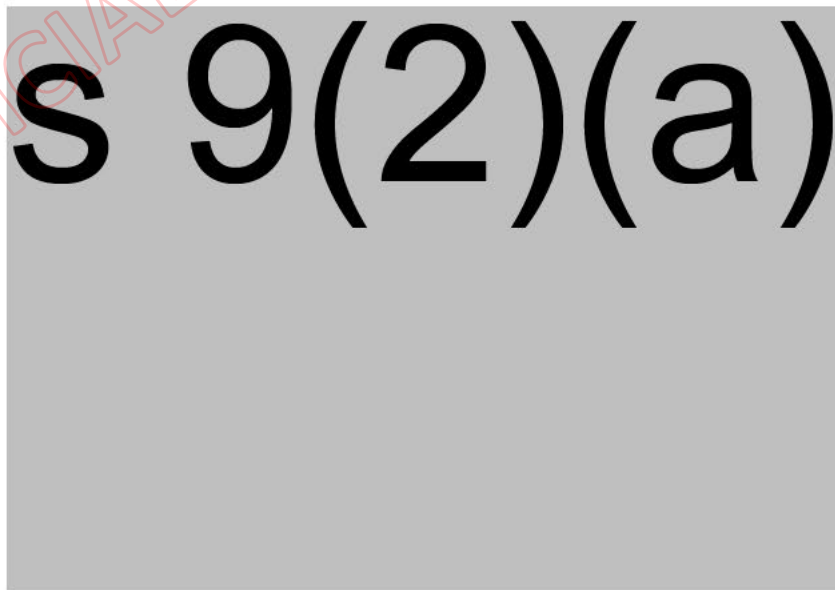
Income details

Breakdown of income or **Income details** - This will contain the period on the top. This one is only possible if the customer is PAYE. **This document is acceptable to confirm the PAYE received but not taxable income.**



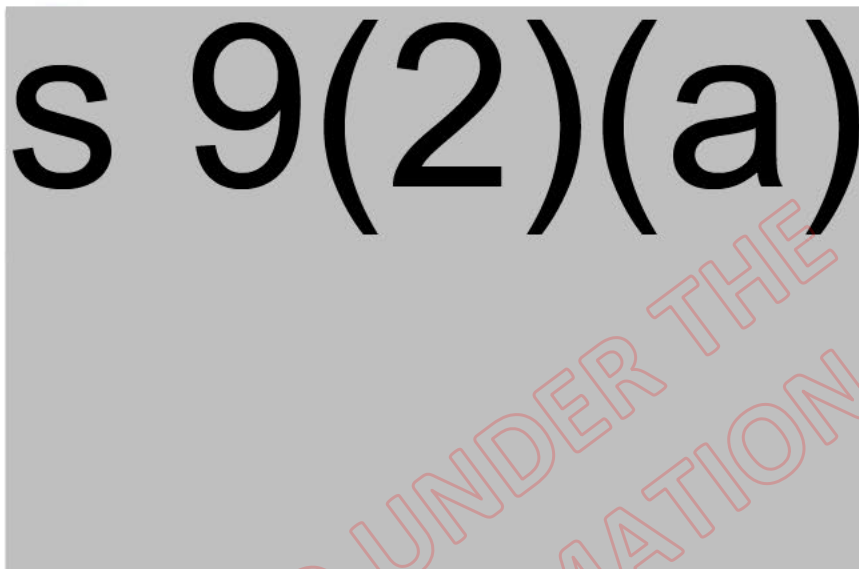
Confirmation of Income

If people don't have access to IRD account online, they can call IRD to get – **Confirmation of Income** letter for periods they want it for from IRD call centre. **This document is acceptable**



Income – Outside financial year range as per dates (random 12 months)

Some people may give you this as well which is not acceptable as it only describes the **Total Income** but not taxable income. For these ones you can ask for the one listed under number 2. If the client explains that they have no other income to report or expenses to deduct from the one below, then - **This document is not acceptable as does not show taxable Income unless client is PAYE only.**



RETURN FILING

When it comes to return filing, you may come across the following types of documents

Do you need to complete an IR3 return?

If we've sent you a message to complete your Individual income tax return - IR3 in myIR, or a paper copy by post, you must complete the return and send it to us by 7 July 2023, unless you have an extension of time or a non-standard balance date. If you do not need to complete a return but you'd like to talk to someone about your tax situation, you can call us.

If you received any other income apart from salary, wages, schedular payments, interest, dividends (see further information below), and/or taxable Māori authority distributions, you must complete an IR3 return. There are some exceptions. If you received personal service rehabilitation payments and are an ACC client or caregiver (who received payments from the client or ACC), read page 63.

Other income includes:

- self-employed income (see children's exempt income below)
- income derived overseas - calculated taxable income arising from a withdrawal or transfer from foreign superannuation schemes acquired while a non-resident of New Zealand
- over \$200 in total of income that has not been reported to us such as:
 - interest derived overseas (if it has had tax deducted or not)
 - dividends of certain Australian resident listed companies and other overseas investments that are not treated as part of foreign investment funds (FIF) income - see page 22
 - employment income or schedular payments
 - income from a PIE for example you are 1 of the joint holders of a PIE investment that is not under your IRD number
- FIF income
- rental income
- estate, trust or partnership income
- royalties
- cash jobs or "under the table" payments
- income from illegal enterprises, and
- income without PAYE deducted, such as shareholder-employee salary or a claim received under a taxable loss of earnings policy.

Types of documents

1. Submission confirmation

As the name indicates that it is something submitted by taxpayer. The below one covers the period from 01 April 2020 to 31 March 2021. At end each year IRD will send you details they hold for you to confirm whether everything is correct. Whether you “confirm as it is” or “make changes and then confirm”, the following document will be generated for your records. It means you have confirmed that the details IRD hold for you are correct for particular year. - **This document is acceptable, and it can be for both self - employed or PAYE ones.**

1. **If PAYE earner received Income Tax assessment (shown in first one above) and amend it and submit it. He/she will get this submission confirmation.**
2. **If rental PAYE + income or business income earner, make changes to Income tax assessment document above and submit it. He/she will get this submission confirmation.**

The reason is that people can be working on salary and wages and can also have some income to declare which IRD does not now about. This is generated for anyone whose income get reported to IRD by their employer.

s 9(2)(a)

s 9(2)(a)

s 9(2)(a)

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100% SELF-EMPLOYED

If someone is completely self-employed it means that IRD will not generate anything for them to confirm. They must file the return declaring what they have earned throughout the year. Means they will be filing IR3 returns online or paper by themselves or through accountants.

You will come across two documents in these cases:

- Return acknowledgement – This is generated if IRD accepts the return as it is when filed.
- Notice of assessment – This is generated if IRD adjustment to your submission.

2. Return Acknowledgement

Return acknowledgement for income tax

11 March 2021

Based on your feedback we've developed a Return acknowledgement notice. We'll issue a Return acknowledgement after the income tax return has been processed to confirm we've received it, and accepted the figures as they've been returned.

If we've amended some of the figures on the income tax return while processing it, we'll issue a Notice of assessment instead of a Return acknowledgement.

The Return acknowledgement will be issued for the following income tax returns filed from now on:

- Individual income tax return – IR3
- Non-resident individual tax return – IR3NR
- Companies income tax return – IR4 (including the Annual imputation return – IR4J)
- Trust or estate income tax return – IR6
- Māori authority income tax return – IR8 (including the Māori authority credit account return – IR8J)
- Clubs and societies tax return – IR9
- Registered superannuation funds income tax return – IR44.

