

APPLICATION FORM

Skilled Migration Internship Program – Accounting (SMIPA)

AMI Education Professional Year Program



1. How did you hear about us?

☐ Friend/Family ☐ Educational Exhibition ☐ Educational Agent ☐ Website
☐ Advertisement (where) ☐ Other (please indicate)

2. Personal details

Title (Mr/Mrs/Ms): _____ Family Name: _____
Given Names: _____
Sex (male/ female): _____ Age (in years): _____ Date of Birth (dd/mm/yy): ____/____/____
Do you have any type of disability? ☐ Yes ☐ No If yes, please specify: _____
Currently living in: ☐ Home country ☐ Australia

3. Contact details

Address in your home country: _____ Address in Australia: _____

Email: _____ Email: _____
Phone: _____ Phone: _____
Fax: _____ Fax: _____

4. Passport and visa details

Country of citizenship (as shown on passport): _____ Country of birth: _____
Do you hold a current skilled Graduate (Temporary) Visa (Subclass485)? ☐ Yes (complete details below) ☐ No
What type of visa do you hold? (Please specify): _____ 485 Visa number: _____
If no, have you applied for a 485 Visa? ☐ Yes ☐ No (If yes, please attach a copy of your application)
Please provide application reference number: _____
If no, please detail your present status: _____

5. English language proficiency

IELTS Score: ☐ Yes ☐ No
Listening Writing Reading Speaking Overall Date of test: ____/____/____
If no, please detail other English Language Proficiency: _____



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For further information visit our web site www.ami.vic.edu.au

AMI Education

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CRICOS Code: 024-39G
RTO: 21282



The Institute of
Chartered Accountants
in Australia

Professional Year Program
Skilled Migration Internship
Program – Accounting (SMIPA)
Visit www.ami.vic.edu.au



You’ve studied hard to gain the technical skills and knowledge you need for a career in Accounting. Now the **Skilled Migration Internship Program – Accounting (SMIPA)** can help you to integrate into the workplace culture and to develop communication skills that you would need to get an accounting job in Australia.

The **Australian Department of Immigration and Citizenship (DIAC)** has introduced a ‘Professional Year’ as a pathway for Australian-based international students to gain additional points for migration to Australia to work in high-demand occupations. The Professional Year is a 12-month ‘job-readiness’ program designed to equip you with the professional skills needed for a successful career in the Australian workforce.

The **Skilled Migration Internship Program – Accounting (SMIPA)** is one of the Professional Year Programs available to university graduates.

Skilled Migration Internship Program – Accounting (SMIPA)

SMIPA has been developed by Australia’s three professional accounting bodies – the Institute of Chartered Accountants in Australia, CPA Australia and the National Institute of Accountants. The rationale of the SMIPA program is to provide professional development and enhance workplace communication skills relevant to the Australian business context and the Accounting profession.

A combination of formal education and a structured internship placement in an accounting role will provide participants with an integrated and practical application of their skills.

The SMIPA program is divided into the following 6 areas:

1. Orientation

The program Orientation will provide participants with an overview of course elements, objectives, expectations and participants’ responsibilities.

2. Workplace Culture and Communication Skills

Through a series of workshops, participants will develop skills in:

- Verbal and non-verbal communication
- Written business communications
- Group dynamics
- Business ethics and conflict management
- Career planning and personal development

3. Formal Training

The core learning outcomes will be delivered by highly experienced lecturers supported by industry experts as guest speakers. Key focus areas are:

- Understanding workplace rights and responsibilities including occupational health and safety legislation, negotiation skills, team work and conflict resolution
- Exposure to the Australian work environment and ethics
- Preparing for job applications and interviews
- Awareness of equal employment opportunity rights and cross-cultural practices

- Developing language and communication skills including writing workplace documents
- Delivering quality customer service

4. 13-week Professional Internship

Each participant will gain valuable work experience through an industry placement in an accounting role. Participants will be supported by experienced mentors.

5. Evaluation & Conclusion

At the end of the program, participants will provide feedback on industry placements, address final queries or issues, discuss support services and resources available and investigate current employment opportunities.

6. Completion & Qualification

On successful completion of the AMI Education Professional Year program participants will:

- Obtain a Professional Year Certificate that is endorsed by the three accounting professional bodies
- Be able to attract 10 migration points for the purpose of applying for a permanent General Skilled Migration visa. Individuals should contact DIAC for specific information about their potential allocation of points.

Program Fees

Skilled Migration Internship Program - Accounting	Amount (AUD)
Application, non-refundable fee	\$ 200
Course Fee	\$ 12,000
Total	\$ 12,200

Program Fees include:

- Workshops & Program Resources
- Networking Events
- Formal Training resources
- Professional Internship and Insurances (13 weeks)
- Orientation & Graduation Ceremony
- Certificates

Additional Information

The Skilled Migration Internship Program – Accounting is a 44 week program. To be eligible you must be the holder of, or have applied for, a Skilled Graduate (Temporary) visa Subclass 485.

