

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

How to apply for a National Police Check:

- 1 You can apply for a National Police Check using [CRSA's secure application portal via Intercheck here](#) (this is cheaper and faster than applying directly to the Australian Federal Police).

This application link is preset to run a check following the below criteria:

Check Type: Volunteer

Check Category: Not Applicable

Role/ Position: Support Volunteer

Place of Work/ Company Name: Community Refugee Sponsorship Australia



An individual police check costs \$25.24. 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 If using another police check provider please apply for a **volunteer** check and the category, role and place of work as listed above (in step 1).
- 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 the date of application to the program.

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 or WA, you will need a **non-profit organisation to sponsor your WWCC application**. 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 our CRISP team at crisp@refugeesponsorship.org.au to arrange for CRSA to sign your WWCC application.



If you are in QLD you will also need a sponsor, however **CRSA can be linked to your application**. To be linked to CRSA's Blue Card Organisation portal, email your full name, blue card number and D.O.B to info@refugeesponsorship.org.au.

- 3 If you already have a valid WWCC for the state/territory from which you will be participating in the program 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](#)
- [NT](#)
- [SA](#)
- [VIC](#)
- [NSW](#)
- [QLD](#)
- [TAS](#)
- [WA](#)