- How does it look like for an IR3

As per below it says period ended 31 March 2022 which mean it covers income from 01 April 2021 to 31 March 2022. It clearly does not have monthly breakdown.

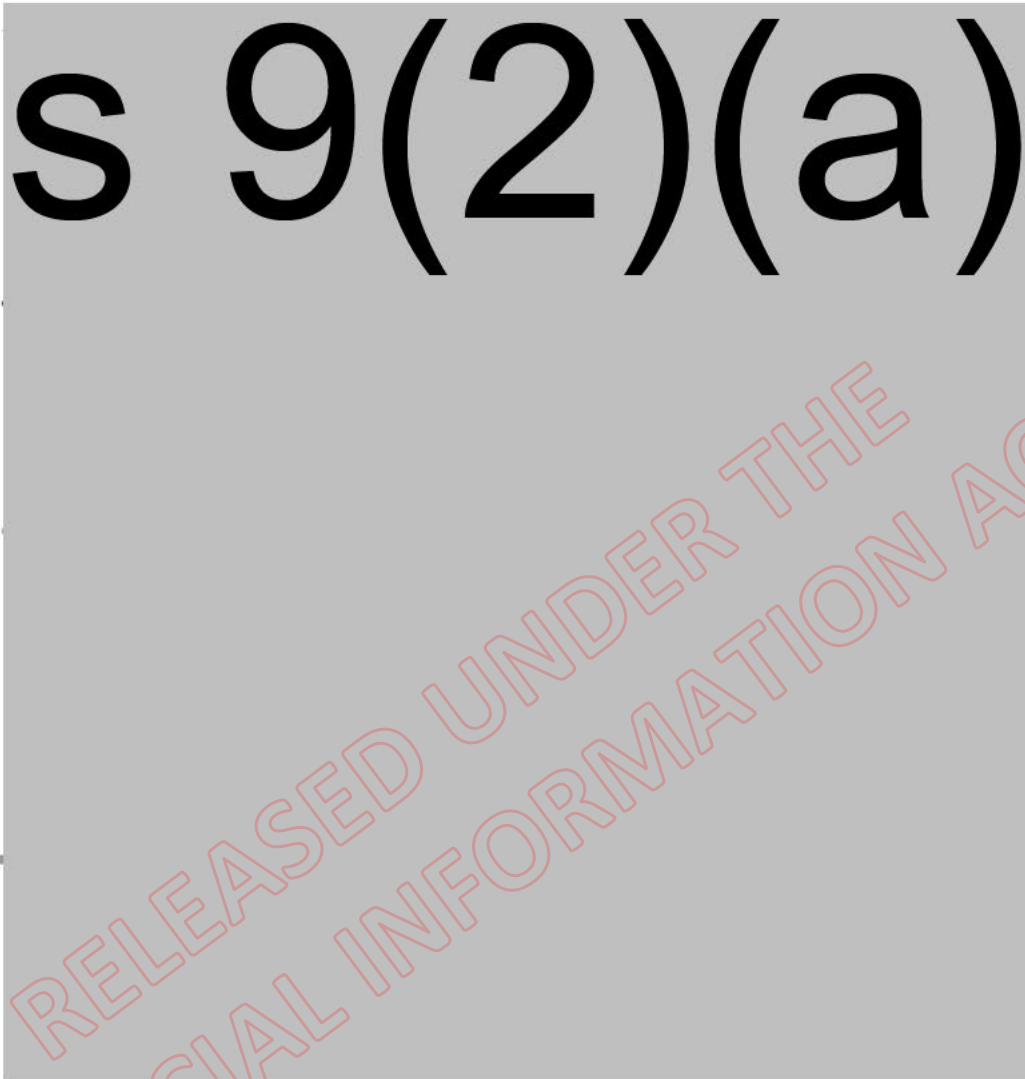
- This one below is system generated template letter from IRD confirming that whatever is submitted by an individual, is accepted by IRD as it is. – **This document is acceptable**

s 9(2)(a)

The one below is specially requested by calling IRD -- **This document is acceptable**

s 9(2)(a)

3. Notice of assessment – In this one you can see at the bottom of the document that someone reported income of \$40,020.83 but IRD amended it to \$40,020. - **This document is acceptable**



4. Amended returns – Last type are the amended returns

Once the return is filed the Return Acknowledgement or Notice of assessment is issued accordingly as above.

In cases where someone has done the “submission confirmation” and later realised that they forget to add something to it. They can go back and amend last confirmed submission and new document will be generated like “Submission Confirmation” but will have “Amended Return” or similar title on top and rest of the document will be same as shown in number 1 and 3 above.

If there is Amended return provided, then the previous one become invalid.

The updated VAT with EOI selection date instructions is in the T:drive. If you use the template on the website, be mindful that you will have to change instructions for sponsor's income yourself so that the period is accurately listed as 3 years prior to the EOI selection date (not the ITA date as it used to be).

Old INZ forms (2017 vs 2022)

At this stage, we require the 2022 forms for Residence and Sponsorship to be physically mailed to us. We are able to accept the applicants/sponsors only filling in the pages that differ from the 2017 form as well as the declaration/signature.

For NSC forms, the 2017 form is being accepted at lodgment, but we do need to request the 2022 form. In this case, only a scan via email is required.

VAT blurbs

Risk Section

6(c)

English Language requirement

Details: Both PA and SA have declared that they wish to pre-purchase ESOL tuition, so will need to provide evidence of ESOL tuition purchased before final decision (AIP)

Decision section

Decision rationale:

Satisfied the client as per above, meets all instructions under parent residence category pending 2PC.

English Language interviews

If you aren't satisfied with the evidence alone, you can opt to interview the applicant(s). Please note that if you decide based on a phone interview that they do not meet the minimum requirements, they can no longer provide other evidence to meet requirements. At this stage, their next option is to pre-purchase ESOL.

You can use the below template for your interviews if you wish.



English Language...

PCs

Use the creation date on UKPCs, not the print date.

Indian nationals without a birth certificate

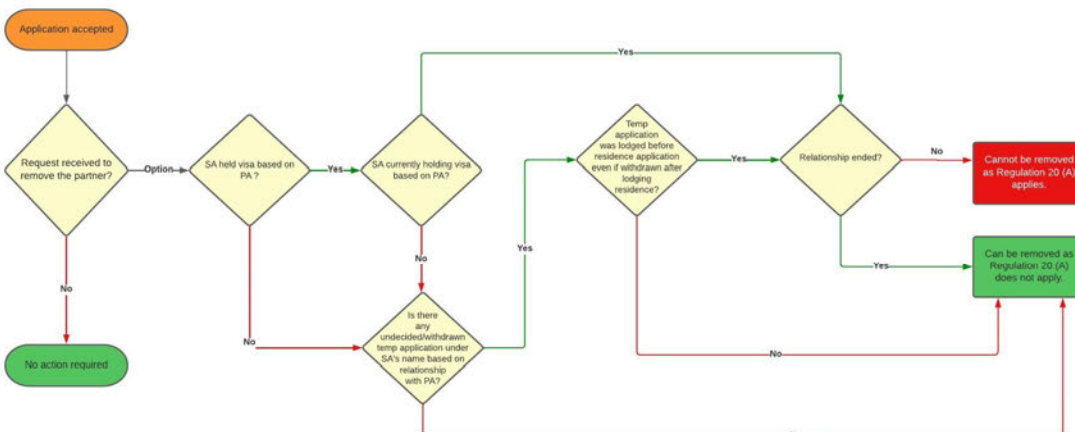
Applicants can provide other documents to substitute this. This page on our website indicates what must be provided: <https://www.immigration.govt.nz/knowledgebase/kb-question/kb-question-8485>

If PA wishes to remove SA from the active application



Issues with applicati...

