



Temporary Activity (subclass 408) – Australian Government Endorsed Event (AGEE) – COVID-19 Pandemic

Online Visa Application Guide

The Temporary Activity (subclass 408) Visa must be applied for electronically using the online visa application form.

Applicants are eligible to be granted a visa if:

- they are currently in Australia
- they are unable to return home due to COVID-19 travel restrictions
- they currently hold a valid visa that will cease in 28 days or less or their visa ceased less than 28 days ago
- they wish to remain in Australia to work in critical sectors including healthcare, disability and aged care, childcare and agriculture during the COVID-19 pandemic.

For detailed information on the AGEE Stream – COVID-19 Pandemic event visa please refer to the Department’s website: <https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/temporary-activity-408/australian-government-endorsed-events>

To assist applicants to complete the online application form the below guide has been created with screen shots of the pages and questions that applicants will be required to answer.

Applications should only be lodged if the applicant’s current visa expires in 28 days or less, but can also be lodged if their visa has expired less than 28 days ago.

Applicants who hold a BVE with an intention to lodge the *Temporary Activity (408) – AGEE – COVID-19 Pandemic* event visa application must do so as soon as possible.

Required documents

At minimum, applicants must attach a high quality scanned copy of the following documents to their online AGEE application:

- Passport biodata page
- Health insurance certificate covering their period of stay in Australia
- A letter of support from the applicant's proposed employer stating the position and location of work, a statement of why they are unable to employ Australian citizens or permanent residents and the period of proposed employment

If applicable:

- If an applicant's stay in Australia will exceed 12 months in total from their first date of arrival to their intended departure, a Police Clearance Certificate(s) for any country the applicant has resided for 12 or more months in the last 10 years, immediately preceding the application lodgement date. For more information refer to <https://www.homeaffairs.gov.au/trav/visa/char>
- Complete any applicable health assessments through a Panel Doctor as prompted through ImmiAccount upon lodgement of your application.

Step 1 – Login to ImmiAccount

ImmiAccount is the 'front door' to the department's online services. Individual applicants, authorised third parties or agents need to use ImmiAccount to:

- **apply for a Visa online**
- access the My Health Declarations service
- continue a saved online application
- attach documents to an online or imported paper application
- consent to using eMedical and answer medical history questions where required
- check the progress of an online application
- update passport details online

To access ImmiAccount and the services listed above, first time users of ImmiAccount will first need to create an account or if you already have an account you will need to login through the department's website: <https://online.immi.gov.au/lusc/login>

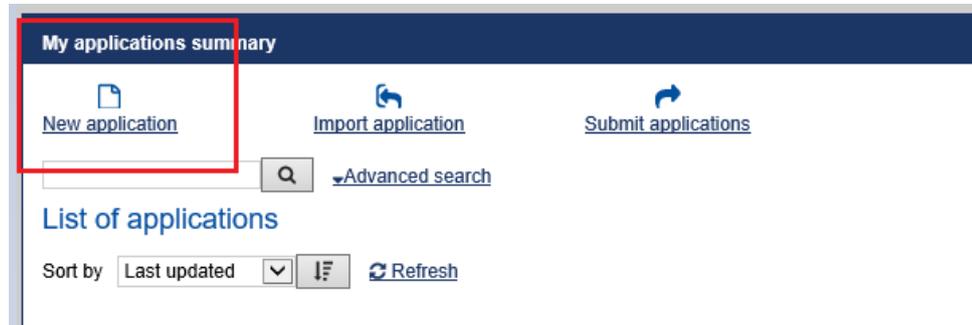
NOTE: from the login screen if you do not already have an account, click on the Create ImmiAccount button.



