**Subclass 408 Visa Request Form for Invited Researcher**

*Please complete this form if you are requesting a visa for an invited researcher, who may or may not be remunerated and/or may also have an employment offer.*

***Invited Academic Researcher:*** *If you are requesting a visa for an invited academic researcher, please complete the* ***General Section*** *(****Section A****) as well as* ***Academic Researcher*** *(****Section B****).*

***OR***

***Invited Research Student***

*Home Affairs defines as an applicant currently enrolled or who has completed postgraduate studies within past 12 months) as an Invited Research Student – this is fine for postdocs – for these applicants, please complete the* ***General Section*** *(****Section A****) as well as* ***Research Student*** *(****Section C****).*

*Please return this completed form as an attachment in MSWord format. Please do not convert to pdf. Please return to your Human Resources Team who will pass on to Visa Lawyers with a formal request for assistance.*

**SECTION A – FOR ALL INVITED RESEARCHERS – GENERAL INFORMATION**

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| **Requesting**  | **Response** |
| **Name of host supervisor/collaborator[[1]](#footnote-1)** |  |
| **Host supervisor’s email address** |  |
| **Invited researcher’s full name** |  |
| **Invited researcher’s date of birth** | Click or tap to enter a date. |
| **Invited researcher’s email** |  |
| **PhD conferral date** | Click or tap to enter a date. |
| **Invitee’s Google Scholar Profile link** |  |
| **Number of invited researcher’s accompanying family members** |  |
| **Host Australian University / Research Institute (sponsor) name** |  |
| **Name of host Faculty/ School/ College/ Division in Australia** |  |
| **Campus name & physical address where research will be conducted in Australia** |  |
| **Visit Start Date** | Click or tap to enter a date. |
| **Visit End Date** | Click or tap to enter a date. |
| **Confirm that hours of research are full-time** | [ ]  Yes, full-time [ ]  No  |
| **Will researcher be funded/paid by sponsoring Australian institution?** | [ ]  Yes [ ]  No |
| **If yes, provide amounts to be paid as lump sum/ per week/ per month / other** |  |
| **Will a stipend / airfares / meals / living allowance be paid?** | [ ]  Yes [ ]  No**Amount(s):**  |
| **Is this research covered by / contributing to an Australian Government Grant-Funded Project** | [ ]  Yes [ ]  No *If Yes, please list*Grant Agency: Grant ID: Grant Title: Total Grant Funding: Funding Term (start & end year):  |
| **Other Australian funding for the project:** |  |
| **VLA Professional Fees to be paid by** | [ ]  Host Uni/Research Institute [ ]  Visa Applicant |
| **Visa Application Charges to be paid by** | [ ]  Host Uni/Research Institute [ ]  Visa Applicant |

*COMPLETE FOR ALL*

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| **Section A – Continued - Planned Research and Other Activities During Visit** |
| **Estimate Percentage of Time that Visiting Researcher Will Spend On** *(complete all that apply – note some may not apply – time should add up to 100%)* | 1. Own Research belonging to overseas (home) institution enter %
2. Collaborative Research with host university academic(s) enter %
3. Undertaking teaching, presenting masterclasses classes etc enter %
4. Supervision and/or mentoring activities enter %
5. Presenting invited lectures / presentations to a closed group enter %
6. Presenting invited lectures / presentations to an open forum enter %
7. Attending presentations to an open/closed group enter %
8. Informal training activities enter %
9. Meetings with academics – no research activities enter %
10. Auditing lectures enter %
11. Undertaking literature reviews for own research enter %
12. Undertaking literature reviews for collaborative research enter %
13. Field work for own research enter %
14. Field work in collaboration with host university academic(s) enter %
15. Undertaking experiments and/or laboratory work enter %
16. Preparing Australian grant proposal enter %
17. Preparing foreign grant proposal enter %
18. Job interview enter %
19. Contract and/or other negotiations enter %
20. Business meetings, theoretical and/or planning discussions enter %
21. Other – please state: enter %

 **TOTAL 100%** |
| **Please provide relevant details in relation to the ‘other’ component:** |  |

***Please continue to***

***Section B – (Academic Researcher)***

***or to***

***Section C – (Research Student) – also appropriate for postdocs within 12 months of degree completion***

**SECTION B – FOR INVITED ACADEMIC RESEARCHERS ONLY**

Academic Researcher Visa Requirement: Please note that it is a requirement of this visa subclass that the applicant has a significant record of achievement in their field and seeks to [enter](https://legend.online.immi.gov.au/migration/2017-2020/2017/21-10-2017/legend_current_ma/Pages/_document00000/level%20100002.aspx#JD_5-enterdefinition) / remain in Australia to:

1. visit an Australian tertiary or research institution; where they will
2. observe or participate in an Australian research project/program; which will involve
3. collaborating with academics who are Australian citizens/permanent residents and who are employed by the host institution.