REMOVAL OF SA FROM ACTIVE PARENT RESIDENCE APPLICATION (REFER VISAPAKS - 333, 341, 358, 508)



5.115 that applies once applicants have submitted a full Parent residence application.

This means that once the full residence application has been lodged and assigned for us to assess, they may only ADD a parent, but are unable to REMOVE a parent (unless there is a change in circumstances that the partner ceases to be the applicants partner).

E.g. they can't remove one parent from application if it is found that they do not meet income for sponsoring 2 parents.

NSCs and RIGs

Going forward, we are requesting INZ 1209s and INZ1200s (NSC and Additional Information forms respectively) at the ITA stage.

If your applicant(s) have not provided either form when they are required to do so, RFI them. Applicants can scan and email us the document so we can submit the NSC/start assessing the RIG, however as it is an original document we also require them to mail it in.

***NOTE**

If a partner is not included in the residence application, they still need to complete the relevant forms. The same is applicable if the NSC is only required for the secondary applicant, i.e. if the principal applicant is not from a NSC country but the secondary is, the principal needs to complete the relevant forms. (From NSC User Guide)

B(c)

The NSC user guide has specific naming conventions. If you are submitting the NSC, please title the document 'NSC_XXXXXXX' with the Xs being the AMS application number.

Character and medical waivers:

All character and medical waivers must be sent to QC.



CW SD for Res



Medicals Residence



Flow Chart



Flow Chart

Health Notes:

These are our **DEALBREAKER** medical conditions:

A4.60 Medical waivers (applicants for residence class visas)

- a) Applicants for residence class visas in New Zealand who are assessed as not having an acceptable standard of health and whose applications meet all other requirements for approval under the relevant Government residence instructions may be considered for the grant of a medical waiver unless they:
- I) require dialysis treatment, or an Immigration New Zealand medical assessor has indicated that they will require such treatment within a period of five years from the date of the medical assessment; or
 - II) have severe haemophilia; or
 - III) have a physical, intellectual, cognitive and/or sensory incapacity that requires full time care, including care in the community; or
 - IV) currently have tuberculosis (TB) (any form including pulmonary and non-pulmonary TB, Multidrug-Resistant (MDR)-TB and Extensively Drug-Resistant (XDR)-TB) and have not completed full treatment for TB as outlined in the New Zealand Guidelines for TB Treatment; or
 - V) have had a history, diagnostic findings or treatment for MDR-TB or XDR-TB, unless they have been cleared by a New Zealand Respiratory or Infectious Diseases specialist upon review of their file or review of the applicant as outlined in the New Zealand Guidelines for TB.

So if they don't hit any of those conditions - you can issue an ITA. We don't care about anything else, we will assess if/when they submit their visa application.

Check IHS for latest or historical GMC and CXR

New GMC or CXR required to be requested

Meds "completion date" within 36 months of lodgement if old meds or 3 months if new meds

Are the Meds assessed under Residence Instructions?

Use IHS to refer the Meds under residence instructions if not done.

Note:
Any Medical information provided during the processing of application should ne immediately referred to HAT before the final decision is made on application.

Meds are ASH?

Proceed with assessment as the client have ASH for Residence

Note:
Disputing information should be related to the actual medical issue e.g., specialist report, further medical exams etc. Any letters of grievances, support from friends and families are not disputing information to medical issue thus will not have any impact. Please consult with TA if this is the case, before sending to HAT.

Send PPI (V156) to the applicant. Write a PPI outlining the MA's findings (copy MA's reason and MA's comment from IHS)

Disputing Medical information provided?

Disputing information will be assessed by the same MA.

Meds are now ASH?

Case will be referred to Second MA. (This will be final outcome)

Proceed to Ineligible for waiver PPI (v326)

Is the client eligible for Med Waiver?

Meds are now ASH?

Consult TA for withdraw

Applicant still like to proceed?

Proceed to second/ medical waiver PPI (v325b)

Consult TA before decline as there may be other processes involved

Response Received?

Draft Medical Waiver V60 in AMS and send to Waiver queue.

Wait for Medical Waiver Outcome

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Medical – Medical Waivers Residence

January 2023

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Terminology

- ASH = Acceptable Standard of Health
- MA = Medical Assessor
- ORRS = Ongoing and Reviewable Resourcing Schemes
(students that need significant learning support)
- ASH Type 2 – this is old terminology, and means the same as “requires review if client applies again”



Types of Medicals

- **General Medical Certificate** (INZ 1007): Must be provided by all applicants **UNLESS** they are eligible for a Limited Medical Certificate.

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Limited Medical Certificate (INZ1201)

Limited Medical Certificate (INZ 1201): Can be provided by the following;

- Applicants who are the partner of a New Zealand citizen or Residence class visa holder and who meets the requirements of the partnership category.
- Applicants who have been recognised as having refugee or protection status in New Zealand.
- Applicants who are applying under the Refugee Quota Programme.



Chest X-Ray Certificates

- All applicants must provide a Chest X-ray certificate with their General Medical Certificate or their Limited Certificate unless they are not required to do so due to their age or the fact they are pregnant.

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Residence Health Requirements

- General certificate and Chest X-ray certificate valid within 3 months (or 36 months if ASH previously)
- Limited medical certificate and chest x-ray certificate (if partner/dependent child of a New Zealand citizen and Resident and you have lived together for more than 12 months) OR a Refugee applicant

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E- Medicals


- **Case Summary:** This is where it will tell you if a referral is required.
- If so, email HAT team and ask them to refer the medical under residence guidelines.


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Client History


Check always if there is any other new cases added.

 Immigration Health System IHS Resources s 9(2)(a) ⌵

 [Client History](#) Assessed Temporary Residence ASH ASH

[Case Summary](#) [Case Timeline](#) [Further Requirements](#) [Visa Details](#)

AMS Client Id Person Id
Referral Type Referral Note

 Immigration Health System

...likely health case matches for NZHR Time since last refresh: 10 hours

Matched NZHR	AMS Client ID	AMS Client Surname	IHS Surname	Medical Completion Date	Medical Certificate Type	Health Outcome	Health Outcome Date	Match %
				s 9(2)(a)	X-ray only	ASH	s 9(2)(a)	100
					General + X-ray	ASH		100
					X-ray only	ASH		100

Caution: The user is responsible for ensuring that the cases displayed above match the client you are assessing.



Health Case Outcomes

- **ASH:** Acceptable standard of health
- **ASH: With Conditions:** The client has an Acceptable Standard of Health for their current visa application, but further information (the “conditions”) is required for the client’s subsequent visa application. This is only valid with temporary visas.
- **Manual Assessment:** HAT is manually reviewing the health case and a determination is yet to be made.
- **Not ASH:** Client does not meet the criteria for an acceptable standard of health
- **Medical Opinion:** Case is waiting for a medical opinion from a Medical Assessor
- **Awaiting Further Requirements:** There are further requirements that has been prescribed for the client but its results have not yet been received and /or recorded. A health case assessments may not be finalised until the results of all prescribed requirements have been received and recorded.
- **Terminated:** Medical is no longer valid nor can it be used for any application. The medical is now terminated.
- **Open:** If the status of meds ‘open’ in IHS with no dates for the certificates, this means the panel physician has not uploaded all the meds into the e-medical.