Step 2 – Applying for a Temporary Activity Visa (subclass 408)

Creating the online application

From the 'My Applications' page in ImmiAccount select 'New Application'



There are several online application forms available under Temporary Work (Activity). Eligible applicants will need to select the '**Temporary Activity Visa (408)** online form'

➤ Status resolution

➤ Student

➤ **Temporary Work (Activity)**

Sponsorship for Temporary Activities (403, 407, 408)

Temporary Activity Visa (408)

Temporary Graduate Visa (485)

Temporary Work - International Relations Visa (403)

Temporary Work - Short Stay Specialist Visa (400)

Temporary Work and Activity Visas (Subsequent Entrant) (403, 407, 408)

Training Nomination (407)

Training Visa (407)

➤ Visitor

➤ Work & Holiday

Application Context page

As the first page of the *Temporary Activity Visa (408)* online form, the application context page will direct the rest of the form to collect the required information for the *Australian Government Endorsed Event* application.

Applicants must ensure that they correctly declare their location as in Australia, select the Activity type as Australian Government Endorsed Events. The proposed length of stay for this visa will be considered for up to a 12 month period of stay. The dates you provide should align with the proposed period of work.

All applicants in Australia who apply for the *AGEE – COVID-19 Pandemic event* visa are eligible for **NIL VAC concession** and do not need to pay a VAC Fee to lodge this visa.

Screen shots have been provided below to highlight key information on the application form and guide you through the questions.

Application for a Temporary Activity Visa

Transaction Reference Number (TRN): EGONS1JUMC

2/24

Application context

Current location

Give details of the applicant's current location.

Current location

Proposed period of stay

Give details of the proposed period of stay in Australia.

Length of stay in Australia

Date from

Date to

Note: If granted, the stay period may be less than the period requested. The applicant should check the Grant Notification Letter to confirm their period of stay in Australia.

Select the activity that the applicant has been invited to undertake during their proposed stay.

Activity type

By selecting 'AGEE' or 'Australian government endorsed events' to this question, the applicant has identified themselves as being an accredited participant of an event that is listed on the [AGEE information](#) page.

If the event the applicant is participating in is not listed on the [AGEE information](#) page select 'No' to this question, incorrect response may result in processing delays or visa refusal.

Group processing

Is this application being lodged as part of a group of applications?

Yes No

Group Processing

The group processing function can be used if an employer or third party is lodging applications for a group of Seasonal Worker Programme Visa holders.



Visa Application Charge Concession

The *AGEE – COVID-19 Pandemic event* visa application is **VAC Free**. Applicants are required to select YES to the VAC concession question and select NIL VAC and Confirm as per below.

Visa application charge concession

Is the applicant eligible for a Visa Application Charge (VAC) concession? Yes No

Give details

Select the eligible VAC Reduced VAC Nil VAC

Warning!

The VAC concession is only available in limited circumstances. The organisation inviting or sponsoring the visa applicant for the purpose of this application will advise the applicant if they are eligible. Evidence of eligibility will be required. If the visa applicant claims a VAC concession and they are not eligible, then the application is invalid and will not be processed.

Primary Applicant Details

Primary applicant details must be entered and match the details of the applicant's current passport.

Application for a Temporary Activity Visa
Transaction Reference Number (TRN): EGONS1JUMC 3/24

Primary applicant
Information: Entering names incorrectly may result in denial of permission to board an aircraft to Australia, or result in delays in border processing on arrival to Australia, even if the applicant has been granted a visa.

Passport details
Enter the following details as they appear in the applicant's personal passport.

Family name: [Field]
Given names: [Field]
Sex: Female Male Other
Date of birth: 14 Feb 1973
Passport number: 123456
Country of passport: FIJI - FJI
Nationality of passport holder: FIJI - FJI
Date of issue: 04 Apr 2019
Date of expiry: 08 Apr 2029
Place of issue / issuing authority: Fiji
It is strongly recommended that the passport be valid for at least six months.

National identity card
Does this applicant have a national identity card? Yes No

Place of birth
Town / City: [Field]
State / Province: [Field]
Country of birth: FIJI

Relationship status
Relationship status: Never Married

Critical data confirmation

The applicant must check that all the details on this page are correct before proceeding to the next page.