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| **Required Information for Visa** | **Response** |
| **Name of overseas university where invitee is or was employed** |  |
| **Employment status at above institution** *(delete as applicable)* | [ ]  Currently employed [ ]  Has ceased employment |
| **Collaborators on the research project based at the sponsoring university and who are Australian citizens/permanent residents** | ***Title*** | ***Name*** | ***Position*** |
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| **Australian-based Collaborative Research Project Details** |
| **Research Project Title/Topic** |  |
| **Nature of Research***(Approximately 25-30-words describing methodology employed to achieve the aims, eg, the project will employ XXX to examine YYYY.)* |  |
| **Aim and scope of Australian-based research project** *(Approximately 150-word abstract providing an overview of the aims, scope, methods, and expected outcomes of the research project)* |  |
| **Justification for research project***(Please provide 2-5 sentences outlining the research context, reason for the research, and the possible benefits that may result)* |  |
| **List any Australian research funding supporting this project***(Please name funding source(s), grant value of each, and grant duration of each)* |  |
| **Details of invitee’s significant record of achievement in their field***(Please provide 2-5 sentences detailing career highlights, achievements, significant publications, & research impact etc)* |  |
| **How invitee’s skills/knowledge will benefit the research project** *(Please provide 2-5 sentences demonstrating this)* |  |
| **Note any high-impact publications in reputable peer-reviewed journals. If many such publications, list top three. If early-career, list top three in reputable, peer-reviewed journals.** |  |
| **Duties of the invitee in relation to the research project while in Australia***(Please provide 5-10 duties to be performed in undertaking the research - please keep broad enough to facilitate flexibility in research scope -* ***suggested duties provided should be edited to reflect the research context*** *and may be retained or omitted as applicable)* | * Undertaking comprehensive literature reviews and analysis that thoroughly examines the selected research project topic(s)
* Refining research project aims and outlines in consultation with collaborators, as appropriate
* Developing and refining central hypothesis/hypotheses for testing
* Reviewing and finalising project design, aims and anticipated outcomes; establish a feasible plan for completion of project.
* Preparing and submitting University and other required ethics applications as required
* Undertaking research and prioritising research tasks to meet agreed deadlines
* Conducting preliminary/pilot studies including gathering, collating and analysing data
* Conducting follow-on studies to validate and extend preliminary findings
* Devising a clear publication plan and preparing draft manuscripts based on research undertaken at the University for publication
* Preparing for and presenting findings at workshops, seminars, colloquia and/or conferences
* Establishing and maintaining good collaborative working relationships with other researchers at the University
 |
| **Confirm that the invitee will provide their findings to the sponsoring Australian university/research institute and recognise the sponsoring Australian university/research institute in any publications derived from the proposed research** | [ ]  Yes [ ]  No |

**End of Academic Researcher Form – see next section for Student Researcher/Postdoc**

**SECTION C – FOR INVITED RESEARCH STUDENTS ONLY – *this visa stream is acceptable for postdocs***

Research Student Visa Requirement: Please note that it is a requirement of this visa subclass that the applicant seeks to enter or remain in Australia to:

1. Visit an Australian tertiary or research institution; to
2. undertake a research project; which is
3. closely related to the course of study in which the student is enrolled at the foreign educational institution or was enrolled within the prior 12 months.

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| **Required Information for Visa** | **Response** |
| **Name of overseas university where invitee is or was enrolled** |  |
| **Enrolment status at above institution** *(if neither apply, please complete Section B instead of Section C)* | [ ]  Currently enrolled [ ]  Completed postgraduate studies in last 12 months |
| **Course of study or recently completed** |  |
| **Name and position of supervising Senior Academic based at sponsoring Australian university/research institute who will be responsible for research student** | ***Title*** | ***Name*** | ***Position*** |
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| **Details of Research Project Closely Related to Course of Study** |
| **Research Project Title/Topic** |  |
| **Nature of Research***(Approximately 25-30-words describing methodology employed to achieve the aims, eg, the project will employ XXX to examine YYYY.)* |  |
| **Aim and scope of research project that is closely related to the course of study in which the student was/or is enrolled at their overseas institution** *(Approximately 150 word abstract providing an overview of the aims, scope, methods, and expected outcomes of the research project)* |  |
| **Justification for research project***(Please provide 2-5 sentences outlining the research context, reason for the research, and the possible benefits that may result)* |  |
| **How invitee’s skills/knowledge will benefit the research project** *(Please provide 2-5 sentences demonstrating this)* |  |
| **Note which of their publications appear in reputable peer-reviewed journals. If any are in high-impact journals, please highlight.** |  |
| **Duties of the invitee in relation to the research project while in Australia***(Please provide 5-10 duties to be performed in undertaking the research - please keep broad enough to facilitate flexibility in research scope -* ***suggested duties provided should be edited to reflect the research context*** *and may be retained or omitted as applicable)* | * Undertaking comprehensive literature reviews and analysis that thoroughly examines the selected research project topic(s)
* Refining research project aims and outlines in consultation with collaborators, as appropriate
* Developing and refining central hypothesis/hypotheses for testing
* Reviewing and finalising project design, aims and anticipated outcomes; establish a feasible plan for completion of project.
* Preparing and submitting University and other required ethics applications as required
* Undertaking research and prioritising research tasks to meet agreed deadlines
* Conducting preliminary/pilot studies including gathering, collating and analysing data
* Conducting follow-on studies to validate and extend preliminary findings
* Devising a clear publication plan and preparing draft manuscripts based on research undertaken at the University for publication
* Preparing for and presenting findings at workshops, seminars, colloquia and/or conferences
* Establishing and maintaining good collaborative working relationships with other researchers at the University
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**End of Student Researcher Form**

1. This questionnaire to be completed by Australian host not by invitee [↑](#footnote-ref-1)