Temporary VS Residence

- If you are assessing a medical that has been previously referred for temporary and was made ASH, you will need to refer it again under Residence guidelines.
- **Remember, just because it was ASH for temporary does not mean its ASH for Residence.**

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Medical Warnings

- If there is a active medical warning in AMS stating that a referral is required, please check the case summary as it may have already been referred and completed.
- ALWAYS check to ensure that if a referral was completed under temporary guidelines it will need to be referred again for Residence.

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Post referral

- **IF ASH-** Proceed with assessing your application, medical requirements have now been met.
- **NOT ASH-** Proceed with the PPI process for applicants not meeting health requirements

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First PPI

- The first PPI is sent to the applicant once the medical certificate comes back from the medical assessor as '**not ASH**'. You will need to write a PPI outlining the MA's findings.

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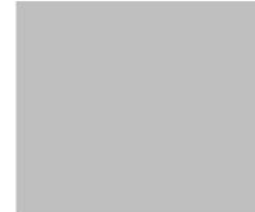
If they dispute it...

- They will then need to provide medical opinion on their health.
- Once received you will need to refer the medical certificate along with the new opinion back to the same MA.
- If it comes back as 'not ASH' again, you will need to refer the medical to a second MA for a second opinion.
- The outcome of this will be the final outcome.

If they don't dispute it...

- The applicant will need to be assessed to check if they can be considered for a medical waiver.
- Instructions [A4.60](#) outlines the circumstances where an application [ineligible for a Medical Waiver](#)

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Second PPI

- This will either outline the applicant cannot be considered for a medical as their condition or circumstances fall under A4.60, or the letter will outline the medical waiver process and ask for the information to be considered for a medical waiver.

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- The first PPI (V156) is sent to the applicant if the medicals are '**not ASH**'. You will need to write a PPI outlining the MA's findings (copy MA's reason and MA's comment from IHS)
- PPI response should include disputing **medical** information. Once received, refer meds to HAT for assessment. Disputing information will be assessed by the same MA and if the outcome remains the same; it will be assessed by a second MA.
- If the second MA's opinion is 'not ASH' (final); proceed to second/ medical waiver PPI (v325b)
- If disputing information has not been provided, then proceed to second/ medical waiver PPI (v325b). Referral to MA is not required. Initial 'not ASH' becomes Final.
- Once waiver response is received, draft a Medical Waiver Assessment (v60) in AMS. Do not complete the weighing and balancing section.
- If the waiver PPI response includes any disputing **medical** information (or it is provided at any time during the waiver process), refer the information back to HAT for re-assessment. MA will confirm if there is a change to the medical outcome.
- Once a medical waiver assessment is written up by the Immigration Officer, it shall be assessed by the Technical Adviser who will determine whether or not the medical waiver requirements will be waived. Ensure the applicant meets all other requirements for the applicable category and complete VAT.



The following people are also ineligible for a Medical Waiver...

- Applicants who are applying under one of the Family categories and:
 - Were eligible to be included in an earlier application for a residence class visa as the partner or dependent child of the principle applicant AND
 - Were not declared in that earlier application; OR
 - Were not included in that earlier application; OR
 - Were withdrawn from that earlier applications

Medical Guidelines

- If GP indicates abnormal (but not significant) findings, use the Medical Guidelines to determine whether referral is required.
- Make sure you use the correct guidelines – Temp Entry or PR.
- Make sure you check the lab results.
- If there are abnormalities and you choose not to refer, make sure you note the issues, and why you have accepted that the person is ASH.
- Remember that if you are still concerned about anything, you can still refer the Medicals to the MA, regardless of what the GP has stated.

Questions?

Thank you



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Character – Residence

Feb 2023

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Character – PCCs

A5.5

- Residence applicants must provide a PCC from;
 - Their country of citizenship
 - Each country in which they have lived for 12 months or more after the age of 17
- NZPC if they have already been in NZ for 5 years (in total).
- PCCs are valid for two years from date of issue
- PCC must be less than 6 mths old at lodgement



Character instructions – A5.25

s15-16

- Anyone described in s15 or 16 of the Act **MUST NOT** be granted a residence visa or entry permission **UNLESS** a special direction under s17 of the Act has been granted.
- Anyone described in A5.25 will require a character waiver.



Character PPI Process

- Residence applications require a 2 stage PPI process;
 - PPI 1: Informing applicant they are captured under character instructions. V319 in TLS
 - PPI 2: Inviting applicant to provide information in support of a character waiver. V317 in TLS



Character PPI Process - Conceded

- If the PA concedes character ie has declared convictions / character issues, acknowledged instructions are not met, AND requested CW to be considered;
 - One step PPI, Conceded character issue residence V319(a) in TLS



PPI Process s15 / Special Direction

- If PA is described under s15 -16 of the Act, a special direction will be required.
- PPI V318 – Character issue section 15 and 16 residence
- PA will need to request s17 special direction. You will need to raise a new request in AMS for this.



Section 15-16 of the Immigration Act 2009

- If an applicant falls under the below – it is now considered a Special Direction.
- **15 Certain convicted or deported persons not eligible for visa or entry permission to enter or be in New Zealand**
- (1) No visa or entry permission may be granted, and no visa waiver may apply, to any person—
 - (a) who, at any time (whether before or after the commencement of this section), has been convicted of an offence for which the person has been sentenced to imprisonment for a term of 5 years or more, or for an indeterminate period capable of running for 5 years or more; or
 - (b) who, at any time in the preceding 10 years (whether before or after the commencement of this section), has been convicted of an offence for which the person has been sentenced to imprisonment for a term of 12 months or more, or for an indeterminate period capable of running for 12 months or more; or
 - (c) who is subject to a period of prohibition on entry to New Zealand under section 179 or 180; or
 - (d) who at any time (whether before or after the commencement of this section) has been removed or deported from New Zealand under any enactment; or
 - (e) who is excluded from New Zealand under any enactment; or
 - (f) who has, at any time, been removed, excluded, or deported from another country.



16 Certain other persons not eligible for visa or entry permission

- (1) No visa or entry permission may be granted, and no visa waiver may apply, to any person who—
 - (a) the Minister has reason to believe—
 - (i) is likely to commit an offence in New Zealand that is punishable by imprisonment; or
 - (ii) is, or is likely to be, a threat or risk to security; or
 - (iii) is, or is likely to be, a threat or risk to public order; or
 - (iv) is, or is likely to be, a threat or risk to the public interest; or
 - (b) is a member of a terrorist entity designated under the Terrorism Suppression Act 2002.



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Steps for Special Direction

- Identify why the applicant doesn't meet Section 15/16
- PPI if relevant using correct instructions and template
- Advise applicant not eligible for a visa unless granted a SD.
- If applicant applies for SD – create application (additional one for the SD)
- Consider response
- Draft up SD template
- Send to IM for final weighing and balancing.
- If SD is approved – applicant is required to pay fee
- If SD is declined – proceed to finalise your application and include a copy of the Special Direction weighing and balancing.