Application for a Temporary Activity Visa
Transaction Reference Number (TRN): EGONS1JUMC 4/24

Critical data confirmation
All information provided is important to the processing of this application.
If the information included on this page is incorrect, it may lead to denial of permission to board an aircraft to Australia, even if a visa has been granted.
Confirm that the following information is correct and that it is in the correct fields.

Family name	Family Name
Given names	Given Name
Sex	Male
Date of birth	14 Feb 1973
Country of birth	FIJI
Passport number	123456
Country of passport	FIJI - FJI

Is the above information correct? Yes No

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Additional identity questions and previous travel to Australia

All applicants applying for the *AGEE – COVID-19 Pandemic* event visa must currently be in Australia to be granted a visa. Applicants must ensure that they provide their previous passport details if they have obtained a new passport since arriving in Australia and also their Visa Grant Number (if known). This can be found on the Visa Grant Notification letter.

Application for a Temporary Activity Visa

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Additional identity questions

Provide further details below, where available.

Previous travel to Australia

Has this applicant previously travelled to Australia or previously applied for a visa?
 Yes No

Previous passports

Does this applicant have previous passports that have been used to travel to Australia?
 Yes No

Grant number

Does this applicant have an Australian visa grant number?
 Yes No [?](#)

Australian visa grant number (if known)

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Completing Health Assessments

If the applicant completed the required health examinations prior to lodging their 408 – AGEE visa application or has completed a health assessment with a panel doctor in the last 12 months, they can notify the department of the details on page 3 of their online application. It is important that the correct HAP ID of the completed medical examination is entered to enable the medical results to be easily identified and linked to the application.

Health examination

Has this applicant undertaken a health examination for an Australian visa in the last 12 months?
 Yes No [?](#)

Give details

HAP ID (if available) [?](#)

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Accompanying members of the family unit

Some visa programs do not allow family members to be included on a visa application. This applies to the Seasonal Worker Programme, Pacific Labour Scheme and Working Holiday Maker. If you are a current visa holder of one of these programs you are not able to include accompanying members of your immediate family (for example spouse or dependent child) on this visa application.

Application for a Temporary Activity Visa

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Accompanying members of the family unit
Are there any accompanying members of the family unit included in this application?
 Yes No

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Contact Details

Applicants should enter their current contact details in Australia.

Contact details

Country of residence
Usual country of residence FIJI

Department office
The applicant may be required to attend an Australian Government Office for an interview. Which is the closest office to the applicant's current location?
Office Australia, Brisbane Regional Office

Residential address
Note that a street address is required. A post office address cannot be accepted as a residential address.
Country AUSTRALIA
Current Address in Australia
Address
Suburb / Town
State / Territory
Postcode

Postal address
Is the postal address the same as the residential address?
 Yes No

Contact telephone numbers
Enter numbers only with no spaces.
Home phone 0123456789
Business phone
Mobile / Cell phone

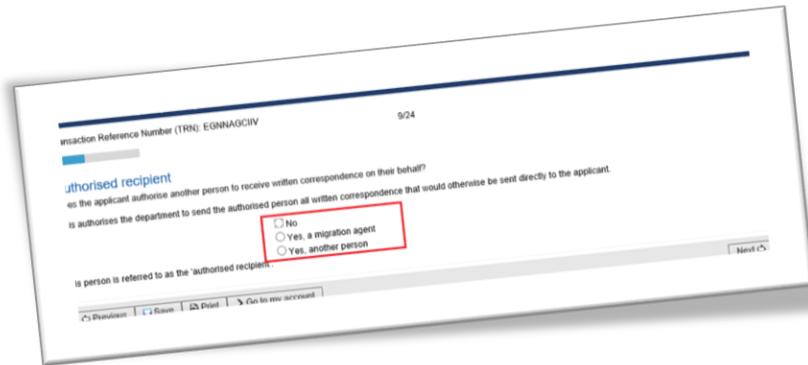
Email address
Email address test@inet.net.au

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Authorised recipient

Applicants can either lodge their application independently, or authorise a third party to communicate with the Department on their behalf. Applicants can nominate an authorised recipient at the below section of the form.

