

## CRSA's programs require all group members to have a valid National Criminal History Check and Working with Children Check.

### How to apply for a National Criminal History Check (AFP Check):

- 1** You can apply for a National Criminal History Check [here](#) (this is cheaper and faster than applying directly to the Australian Federal Police). You should apply for an individual police check (Volunteer Check), which costs **\$29.00**. Processing times are 1-2 days for 70% of applications, and 3-12+ days for 30% of applications. Please note you will need to scan hard copy ID documents and upload them as PDFs to the AFP Check application form. Screenshots of digital drivers licences or similar are not accepted.
- 2** List the reason for the check as 'Refugee mentor' and the level of contact as 'Unsupervised contact'. If unsupervised contact is not specified on the check, we will ask you to obtain a new one.
- 3** Police checks are done at a point in time, they do not have an expiry date, therefore we cannot accept old checks previously obtained. We will only be accepting valid police checks that meet the above requirements that are no older than 6 weeks from date of application.



### How to apply for a Working with Children Check (WWCC) or equivalent:

- 1** The process for applying for a WWCC varies by state/territory. You should apply for a volunteer check, which are generally free. Please note you will need to scan hard copy ID documents and upload them as PDFs to the WWCC application form. Screenshots of digital drivers licences or similar are not accepted.
- 2** If you are in NT, QLD, or WA, you will need a non-profit organisation to sponsor your WWCC application. Given the potential scale of this exercise we strongly encourage you to find a local organisation (eg. sporting club, charity, community organisation or place of worship ) to sponsor the check. As a last resort, you can email Nicole Watkins at [Nicole.watkins@refugeesponsorship.org.au](mailto:Nicole.watkins@refugeesponsorship.org.au) to help you find an organisation that can assist you with this.
- 3** If you already have a valid WWCC for the state/territory from which you will be participating in the GMP you do not need to obtain a new one. If your WWCC/Blue Card is due to expire in the next 6 months, you will need to provide us with the updated clearance once obtained to continue to participate in the program.



### For application details by state/territory click on the links below:

- [ACT](#) (NB: if you have an ACT WWCC expiring on or after 16 March 2020, its validity has been extended due to COVID-19)
- [NSW](#) (NB: New NSW WWCCs can take up to ten weeks to be processed)
- [NT](#)
- [QLD](#)
- [SA](#)
- [TAS](#)
- [VIC](#)
- [WA](#)