Issues with application of R5.115

1. VISAPAK 333 – 03 November 2017

It is important to note that these new requirements in the Immigration Regulations and instructions apply to all residence class visa applications that are being processed and not just those that were accepted on or after 8 May 2017. The effect of these new requirements is that secondary applicants (SAs) subject to the requirements must now be included at lodgement and cannot be removed from residence applications that are being processed. This has most commonly happened in the past when a SA has been found to have health issues and were either not eligible for a medical waiver, or would have had a medical waiver declined, resulting in the decline of the residence application as provided by instructions at A4.10(a).

Examples:

Where R5.115 applies

On the date the residence application was made the SA partner included in the application was the holder of a temporary entry class visa granted on the basis of his relationship with the Principal Applicant (PA). The SA was later found to have health issues that would have resulted in the decline of a medical waiver. The SA cannot be removed from the residence application (either prior to or after the consideration of a medical waiver) and the application must be declined.

Where R5.115 does not apply

An adult child was included in a residence application by her father but was subsequently found to be ineligible for inclusion as she had been granted a work visa on the basis she was living in a partnership with a work visa holder. In this case the SA child could be removed from the application as she was not eligible to be included in the first place.

2. VISAPAK 341 – 19 January 2018

Process

What is meant by a visa based on a relationship?

A visa based on a relationship means a visa that requires the existence of a specific relationship for it to be granted, such as special work visas for partners of holders of student visas (WF4) or student visas for dependent children of holders of work visas (U8.20).

A visa based on a relationship does not include a general visitor visa granted to an applicant for the lawful purpose of visiting a family member, including a parent or partner.

Interpreting 'a visa based on a relationship' to mean visas that require the existence of a specific relationship (i.e. that require the applicant to be in a partnership or be a dependent child) to be granted, is consistent with the intention of policy changes that originally introduced this term (see 'Inclusion of dependents in residence applications' [Visa Pak 308](#)).

As noted above, the concept of a visa based on a relationship to another visa holder or New Zealand citizen is used in various instructions. To maintain consistency in visa decision making, and to allow applicants to understand visa requirements, the meaning of a visa based on a relationship should be the same where ever this concept is used.

R2.40 d – What is meant by 'has applied for a visa'?

A residence class visa application must include any dependent children or partner of the principal applicant, where the child or partner holds or **has applied for** a temporary entry class visa based on their relationship to the principal applicant (Regulation 20 of the Immigration (Visa, Entry Permission, and Related Matters) Regulations 2010 (the Regulations), which is reproduced at R2.40 d).

'Has applied for' means has applied for a temporary entry class visa at the time the residence class visa application is lodged. This means that the partner or dependent child(ren) who have an undecided application for a temporary entry class visa (which is based on a relationship to the principal applicant) being considered by Immigration New Zealand when the residence class visa application is lodged, must be included in that residence class visa application.

A partner or dependent child who has applied in the past for a visa based on their relationship to the principal applicant for a residence class visa, but who does not currently hold a visa based on that relationship and does not have an application based on that relationship being processed, does not have to be included in the residence application under Regulation 20 (as reproduced at R2.40 d).

3. VSAPAK 358 – 25 May 2018

Instructions at [R5.115 Partners and dependent children who must be included in a residence class visa application](#) give the clear impression that once included in a residence application no partner or dependent child of the principal applicant (PA) can be removed; however, that is not the case.

As advised in a previous Visa Pak item in [Issue 333 \(3 November 2017\)](#), instructions at R5.115 are reliant on [Regulation 20\(2A\)](#) of the Immigration (Visa, Entry Permission, and Related Matters) Regulations 2010 which took effect on 8 May 2017. This made it a mandatory requirement for lodging a residence class visa application (as reflected in instructions at R2.40.d.) to include all dependents of the PA where they hold or have applied for a temporary entry class visa based on their relationship to the PA, for example, a partner of a worker work visa or dependent child of worker student visa.

R5.115 only applies where the PA was required by Reg 20(2A) [R2.40 d.] to include their partner or dependent child in their residence class visa application. For example, if a PA under the Parent Category has included her partner in her residence application and he has never entered New Zealand or obtained a temporary entry class visa based on his relationship with her, R5.115 does not apply.

There have been claims from some immigration advocates, where we have applied R5.115 to a residence class visa application made before 8 May 2017, that we are applying law/instructions retrospectively. As the requirement for immigration officers to determine applications based on residence instructions applying at the time the application is made still remains, that is not the case. It simply means that if a residence class visa application made before 8 May 2017 is still being processed, that after 8 May 2017 a partner or dependent child subject to Reg 20(2A) cannot be removed from the application. Officers in need of assistance in responding to such claims may contact Operations Support at [s 9\(2\)\(g\)\(ii\)](#)

4. VISAPAK 508 – 27 May 2022

This item provides an update to advice included in [Visa Pak 308](#) (issued on 5 May 2017) and [Visa Pak 341](#) (issued on 19 January 2018) on the requirement to include family members (dependent children and spouses or partners) in residence applications where they hold or have applied for a temporary entry class visa based on their relationship to the principal applicant. This is required by regulation 20 (2A) of the Immigration (Visa, Entry Permission, and Related Matters) Regulations 2010 (“the Regulations”) as reflected in R2.40.d.

Visa Pak 341 advised that this requirement applies only where a family member holds or has applied for a temporary entry class visa (based on their relationship to the principal applicant) at the time the residence application is lodged. This would include, for example, visas such as special work visas for partners of holders of student visas (WF4) or student visas for dependent children of holders of work visas (U8.20) or relationship based Critical Purpose visas (including but not limited to those granted under H5.30.45, H5.30.50, H5.30.55 and H6) but does not include visas such as general visitor visas (even if the declared purpose is to visit family).

Subsequently, there have been differing approaches as to the application of Regulation 20(2A). To ensure that applications are assessed consistently, the approach consistent with Visa Pak 341 continues to apply.

In accordance with this approach, a partner, spouse, or dependent child who has applied in the past for a visa based on their relationship to the principal applicant for a residence class visa, but who does not currently hold a visa based on that relationship and does not have an application based on that relationship being processed, does not have to be included in the residence application under R2.40.d and regulation 20(2A).

Inability to remove family members from a residence application

Regulation 20(2A) also states that where a partner or dependent child is required to be included in a residence application, they cannot be removed, unless there is a change of circumstances that results in them ceasing to be the spouse/partner or dependent child of the principal applicant. This is reflected in immigration instruction R5.115, which does not allow a partner or dependent child to be removed from a residence application, unless they cease to be the partner or dependent child. [Visa Pak 358](#) clarified that this instruction relates only to those family members who must be included in accordance with Regulation 20 (2A).

This means that those secondary applicants, to whom regulation 20(2A) applies and who are included in a residence application, cannot be either withdrawn or removed, unless they are no longer a dependent child, spouse, or partner. This applies even if, after the residence application has been lodged, they withdraw a temporary entry visa application which has been made based on their relationship to the principal applicant, or they no longer hold a visa based on that relationship.

A secondary applicant who is not actually a dependent child, spouse or partner however must be removed, as they do not meet the definition of a family member and therefore are not eligible to be included in the Residence application in accordance with regulation 20.