If a third party is nominated, the applicant will be requested to complete and attach form 995 or form 995a at the end of the application in immiaccount. **This form MUST be completed correctly and signed by the applicant and the authorised recipient.** This authorises the department to communication with only the third party during the processing of the application.



The screenshot shows the 'Authorised recipient' section of the application form. It includes the Transaction Reference Number (TRN) EGNNAGCIV and the date 9/24. The text asks if the applicant authorizes another person to receive written correspondence on their behalf and if they authorize the department to send the authorized person all written correspondence that would otherwise be sent directly to the applicant. There are three radio button options: 'No', 'Yes, a migration agent', and 'Yes, another person'. The 'Yes, another person' option is selected and highlighted with a red box. Below the options, there is a field for the authorized person's name, which is currently empty. A 'Next >' button is visible at the bottom right of the section.

Australian Organisation Details and Registration identifier

On this page applicants will be required to enter the details of their proposed employer in Australia. Applicants will also be required to provide a letter of support from their employer with the application.

Applicants will need to enter the following information in these fields:

Legal Registered Name: Name of proposed employer

Note: *If your employer is a Temporary Activities Sponsor (TAS) please use their TAS name here*

Trading Name: Trading name of your employer if different to the Legal Registered Name

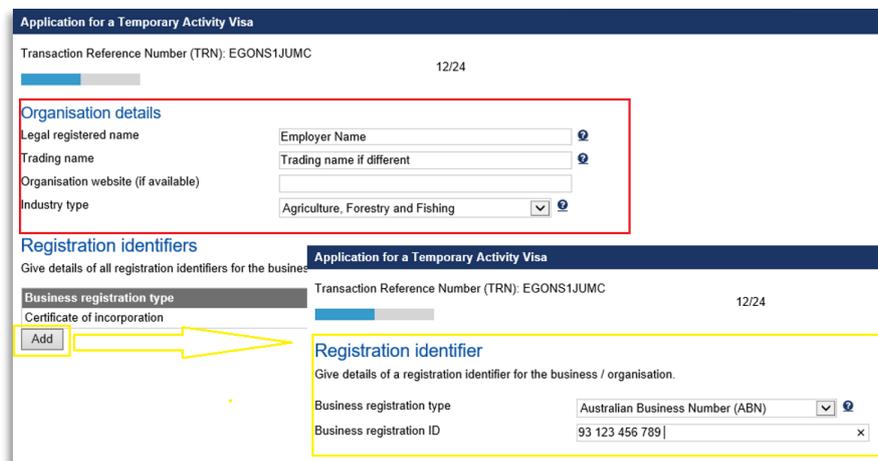
Industry Type: For example, Agriculture, Forestry and Fishing

Business Registration Type: Australian Business Number (ABN) or (ACN)

Business Registration ID: 93 xxx xxx xxx

Office Address: Employer's business address

Contact Person details / telephone numbers: Employer's name and contact details



The screenshot shows two sections of the application form. The top section is titled 'Organisation details' and includes fields for 'Legal registered name' (Employer Name), 'Trading name' (Trading name if different), 'Organisation website (if available)', and 'Industry type' (Agriculture, Forestry and Fishing). The bottom section is titled 'Registration identifiers' and includes a table for adding registration identifiers. The table has columns for 'Business registration type' and 'Business registration ID'. An 'Add' button is highlighted with a yellow arrow pointing to the 'Add' button in the table. The table contains one entry with 'Business registration type' set to 'Australian Business Number (ABN)' and 'Business registration ID' set to '93 123 456 789'.

Activity Details

On the Activity page applicants need to enter details of the applicant's employment position/role and the dates of intended employment.