Secure your place in the Skilled Migration Internship Program – Accounting:

Step 1

Complete the SMIPA application form.

Step 2

Ensure you attach the following necessary documents

- Copy of passport
- Copy of Visa 485 or confirmation of Visa 485 Application
- Accounting skills assessment report
- Certified English proficiency test results
- Certified copies of previous academic results
- Curriculum Vitae

Step 3

By mail:
Send your application and cheque for the application fee (payable to AMI Education Pty. Ltd.) to:

AMI Education (SMIPA)
Level 4, 303 Collins Street
Melbourne VIC. Australia 3000

By fax:
+61 3 8610 4100

By E-mail:
Scan your application and required documents and forward to **applications@ami.vic.edu.au**

If applying by fax or email, original application form and cheque for the application fee (payable to AMI Education Pty. Ltd.) must be forwarded to AMI Education (SMIPA) to confirm your application.

If your application is successful, you will receive a letter of offer from AMI Education. When you accept this offer, you will be welcomed as a valued participant of the Skilled Migration Internship Program – Accounting.

Frequently Asked Questions

What is the Skilled Migration Internship Program – Accounting?

The Skilled Migration Internship Program – Accounting is a 12-month ‘job-readiness’ program introduced to assist Accounting graduates in obtaining relevant workplace skills in their chosen occupation and effectively increase their employability, in turn helping to address Australia’s skill shortages in the Accounting industry.

Who can apply to do the Skilled Migration Internship Program – Accounting?

The Skilled Migration Internship Program – Accounting is aimed at Accounting graduates who have been issued a 485 Skilled Graduate Visa.

Can Australian citizens who are graduates and permanent residents who are graduates also apply to do the Skilled Migration Internship Program – Accounting?

Yes, however the program is a full fee paying program and HECS does not apply.

Does completion of the Skilled Migration Internship Program – Accounting guarantee permanent residency?

No, but a person who successfully completes the Skilled Migration Internship Program – Accounting may be awarded 10 migration points under the General Skills Migration points test (as at March 2009).

Does successful completion of the Skilled Migration Internship Program – Accounting guarantee employment?

No. The aim of the program is to prepare recent accounting graduates with the professional skills required for a career in Australia. It does not guarantee employment.

How is the Skilled Migration Internship Program – Accounting structured?

The program is delivered over a minimum of 44 weeks and a maximum of 12-months, with a 13-week Professional Internship.

6. Education details

Date commenced	Date completed	Title of course (eg. Bachelor of Business)	Name of Institution	Full or part time	Completed
1. / /	/ /			<input type="radio"/> Part <input type="radio"/> Full	<input type="radio"/> Yes <input type="radio"/> No
2. / /	/ /			<input type="radio"/> Part <input type="radio"/> Full	<input type="radio"/> Yes <input type="radio"/> No
3. / /	/ /			<input type="radio"/> Part <input type="radio"/> Full	<input type="radio"/> Yes <input type="radio"/> No

7. Employment details

Complete the following employment history and provide employment references or attache your curriculum vitae (resume). Write NIL if no employment history.

Period	Employer	Department/section	Nature of work

8. Checklist

Make sure the following are attached:

- ☐ Certified academic transcripts with grading system
- ☐ Certified English Proficiency test results
- ☐ Curriculum vitae (resume)
- ☐ 485 Visa or confirmation of application
- ☐ Accounting skills assessment report
- ☐ Passport copy

Please ensure you have written your email address on page 1 of this form

9. Declaration by applicant

I certify that the information on this form and the supporting documentation are correct and complete. I authorise the Institute to obtain other details relating to my academic record. I acknowledge that the provision of incorrect information or documentation relating to my application may result in the cancellation of my enrolment. I further acknowledge that the Provider may make available this information to Australian Commonwealth and State agencies where authorized or required by law.

Signed

Date (dd/mm/yy): / /

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Information is collected on this form and during your enrolment in order to meet our obligations under the ESOS Act and the National Code 2007; to ensure student compliance with the conditions of their visas and their obligations under Australian immigration laws generally. The authority to collect this information is contained in the Education Services for Overseas Students Act 2000, the Education Services for Overseas Students Regulations 2001 and the National Code of Practice for Registration Authorities and Providers of Education and Training to Overseas Students 2007. Information collected about you on this form and during your enrolment can be provided, in certain circumstances, to the Australian Government and designated authorities and, if relevant, the Tuition Assurance Scheme and the ESOS Assurance Fund Manager. In other instances information collected on this form or during your enrolment can be disclosed without your consent where authorised or required by law.