Some examples are provided below to clarify scenarios for inclusion and removal from a residence application:

Scenario	Action
Partner/dependent child who holds (or has applied for) a current temporary entry visa based on their relationship to the principal applicant at the time the residence application is made. This includes dependent children who are deemed to hold a visa in accordance with A.17 of the Operational Manual.	The partner/dependent child must be included in the residence application and cannot be removed (unless evidence is provided to show that they are no longer the partner/dependent child of the principal applicant).
Partner/dependent child of the principal applicant who previously applied for a temporary entry visa based on their relationship to the principal applicant (but the application was declined, withdrawn or lapsed; or the approved visa is no longer held at the time the residence application is made).	The partner/dependents are not required to be included in the residence application and can be removed. Note however that exclusion or removal from a residence application will mean that these family members, if they are non-ASH, will not be eligible for a medical waiver if they subsequently apply for residence under one of the family categories (see A4.60.b).
A secondary applicant “partner” has been included in a residence application however during processing of the application it is identified that the couple are not married, not in a civil union and have never lived together.	The “partner” does not meet the definition of a partner in accordance with the Regulations and R2.1.10, so is ineligible to be included in the residence application and must be removed.

Partnership requirements

Residence instructions require a couple to be living together in a genuine and stable relationship for at least 12 months, to meet the partnership requirements for the grant of a resident visa.

Where an immigration officer is satisfied that the couple are living together in a genuine and stable relationship but have not lived together for the full 12 months duration, the decision on the secondary applicant partner’s application may be deferred to enable the qualifying period to be met in accordance with R2.1.15.5, subject to all other requirements being met.

Where an immigration officer is not satisfied that the couple are living together in a genuine and stable relationship, the secondary applicant partner will not be granted residency, however the

principal applicant's resident visa application may be approved if they meet the requirements without reliance on their partner in accordance with R2.1.15.1.

An operational workaround is required to enable the secondary applicant's visa application to be declined while the principal applicant is approved for the grant of residence, as INZ systems do not currently have the functionality to enable differing outcomes for applicants included in one application. A standard operating procedure has been developed which details the process to be followed and is available in the Global Processing Manual (See SOP: Declining a Secondary Applicant Partner included in a Residence application).

Should any enquiries about errors be received, individuals should be referred in the first instance to contact the Complaints and Feedback Team (email: INZComplaintsandFeedback@mbie.govt.nz). Although the Complaints and Feedback Team will not be able to investigate a disputed immigration decision, this will provide an avenue to record and redirect these enquiries appropriately.

The ability to approve the principal applicant's application if they independently meet instructions can only be used if the above partnership requirements are not met. The regulations and immigration instructions do not permit different outcomes for individual applicants included in a residence application in any other scenario, so if any of the applicants do not meet other requirements such as health or character, the whole application will normally be declined.

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English Language Proficiency interview – Parent Residence category

Purpose:

Applicants must meet a minimum standard of English (or pre-purchase ESOL tuition) to meet instruction F4.25.1.

If your applicant(s) supplied evidence that you were not satisfied met instructions or claimed a certain level of English without providing evidence, you may be required to undertake an interview.

Grading:

We are generally looking for a minimum level of IELTS 5. This is described as a modest user:

Modest user

The test taker has a partial command of the language and copes with overall meaning in most situations, although they are likely to make many mistakes. They should be able to handle basic communication in their own field.

This means applicants may not understand technical or legal terminology. If you need to request specific documents or give them instructions, it is best to send a separate letter or email so that they have the information written down. Please keep the English language interview on task.

As applicants are likely in a different time zone, we recommend getting in touch with them to arrange a time that suits you both and let them know the purpose of your call in advance.

When undertaking your interview, speak clearly and slowly, and give the applicants time to take in your question and provide an answer. Slower responses don't necessarily mean they don't understand. As per IELTS 5, we are expecting mistakes, and looking for basic meaning and overall meaning comprehension.

When taking notes and deciding whether their level meets instructions, be detailed. Rather than just putting 'meets instructions,' you can specify whether their English was basic, intermediate, advanced, or even near fluent. We want to be clear in our rationale how we were satisfied they did or didn't meet that level of English.

Structure:

Interviews are meant to be 5-7 minutes long.

Feel free to respond to the applicant and follow down a different track if they are able to have a back-and-forth conversation. If not, some suggestions for questions are below. You may wish to use these as a starting point for your interview.

English Language proficiency interview with NAME on +NUMBER at TIME OF INTERVIEW NZT - Personal information

Time:

Hi, this is IO NAME calling from Immigration New Zealand.

I am just going to ask you a few questions about your English language ability today. Is now a good time?

PA -

Before we get started could you please confirm for me your full name?

PA -

IO: Perfect thank you. Just to let you know I will be taking notes throughout this interview - I am just going to ask you a few questions about yourself and then ask about where you learned English. Does that sound okay?

PA:

6(c) [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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6(c)

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

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Application Checklist

Friday, 18 August 2023 2:06 pm

Application checklist		
Office Use only	Information and documents you must supply	Check list
<input type="checkbox"/>	I have completed the application form.	<input type="checkbox"/>
<input type="checkbox"/>	Each person included in the application has signed the form.	<input type="checkbox"/>
<input type="checkbox"/>	I have provided the application fee and immigration levy.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached passports or travel documents (the original documents or certified copies) for each person included in the application.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached full birth certificates for every person included in the application.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached a completed <i>General Medical Certificate (INZ 1007)</i> and <i>Chest X-ray Certificate (INZ 1096)</i> (less than three months old) for every person, if required.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached police certificate(s) (less than six months old) for every person included in this application.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached two recent passport-size photographs of each person included in the application.	<input type="checkbox"/>
<input type="checkbox"/>	I have attached the required evidence as outlined in Section G: Application requirements, and in the <i>Parent Category Guide (INZ 1207)</i> .	<input type="checkbox"/>
<input type="checkbox"/>	I have attached a <i>Sponsorship Form for Residence (INZ 1024)</i> completed by my sponsor.	<input type="checkbox"/>

Please see message from TA's below in regard to birth certificates:

In particular UK Nationals - Birth Certificates – if they have provided an abridged birth certificate that is insufficient and the IO should be requesting a full one provided. There is a lot of information on the Country Profile Page around identity documents Immigration Officers can refer to.

[Verification Toolkit \(VT\) Issue Date: Enter date.](#)

Also -

Sub: Unavailability of Indian BC

Just bringing it your attention that we have come across few applications where assessment around Indian BC is not fully complete. Some of you might have received QC-Rework for that. Please remember that BC is mandatory requirement under:

R2.40.20 Evidence of identity

- a) *Mandatory requirements (see R2.40 above) relating to proof of identity require applications to include full birth certificates for every applicant, which usually state:*
- i. *the applicant's name; and*
 - ii. *their date of birth; and*
 - iii. *their place of birth; and*
 - iv. *the names and occupations of their parents.*
- b) *If a full birth certificate is unobtainable, the applicant may submit an identity card.*
- c) *A full birth certificate is considered to be obtainable even if there is a possible delay or expense in obtaining it.*

It is quite known issue that the applicants from India may have following issues:

- BC unavailable.
- No name of applicant on BC.
- Parents' name not on BC.
- Etc.

We have developed these attached guidelines for that for each scenario in Residence class visa applications. Please remember to follow these guidelines.

There will be instances that some applicants still may have issues in obtaining these then they must supply at least one govt issued photo identity along with stat declaration claiming their identity, their relationship to sponsor etc. If they cannot provide alternative photo ID then we may accept other documents on case by case basis and please check with TA before finalising.