In capturing the applicant's occupation, the online form provides a drop down list of occupations. To find the Occupation that matches your role, refer to this look up table of occupations - [Australian and New Zealand Standard Classification of Occupations \(ANZSCO\)](#).

Event Details

The applicant **MUST** select **COVID-19 Pandemic** from the Event Name drop down list. In providing details about the applicant's role in the event, applicants can either include their current visa (for example WHM or SWP) or they can provide further details about their proposed employment.

Application for a Temporary Activity Visa

Transaction Reference Number (TRN): EGONS1JUMC 14/24

Activity

Position details
Give details of the type of activity the applicant will be undertaking in Australia.

Position: Picker
Occupation grouping: Other
Occupation (ANZSCO): Fruit or Nut Picker
Duties / activities: Enter any additional details here

Events

Give details of the event(s) in which the applicant will participate.

Event name	Date from	Date to	Actions
COVID-19 Pandemic	7 Apr 2020	30 Oct 2020	Edit Delete

Add

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Application for a Temporary Activity Visa

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Event details

Give details of the event.

Event name: COVID-19 Pandemic
Date from: 07 Apr 2020
Date to: 30 Oct 2020
Applicant's role in event: SWP
Applicant's role description: SWP

Confirm

Events

Give details of the event(s) in which the applicant will participate.

Event name	Date from	Date to	Actions
COVID-19 Pandemic	7 Apr 2020	30 Oct 2020	Edit Delete

Add

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Health Insurance

The applicant will need to provide the name of the health insurance provider who will cover them for the period of stay in Australia. Evidence of the health insurance certificate will need to be attached to the application.

The screenshot shows a web form titled "Application for a Temporary Activity Visa". At the top, it displays the Transaction Reference Number (TRN) as "EGNNAGCIIV" and a progress indicator "20/24". The section is titled "Give details of the health insurance." and includes the following fields:

- Applicant(s) covered: A dropdown menu with a question mark icon.
- Type of health insurance cover: A text input field.
- Name of health insurer: A text input field.
- Period covered by health insurance: Two date pickers labeled "Date from" and "Date to".

At the bottom of the form, there are two buttons: "Cancel" on the left and "Confirm" on the right. The "Confirm" button is highlighted with a red rectangular box.

Declaration pages

The declaration pages requires a 'Yes' or 'No' response to each question. Applicants need to read each declaration carefully and respond according to their personal circumstances. This includes Health declarations, Character declarations, General declarations, Payment for Sponsorship declaration and the Values Statement.

If the application is being completed by a third party (for example a Sponsor or employer accurate responses to all declarations must be sought and provided. **Applicants who provide false or misleading information in their visa application including answers to health or character or general declarations may have their visa refused and could impact the outcome of future visa applications with the Department.**

The screenshot shows two overlapping sections of the visa application form. The top section is titled "Health declarations" and contains the following questions:

- In the last five years, has any applicant visited or lived, outside their country of passport, for more than 3 consecutive months? Do not include time spent in Australia. (Radio buttons for Yes and No, with No selected.)
- Does any applicant intend to enter a hospital or a health care facility (including nursing homes) while in Australia? (Radio buttons for Yes and No, with No selected.)
- Does any applicant intend to work as, or study to be a doctor, dentist, nurse or paramedic during their stay in Australia? (Radio buttons for Yes and No, with No selected.)
- Does any applica...
- Does any applica...
- Has any applica...

