

# Guide for international graduates studying in Australia

The Australian Association of Social Workers (AASW) is the professional association for qualified social workers in Australia. It is a self-regulating profession. The AASW is an assessing authority on behalf of the Australian Government for migration purposes against the criteria set out below.

Within the Migration and Eligibility Assessment (MEA) Team, the AASW has a role in assessing applications for people who have graduated from an AASW accredited Bachelor or Masters in Social Work and who need to apply for a skills assessment for migration visa application purposes.

The AASW has been specified by the Minister for Home Affairs in accordance with the Migration Regulations 1994 as the assessing authority for the occupation Social Worker 272511. Please refer to the Department of Home Affairs to review the occupational briefing for the occupation.

The AASW can only provide advice on applying for a skills assessment. All other questions relating to migration should be directed to the Department of Home Affairs.

On behalf of the Australian Government, AASW assess academic social work qualifications by assessing applicants' qualification against the MEA criteria set out below. The AASW also assess post-qualifying work experience for migration purposes.

## Criteria

There are three Criterion which must all be met and evidenced for a positive assessment for migration purposes:

**Criterion 1:** Proof of identity.

**Criterion 2:** Proficiency in English language to meet the AASW English language policy requirements

**Criterion 3:** Successful completion of an AASW accredited social work qualification in Australia

## Fees

Please refer to the [schedule of fees](#).

*GST stands for Goods and Services Tax; this is applicable to any goods and services transaction made within Australia. Fees are non-refundable and will be charged in Australian dollars.*

Please ensure you have the correct amount of funds available in your account before processing payment. Your application cannot be submitted until payment has been processed.

Once payment has been made, you will receive a receipt from the AASW by email confirming payment. The receipt can be used for tax purposes where applicable.

# Criteria and how to evidence

## Criterion One: Identity verification

Once you have lodged your application, you will receive an email inviting you to verify your identity with One Click Verify (OCV).

One Click Verify is a separate entity from the AASW and is used by the AASW to manage sensitive information (such as your identity documents).

Verification of identity is an important part of submitting your application. Your application will not be assessed by our team until you have completed the identity verification with One Click Verify. One Click Verify will verify the authenticity of your identity documents.

**NOTE: Please do not upload any identity documents in to the MyAASW portal when lodging your application.**

The AASW requires for all applicants to upload a minimum of three identity documents to the One Click Verify Portal. Please ensure that at least two of the three documents uploaded are photo ID documents.

The following documents can be uploaded to verify your identity:

- Passport (mandatory)
- Birth Certificate
- Australian Visa
- Immi Card issued by the Australian Government
- Driver's Licence
- Proof of Age Card
- National ID card
- Marriage Certificate
- Change of Name Certificate
- Divorce Certificate
- Change of Name by Deed Poll
- Relevant Adoption document
- IELTS Test Report

## Criterion Two: English language requirement

High-level English language skills are essential to the practice of social work in Australia. All applicants applying to have their qualification assessed must provide evidence with their application that they have proficient English language skills to work as a social worker in an English language environment.

### How to evidence this:

Submit evidence of one of the following:

1. Demonstration of evidence of English language proficiency in the International English Testing System (IELTS) Academic Test through two test sittings in a six (6) month period, provided that:
  - a minimum score of 7.0 is achieved in either one or two settings and
  - a minimum score of 7.0 is achieved in each of the four components (listening, reading, writing and speaking) in a maximum of two sittings in a six-month period, and no component score is below 6.5. Where a component score falls below 6.5, the test would not be acceptable.

### Exemption grounds

Applicants may be exempt from completing an academic IELTS test where the following evidence is provided:

2. Completed all secondary education, that was taught and assessed in English, in **Australia, Canada, New Zealand, Republic of Ireland, South Africa, United Kingdom or United States of America AND;** successfully completed (with a pass grade or higher) the equivalent of three years or more full-time tertiary study (at Bachelor Degree level or higher), that was taught and assessed in English, in **Australia, Canada, New Zealand, Republic of Ireland, South Africa, United Kingdom or United States of America.**

Applicants can evidence this with the following:

- Submission of secondary education (high school) results

- A letter from your secondary school or the relevant department of education in the country of study which states that your secondary education was successfully completed, taught and assessed in the English language
- Submission of tertiary results evidencing that you successfully completed and were taught and assessed in the English language
- If secondary and/or tertiary results cannot be supplied, a Statutory Declaration certifying that your secondary education was successfully completed, taught and assessed in the English language may also be acceptable. This must include name of school/s, years studied and country in which studied.

For more information about statutory declarations, please read our [Frequently Asked Questions page](#). Please see the [English language requirements document](#) for further details.