Sponsor's identity is established when they got their own residence, so we won't question it. In case of sponsor having issues with BC where we cannot establish biological/adoptive link between applicant and sponsor, onus will be on sponsor to provide other evidence to confirm the link under to applicant/s under F4.30.

If second sponsor is not biological/adoptive child of applicant/s, then we don't need to worry about their BC etc. as we will be looking into relationship between sponsor 1 and sponsor 2 unless they are siblings.

Please note that any application not meeting the above threshold may result in QC rework.

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Video and Telephone Translation Services

Tuesday, 15 August 2023 8:26 am

Changes to Video and Telephone Translation Services Pins

The Pins used for telephone and video translation services have now changed to align with the changes in cost centres following the restructure. Here are the new pins:

- Northern/Pacific: 6(c) (for use in Pacific offices, Henderson, NaDO and Manukau offices)
- Central/Southern: 6(c) (for use in Henderson, Palmerston North, Porirua and Christchurch offices)

Please note the existing 6(c) will be decommissioned from next week.

Instructions on how to use these services are attached as pdfs to this newsletter.

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

Parent Residence FAQ*

Thursday, 8 June 2023 1 18 pm



FAQ Parent

We are looking to establish a standard FAQ document we can send out to applicants with their ITA. In the meantime, find the most common questions here:

PARTNERSHIP

Question - I am applying with my partner for a parent residence visa. What kind of evidence of relationship should we provide?

Answer - If you and your partner are applying together for a parent residence visa, you must provide evidence of you and your partner living together in a genuine and stable relationship for a minimum of 12 months.

Your evidence should show:

- how long you and your partner have been together
- how long you've been living together
- that you live at a shared address
- that you share finances, assets, and other responsibilities
- that you spend time together, e.g., photos together, emails and social media conversations between you and your partner
- that other people recognise your relationship
- anything else you think shows you and your partner are living together in a genuine and stable relationship.

Question - My adult child and their partner are acting as our sponsors. Do we have to provide evidence of their relationship too?

Answer - Yes. If your application is supported by joint sponsors, and those joint sponsors are your adult child and their partner, you will need to provide evidence with your application that your adult child's partner who is acting as joint sponsor has been living with the sponsoring adult child for a period of at least 12 months in a partnership that is genuine and stable.

Your evidence should show:

- how long your sponsors have been together
- how long your sponsors have been living together
- that your sponsors live at a shared address
- that your sponsors share finances, assets, and other responsibilities
- that your sponsors spend time together, eg photos together, emails and social media conversations
- that other people recognise your sponsors relationship
- anything else you think shows your sponsors are living together in a genuine and stable relationship.

Question - What kind of information can we provide to demonstrate a genuine and stable relationship and at least 12 months of living together?

Answer - Evidence of a genuine and stable relationship may include but is not limited to:

- Joint ownership of residential property
- joint tenancy agreement or rent book or rental receipts
- correspondence (including postmarked envelopes) addressed to both principal applicant and partner at the same address.
- a marriage certificate for the parties;
- a civil union certificate for the parties;
- birth certificates of any children of the parties;
- evidence of communication between the parties;
- photographs of the parties together;
- documents indicating public recognition of the partnership;
- evidence of the parties being committed to each other both emotionally and exclusively such as evidence of:
 - joint decision making and plans together
 - sharing of parental obligations
 - sharing of household activities
 - sharing of companionship/spare time
 - sharing of leisure and social activities
 - presentation by the parties to outsiders as a couple.
- evidence of being financially interdependent such as evidence of
 - shared income
 - joint bank accounts operated reasonably frequently over a reasonable time
 - joint assets
 - joint liabilities such as loans or credit to purchase real estate, cars, major home appliances
 - joint utilities accounts (electricity, gas, water, telephone)
 - mutually agreed financial arrangements.

PLEASE NOTE: You are not required to provide an example of everything listed above; this information is given to you as a guidance for the type of information you may wish to provide as evidence for your genuine and stable relationship, or that of your sponsors. This list is neither definitive nor prescriptive.

Medicals

Question - We have not provided medicals before. Should we complete the medicals before submitting our application?

Answer - Yes. Applications received with no associated medicals may be refused lodgement as incomplete and lacking mandatory documents. You must provide medical and x-ray certificates for all applicants, and those certificates must be no more than 3 months old when you apply.

Out of Scope

APPLICANT FAQ:

Extension request after ITA:

"Dear XXXX,

Thank you for your email,

We do not grant extensions to the 4 month period allowed to submit a residency application.

You may submit all the documentation you have, along with evidence of attempting to obtain the other documents. Please also explain in the letter circumstances that meant you were not able to collect all the documents required.

Nga Mihi,
"

If PA is divorced:

If the applicant is divorced and the applicants ex-spouse has nothing to do with the residency application, divorce papers are not required.

If PA's husband/wife is not included in the application, do we still need to provide evidence of the partnership? NO

Do the sponsors need to provide any partnership evidence, which covers at least 12 months, proving two sponsors are in a genuine partnership if application is sponsored by adult child and their partner? YES

When do applicants need to provide NZPCs?

Applicants will only need NZPC if they have spent 12 months or more in NZ in the last 10 years.

Q: Do we need a death cert of partner that was included in EOI but is now deceased?

A: If in EOI/Appn -Yes, I'd ask for a death cert, just to confirm.
BUT if not in either EOI or appn, then I wouldn't bother

Q: What do I do when the sponsor is showing as OUT for a significant period when it appears they have been in the country?

A: RFI for evidence of travel into NZ (PPT and flight tickets). THEN get TA to raise the issue with customs movement checks people and they may be able to confirm the client has re-entered NZ and the re-entry just wasn't put into AMS.

NOTES FROM RV TRAINING 23 MAY 2023

GENERAL

- Make sure to send an acknowledgement letter or email to the client if you are pending meds, NSC, PC, etc. to let them know you are their case officer, and where their application is at
- Set monthly bring-ups for NSC, PCs, HAT etc. and write a note in AMS every time so that it's clear you are touching the application (e.g. NSC still pending)
- Satwant will provide us a document around income next week, Laura is working on getting a FAQ template that we can send out to clients when we ITA - watch this space!
- Check the EOI even at residence stage - if there is discrepant information, you will need to PPI on F&M and potentially decline
- Sponsors can support only **one** category of: biological parents, biological grandparents, legal guardians, step-parents. I.e. a sponsor cannot support a legal guardian and a grandparent

ESOL

- If the applicant is from an English-speaking country/has a degree that is taught in English, we are likely happy with that
- If the applicant has spent time in an English-speaking country (but has no evidence of employment, education taught in English, etc.) we likely wouldn't accept that
- Evidence of English study (outside of accepted test results) on its own is not acceptable, as study doesn't confirm they can actually converse and comprehend spoken English
- The goal of ESOL is that they can comfortably go to the doctor, handle admin, make friends, etc. - generally a short interview is enough to gauge this level
- Once you decide an applicant either needs to pay the ESOL tuition or obtain test results, you can no longer go back and accept other evidence - so be careful before deciding the applicant does not meet English
- When filling the determination, there is a pop-up box where you need to put what instructions were met for ESOL instructions - Satwant/Matt will be working on a guide where it goes into detail exactly how you fill this out
- If the applicants didn't specify in their application that they want to pre-purchase ESOL and said 'none of the above' or didn't answer the question, we can't assume that is their intention - clarify.