The bottom section is titled "Character declarations" and contains the following questions:

- If the applicant answers 'Yes' to any of the character declarations they must give all relevant details. For combined applications, state which applicant the declaration applies to.
- If the matter relates to a criminal conviction, provide:
 - the date and nature of the offence
 - the details of the sentence
 - any period of imprisonment or other detention
 - states of any period of imprisonment or other detention that is currently awaiting legal action?(Radio buttons for Yes and No, with No selected.)
- Has any applicant ever been charged with any offence that is currently awaiting legal action? (Radio buttons for Yes and No, with No selected.)
- Has any applicant ever been convicted of an offence in any country (including any conviction which is now removed from official records)? (Radio buttons for Yes and No, with No selected.)
- Has any applicant ever been the subject of an arrest warrant or Interpol notice? (Radio buttons for Yes and No, with No selected.)
- Has any applicant ever been the subject of an arrest warrant or Interpol notice? (Radio buttons for Yes and No, with No selected.)
- Has any applicant ever been found guilty of a sexually based offence involving a child (including where no conviction was recorded)? (Radio buttons for Yes and No, with No selected.)

Below these sections, there is a "Paying for visa sponsorship" section with a warning: "Giving false or misleading information is a serious offence." and a question: "The applicant declares that no persons included in this application have engaged in or conducted that constitutes a contravention of subsection 245A(1) of the Migration Act 1958." (Radio buttons for Yes and No, with No selected.)

Providing supporting evidence and where to attach it

Applicants will also be required to attach supporting documentation. It is essential that all applicants provide;

- a scanned copy of the **passport bio data page** (Travel Document)
- a **letter from their proposed employer** (*Evidence of invitation to participate – Letter/Statement from Government, State*)
- a copy of the **health insurance certificate** which will cover them for their period of stay in Australia (*Evidence of Health Insurance*)
- a current **Police Clearance Certificate** (*Evidence of Character*) if prompted to provide one.

Further information regarding character requirements is available on the department's website: <https://www.homeaffairs.gov.au/trav/visa/char>

Depending on the applicant's circumstances, they may be required to undergo medical examinations in Australia. After the application is submitted, if this is required, applicants will be prompted in ImmiAccount through a generated health link and instructions.

If unable or exempt from attaching all documents, click on the 'Next' button and on the pop up screen provide a reason why the documentation has not been attached. You can now submit the application for processing but please note the Department may make a decision on the information provided with the application so we recommend that you provide the above essential documentation when submitting an application.

The screenshot displays the document upload section of an online visa application. At the top, it states "0 attachments received of 60 maximum." Below this, there are sections for "Required" and "Recommended" documents. The "Required" section includes:

- Invitation to participate, Evidence of** (0 Received): This section is highlighted with a red box and contains an "Add documents" form with fields for Document Type (a dropdown menu), Description, and File names, along with a "Browse..." button.
- Health Insurance, Evidence of** (0 Received): This section is also highlighted with a red box.
- Travel Document** (0 Received): This section is highlighted with a red box.

The "Recommended" section includes:

- Identity, Evidence of** (0 Received)

A pop-up dialog box titled "Providing supporting evidence" is overlaid on the bottom right. It contains the following text:

Not all required evidence has been provided. The department strongly recommends that all required evidence be provided before submitting to assist in processing the application.

Explain why evidence cannot be provided at this time *

Required

The dialog box has "Cancel" and "Confirm" buttons.

Submitting the application

After the applicant has attached the required documentation and completed the form, the application can be submitted.

IMPORTANT REMINDER - the **AGEE-COVID-19 Pandemic visa application is VAC free**. Applicants do not need to pay. If applicants are prompted to enter credit card details they need to return to the first page of the application and select Visa Application Charge Concession –Yes - **NIL VAC**.

When the application has been lodged successfully and received by the Department applicants can monitor the progress of their application through ImmiAccount.

Application for a Temporary Activity Visa

Transaction Reference Number (TRN): EGONS1JUMC

Submit Application

This application is now ready to submit. You can submit it now or return to your account and submit it at a later date.

Your application will not be processed until after it is submitted.

Verify Email

The email address below was specified as the address for all communication about this application:

test@inet.net.au

This address has not been verified by the email account holder.

You can request a [new verification email](#).

