

STATUTORY DECLARATION

(1) Here insert name, address and occupation of person making the declaration.

I, (1)

(2) Here insert student's name.

being the parent/guardian of (2)

* Definition of full time study is 720 student contact hours in a year. See over for ref.

do solemnly and sincerely declare that my son/daughter (2)

** Notify HEA if full time student status changes within the year.

- 1. is occupied in full time studies* under my responsibility to the end of this calendar year**,
- 2. and the passport photo and signature *** attached to this declaration are a recent photo and signature of my son/daughter named here.

*** For inclusion on his/her student ID card.

I make this solemn declaration by virtue of the *Statutory Declarations Act 1959* as amended and subject to the penalties provided by that Act for the making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

(3) Signature of person making the declaration.

(3)

Declared at

on

, ,

before me,

(4)

(4) Signature of person before whom the declaration is made.

(5)

(5) Here insert title of person before whom the declaration is made.

See reverse for list of authorized persons

NOTE 1.-A person who willfully makes a false statement in a statutory declaration under the *Statutory Declarations Act 1959* as amended is guilty of an offence against that Act, the punishment for which is a fine not exceeding \$200 or imprisonment for a term not exceeding six months or both if the offence is prosecuted summarily, or imprisonment for a term not exceeding four years if the offence is prosecuted upon indictment.

NOTE 2.-A statutory declaration under the *Statutory Declarations Act 1959* as amended may be made only before a Chief, Police, Resident or Special Magistrate; Stipendiary Magistrate or any Magistrate in respect of whose office an annual salary is payable; a Justice of the Peace; a person authorized* under any law in force in Australia or its Territories to take affidavits; a person appointed under the *Statutory Declarations Act 1959* as amended or under a State Act to be a Commissioner for Declarations; a person appointed as a Commissioner for Declarations under the *Statutory Declarations Act 1911*, or under that Act as amended, and holding office immediately before the commencement of the *Statutory Declarations Act 1959*; a Notary Public; a person before whom a statutory declaration may be made under the law of the State in which a declaration is made; or a person appointed to hold, or act in, the office in a country or place outside Australia of Australian Consul-General, Consul, Vice-Consul, Trade Commissioner, Consular Agent, Ambassador, High Commissioner, Minister, Head of Mission, Commissioner, Charge d'Affaires, or Counsellor, Secretary or Attache at an Embassy, High Commissioner's office, Legation or other post.

* For AUSTUDY entitlement, the Department of Education, Training and Youth Affairs regards a normal full-time study load as 720 student contact hours in a year in an accredited course, and any student undertaking 540 hours or more is regarded as a full-time student. For the purposes of this document you are declaring that your son/daughter is undertaking a min. 540 hours of full-time study this year under your supervision.

Statutory declarations need to be witnessed in the State or Territory in which it is executed. The following is a State and Territory list of persons who can witness statutory declarations.

A person authorised under a law in a State or Territory to practise as a member of one of the following professions:

- Chiropractor
- Dentist
- Legal practitioner
- Medical practitioner
- Nurse
- Patent attorney
- Pharmacist
- Physiotherapist
- Psychologist
- Veterinary surgeon

- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- Member of the Institute of Corporate Managers, Secretaries and Administrators
- Member of the Institution of Engineers, Australia, other than at the grade of student
- Member of:
 - the Parliament of the Commonwealth; or
 - the Parliament of a State; or
 - a Territory legislature; or
 - a local government authority of a State or Territory

Any of the following persons:

- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- Australian Consular Officer, or Australian Diplomatic Officer,
- Bailiff
- Bank officer with 5 or more continuous years of service
- Building society officer with 5 or more years of continuous service
- Chief executive officer of a Commonwealth court
- Civil marriage celebrant
- Clerk of a court
- Commissioner for Affidavits
- Commissioner for Declarations
- Credit union officer with 5 or more years of continuous service
- Fellow of the National Tax Accountants' Association
- Finance company officer with 5 or more years of continuous service
- Holder of a statutory office
- Judge of a court
- Justice of the Peace
- Magistrate
- Master of a court
- Member of the Association of Taxation and Management Accountants
- Member of the Australian Defence Force who is:

- Minister of religion registered under Division 1 of Part IV of the Marriage Act 1961
- Notary public
- Permanent employee of:
 - the Commonwealth or of a Commonwealth authority; or
 - a State or Territory or of a State or Territory authority; or
 - a local government authority; with 5 or more years of continuous service who is not specified in another item in this Part
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Police officer
- Registrar, or Deputy Registrar, of a court
- Senior Executive Service officer of the Commonwealth, or of a State or Territory, or of a Commonwealth, State or Territory authority
- Sheriff
- Sheriff's officer
- Teacher employed on a full-time basis at a school or tertiary education institution

- an officer; or
- a non-commissioned officer within the meaning of the Defence Force Discipline Act 1982 with 5 or more years of continuous service; or
- warrant officer within the meaning of that Act

The title of the witness written after the signature shall be evidence of the persons identity and authority.