

Types of Documentation for MSIC Identity Check

A document is a **primary identification document** for somebody if it is:

- (a) a certified copy (that is, a copy certified by a Registrar of Births or similar officer to be a correct copy) of the entry, in a register of births, of his or her birth; or
- (b) a copy (certified under section 44 of the Australian Citizenship Act 1948) of a citizenship certificate granted to him or her; or
- (c) a document issued to him or her under the law of another country that is evidence, under that law, that he or she is a citizen of that country; or
- (d) a passport* issued to him or her.

** Note: It is the Department's policy that a passport cannot be used as a primary identification document if the expiry date of the passport is greater than 2 years preceding the date of the presentation by the MSIC applicant as a primary identification document. Other primary identification documents will need to be supplied by the MSIC applicant if this is the case.*

A document is a **secondary identification document** for somebody if:

- (a) it has on it a recent photograph of him or her, or his or her signature; and
- (b) it is:
 - (i) a licence (for example, a driver's licence) issued to him or her under a law of the Commonwealth or a State or Territory; or
 - (ii) a government employee identification document issued to him or her; or
 - (iii) an Australian student identification document issued to him or her; or
 - (iv) a verifiable reference.

A document is a **tertiary identification document** for somebody if:

- (a) it sets out his or her name and address; and
- (b) it is:
 - (i) a signed statement by his or her employer or former employer about that employment; or
 - (ii) a copy (certified by a Registrar of Titles or similar officer to be a correct copy) of a record issued under a law about land titles; or
 - (iii) a document issued by a rating authority from its records about land ownership or occupation; or

- (iv) a document issued by a bank or similar financial institution from its records about a mortgage or other security that he or she gave to the bank or institution; or
- (v) an extract from the electoral roll compiled by the Australian Electoral Commission; or
- (vi) a record issued under a law in force in Australia other than a law about land titles

Other Definitions

Australian student identification document means a card or document issued to a student at a tertiary education institution in Australia to identify him or her as a student at the institution.

Government employee identification document means a document issued by or for the Commonwealth or a State or Territory to somebody employed by or for the Commonwealth or the State or Territory.

Verifiable reference about somebody (the identified person) means a reference from:

- (a) a bank or similar financial institution; or
- (b) somebody whose identity has been verified by means of:
 - (i) 2 primary identification documents; or
 - (ii) a primary identification document and a secondary identification document; or
 - (iii) a primary identification document and 2 tertiary identification documents; or
- (c) a referee acceptable to the person or body that requires the identification of the identified person;

that:

- (d) identifies the identified person by name; and
 - (e) certifies that the person who signed the reference has known the identified person by that name for at least 12 months; and
- is signed by or for the referee and by the identified person