Submit Now

Print Go to my account

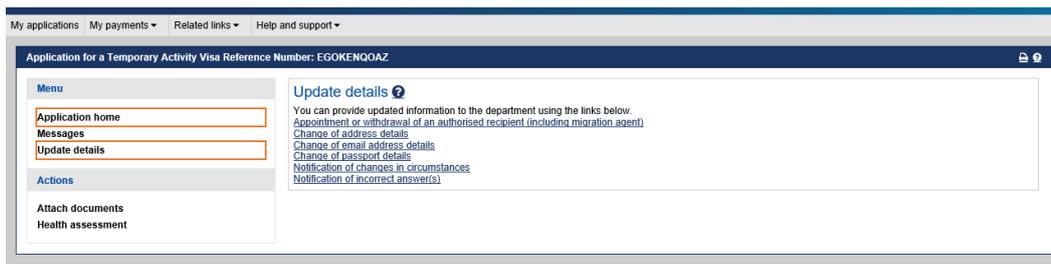
Tips and Tricks

1. While completing an online application, if you need to take a break you can 'Save' the application and exit back to the immiaccount home page. These options are available at the bottom of the form.



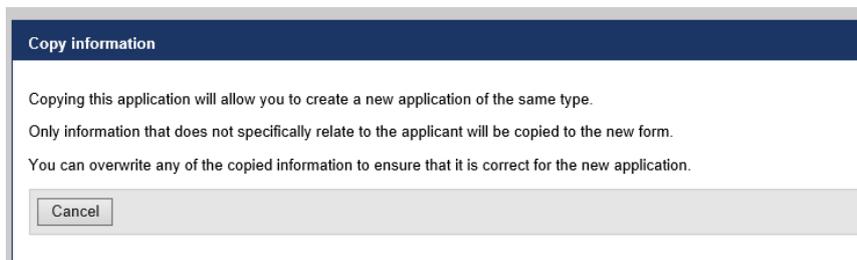
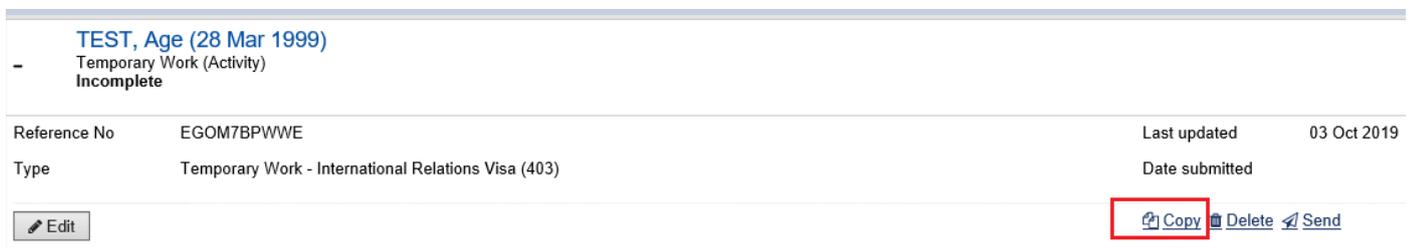
2. Note down your Transaction Reference Number (TRN) and use this for communication with the Department.
3. Checking the status and processing time frames of the application, additional requests of information, providing documents and updating individual circumstances can all be facilitated through the ImmiAccount that was used to lodge the application.
4. If there is a **mistake or incorrect information provided** in the application form, applicants can notify the Department using the [Update Details](#) link in ImmiAccount.

Transaction Reference Number (TRN): EGOGCTE6L5



5. To lodge a group of applications with similar information, **ImmiAccount provides a 'copy' function**. This provides an opportunity to copy information from a completed SWP application into a new application of the same type.

6.



The copy function does not copy all information, just the information that will be the same for the whole group such as:

- Period and Purpose of stay; Group processing; Visa application charge; Authorised recipient; Australian organisation including contact person; and Activity information.

Any of the copied information can be overtyped/edited to ensure that it is correct for the new application.

Please note: Information specific to the individual applicant that will not be copied includes, personal bio data, passport details, and travel history as well as all declarations.