INCOME

- If the sponsor(s) submit more than two years of financials, it's best practice to assess, then communicate with them to state which years meet/don't meet, and ask **them** to nominate the two years they wish to be considered. We shouldn't choose the years ourselves
- If sponsors have provided years that overlap by one day (e.g. Year 1 ends on 1 January 2022, Year 2 begins on 1 January 2022) then you can put the second year as one day over, so it doesn't overlap - in the case where you're confident that the one day difference wouldn't affect their meeting instructions (e.g. Year 2 would now start on 2 January 2022)
- The documents we require as evidence depend on whether they're exclusively PAYE

Question – We have not provided medicals before. Should we complete the medicals before submitting our application?

Answer – Yes. Applications received with no associated medicals may be refused lodgement as incomplete and lacking mandatory documents. You must provide medical and x-ray certificates for all applicants, and those certificates must be no more than 3 months old when you apply.

Medicals can be completed by a panel physician in any country; this does not have to be the client's country of citizenship. A list of panel physicians is available at our website on the following page;

[Evidence you are in good health | Immigration New Zealand](#)

Question - I submitted medicals with my last application; can I still use them?

Answer - Yes, if;

- they were submitted with an application less than 36 months ago AND
- They were assessed as having an acceptable standard of health for that application.

If they were not submitted with an application and they are now more than 3 months old and were never assessed as being at an acceptable standard of health, you cannot use them and will need to provide new medicals.

ITA/Application TIMEFRAMES

Question - How long do I have to submit my application? Can it be extended?

Answer - You have 4 months from the date of the Invitation to Apply (ITA) to make your application. This cannot be extended. You should begin the process of compiling the necessary documentation without delay.

Question - Can we change details after an Invitation to Apply (ITA) is issued?

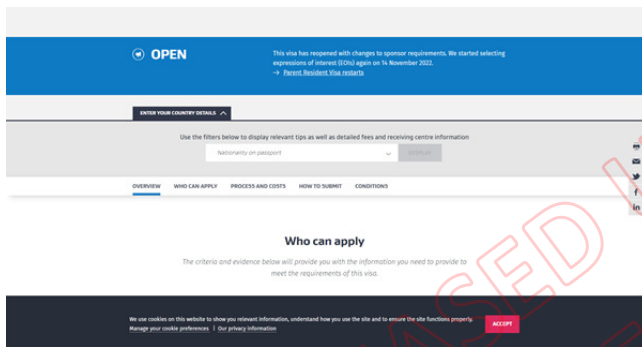
Answer - Yes, within limits. You may wish to have the principal and secondary applicants switch places, or a secondary applicant become the principal applicant in the event of the loss of a partner. You may wish to add a joint sponsor. Any changes made will be subject to assessment against immigration instructions.

Making an Application

Question - I have all the documents – how do I submit my application?

Answer - [Parent Resident Visa: Visa details | Immigration New Zealand](#)

Scroll down to a menu line that looks like this;



Click on HOW TO SUBMIT and follow the prompts by entering your country details.

Question - How do I check on the status of my application?

Answer - Contact our Immigration Contact Centre (ICC) on 0508 55 88 55 or 09 914 4100, or for those outside of New Zealand +64 9 914 4100.

Once your application is submitted, accepted and lodged it will begin processing as officers become available. You will be contacted if further information is required.

Question - How long will it take to process my application?

Answer - We do not currently have accurate timeframes regarding processing times for this category. Once we have been able to build an accurate picture of how long it will take to process them that information will be added to our website.

Question - If our sponsors do not meet the funds requirement after we apply, can I remove my partner from the application to lower the sponsorship requirements?

Answer - No. A partner who was otherwise eligible cannot be removed from a residence application in progress unless they cease to be a partner. Similarly, if the partner was eligible to be included in the residence application but was not, that partner will not be able to apply later on as the partner of a New Zealand resident.

- If sponsors have provided years that overlap by one day (e.g. Year 1 ends on 31 January 2022, Year 2 begins on 1 January 2022) then you can put the second year as one day over, so it doesn't overlap - in the case where you're confident that the one day difference wouldn't affect them meeting instructions (e.g. Year 2 would now start on 2 January 2022)
- The documents we require as evidence depend on whether they're exclusively PAYE earners, or are fully or partially self-employed.
- Screenshots are only acceptable if stamped by a JP. Sponsors are also capable of providing digitally issued documents from IRD in the form of PDFs - these we can accept as genuine
- PAYE earners can provide two periods in the 36 months preceding the ITA date
- Self-employed sponsors (fully or partially) can only declare self-employed income once every financial year. Therefore, they can only provide periods from the three financial years preceding the ITA date - this may not be the exact 36 months as the financial year is fixed 01 April - 31 March.
- If there are joint sponsors, the time periods must match. Therefore, if one sponsor is fully or partially self-employed, **both** sponsors must adhere to the financial years as their two periods.
- The exception is if partially self-employed earners who also have PAYE income meet the threshold (or joint threshold) for one period on PAYE income alone - this period does not have to be the financial year.

Sponsors:

If the applicant has not put an income down for their main sponsor, but only for the sponsors partner:

If the partner is being included as a joint sponsor, then they have to meet the minimum income requirements as a joint sponsor, i.e., the partner must supply their income summary for the same 12 month periods per instruction F4.35.5 (d) and the sponsor and partner must meet the income threshold for two 12 month periods with the 3 years with their combined income.

They would also have to meet the minimum income threshold for two sponsors

<p>General</p>	<p>Link to Parent Category T drive folder: T:\Christchurch\Team Work Visa\Parent Category 2022</p> <p>VATS: http://thelink/content/inzkit/Pages/verifying-and-assessing.aspx</p> <p>QCs: You must submit all Parent Residence applications for QC. Please send the following to this inbox s 9(2)(g)(ii)</p> <ul style="list-style-type: none"> • EOI declines • All application decisions • Character/Medical waivers <p>Parent Residence info on website: https://www.immigration.govt.nz/new-zealand-visas/visas/visa/parent-resident-visa</p> <p>Unlicensed LIAs: http://inzkit/publish/visapak/visapak/#74998.htm</p>
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Parent EOI Check

<p>Parent Residence</p>	<p>Approved residence forms (updated 14 November 2022)</p> <p>INZ 1206 Parent Category Residence NOV22.pdf https://mako.wd.govt.nz/otcs/llisapi.dll/link/135093696</p> <p>INZ 1024 Sponsorship for Residence NOV22.pdf https://mako.wd.govt.nz/otcs/llisapi.dll/link/135098493</p> <p>Calculating sponsor's income: https://www.immigration.govt.nz/new-zealand-visas/preparing-a-visa-application/support-family/supporting-visa-applications-for-family/calculating-sponsors-income-parent-resident-visa</p> <p>English language requirements: https://www.immigration.govt.nz/new-zealand-visas/preparing-a-visa-application/english-language/learning-english/learning-english-in-new-zealand</p> <p>Phone number for paying ESOL fees: s 9(2)(a)</p> <p>Find an ESOL class near you: https://www.live-work-immigration.govt.nz/live-in-new-zealand/english-language/find-an-english-language-class</p> <p>Info about ESOL classes (also written in seven foreign languages): https://tec.govt.nz/funding/funding-and-performance/funding/fund-finder/pelt/migrant-learners/</p>
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