## Criterion Three: Successful completion of an AASW accredited social work qualification in Australia

The qualification must be an accredited [AASW Australian Social Work Qualification](#).

**NOTE: Related qualifications such as Social Care, Sociology or Psychology for example will not be accepted unless they also include a professional qualification in social work.**

**How to evidence this:**

- Qualification papers/award certificate for Bachelor or Masters degree
- Academic transcript/s or Degree supplement/s
- **Where the applicant has not formally graduated** from an accredited AASW Australian Social Work course a letter of completion from your Higher Education institution verifying that you have completed and passed all course requirements and you are eligible to graduate with a social work qualification; including the date your degree is due to be conferred.

## Documentation checklist

Qualification papers (award received e.g., Diploma, Degree, Masters paper). If your qualification is higher than Bachelor degree level please include additional documents for your undergraduate studies.

Academic transcript/diploma supplement of all qualifications to be included in the assessment. This document should show the subjects, results/mark, the length of study and whether this study was conducted full time or part time. If your qualification is higher than Bachelor degree level please include additional documents for your undergraduate studies. Evidence that qualification is [accredited](#) where such facilities exist (relevant section of course information form or web link to accreditation body).

Evidence of meeting the English language requirements (refer to [AASW ELP](#)).

Photo identification (e.g. identification page of passport, birth certificate, IELTS page, marriage/change of name certificate, national ID card, proof of age card, driver's license).

CV.

Undergraduate documents (when a postgraduate degree is held). (When applicable).

Third party authorisation form (to be used by a third party who is not a registered migration agent in Australia) /956 migration agent form. (When applicable).

Other formal qualifications (includes RPL and transfer credits). (When applicable).

If documents are issued in a language other than English, the AASW requires a NAATI translated version of the document/s and the original language document/s.

## Submit your application

To apply online you will need to create an account in the [MyAASW portal](#). You will be prompted to login/create an account when you start your online application. You will receive your account ID via email once you have created your account.

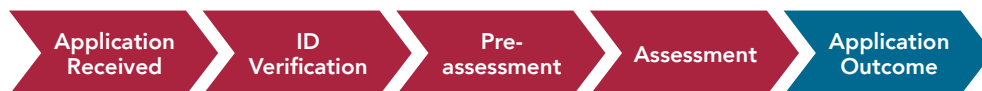
Complete your profile details, upload all the required documents, and submit your application. At the end of your application you will be prompted to securely submit payment for your application via credit/debit card.

**Note that the AASW only accepts payment by credit/debit card.**

You'll receive an email confirmation and receipt of payment when your application has been successfully submitted.

## Assessment processing times

Once you have submitted your application, you can login to your account on the [MyAASW portal](#) to check the status of your application. Online status updates appear throughout the assessment process until a decision has been made.



Please note that you will receive a status update in relation to your application during the following stages:

- Application received
- ID verification via One Click Verify
- Pre-assessment
- Assessment
- Application outcome

### Application received

Your application has just been submitted to the AASW. The AASW has received your application.

### ID verification

You will be prompted by One Click Verify to verify your identity. The AASW may contact you if a manual verification check is required as part of this process.

### Pre-assessment

The AASW will review the documentation and information submitted in your application.

**Note: The MEA team may contact you at this stage if further documentation or clarification is sought during the pre-assessment of your application. Please note that not all applicants will be contacted at this stage of the application.**

When your application is deemed complete, you will receive an email from the MEA Team informing you of this.

### Assessment

When your application is ready to be assessed by an AASW assessor, you may be contacted if further documentation/clarification is sought during this stage of your application. **Please note that not all applicants will be contacted at this stage of the application if no further information is required.**

In some instances, further information may be required to clarify issues related to the Criteria your application is assessed against. Where this is the case, your application will be placed on hold, awaiting the required further information. If no further information is required, the assessor will process the assessment of your application and determine the final outcome.

### Application outcome

You will receive an email from the AASW to inform you of the outcome of your application. If your application is successful, you will also receive a migration skills assessment outcome letter which you can use for migration purposes.

If your application is unsuccessful, you will receive an outcome letter providing details as what Criterion has been met and what Criterion have not been met in your application. Recommendation/s will be provided to you in the outcome letter advising you of what steps can be taken to obtain a successful outcome.

## Outcome decisions

If you think there has been an error at any stage of your AASW skills assessment process, you have the option to an internal review, and an external appeal, if you meet the requirements. Please refer to the [Reassessment, Internal review and External appeal page](#) on our website for further information.

- **An internal review** can be lodged when an applicant receives an unsuccessful outcome and when they believe error/s have been made in the qualification assessment or in administration of the application.
- **An external appeal** can only be lodged when an internal review has already taken place and it was unsuccessful.