Your Visa Assessment Service from BobinOz

Thank you for purchasing your **Visa Assessment** from BobinOz.

You have now successfully paid for your visa assessment, here's what you need to do next:

Please download your Client Information Questionnaire (CIQ) and Completion Guide if you don't already have them - **Download Now.**

Then, after saving these forms to your computer......

- ☐ Complete the Client Information Questionnaire (CIQ) in full and return it by email to the address in the instructions given at the end of that form. If there are some questions you are unsure how to answer, it is okay to leave those blank for now.

- ☐ Please note: when saving the assessment form to your computer, it is a good idea to rename the file.

- ☐ Your 'Client File Number" will be allocated to you when your completed form is received by my MARA migration agent.

- ☐ Please also **provide an up-to-date copy of your CV** detailing work experiences and duties if you are likely to be applying for skills-based visas. This will allow my agent to give you a selection of ANZSCO occupation(s) for skills-based visa options.

- ☐ Within 5-7 working days of receiving all requested information (including follow-up information), you will receive your fully comprehensive Visa Assessment report with all the details of your options.

- ☐ You will then have an opportunity to follow up on the information provided to clarify any issues raised by the assessment.

- ☐ If you have enough points for an application, you can decide whether you want my MARA agent to act on your behalf. If you do not have enough points, then my agent will advise you on what you can do next to improve your chances of moving to Australia.

Please note: if your CIQ is returned whilst my agent is on holiday, or during extended holiday periods such as Easter and Christmas, or during a very busy period, there may be a delay to the usual 5 – 7 working days return. My agent will acknowledge receipt of your email though and at the same time confirm how long he anticipates it will take to return your completed assessment report.

Additional Notes:

Please ensure that you read the instructions on the first page of the CIQ carefully and that you provide the relevant answers to the questions on all of the pages by typing all the required information. Please also ensure that you save your work to your desktop from time to time, see note 1 below.

Once completed, please save your work and email the completed form to us using either the 'Submit' section at the end of the form, or by sending the form to us as an email attachment in the same way you would send any other file as an email attachment. Please do not hand write answers or fax/scan/post this questionnaire to us as our systems cannot process these formats.

This Questionnaire should only be opened in Adobe Reader (version 8.1 or higher) or Adobe Acrobat (version 8.1 or higher). Other Adobe-replacement PDF viewing software (e.g. 'Fox-It') will not work properly, which may result in errors when using/saving the Questionnaire and should not be used. If you are having trouble viewing the Questionnaire, you may need to download an updated version of Adobe reader. This can be obtained without charge from the Adobe website.

Note 1: Some versions of Adobe Acrobat/Reader give you the option to 'Save a Copy'. DO NOT DO THIS, as it will remove certain functionality from within the form. If you need to save this form to another location after opening it then you must use 'Save As...' in Adobe Acrobat/Reader's file menu.

Note 2: If you are using a Mac computer, please note that Mac's 'Preview' program is incapable of handling Dynamic PDF documents such as this questionnaire. The following 'how to' video provides a step-by-step guide on how to install the latest Adobe Reader program onto your Mac and, more importantly, how to ensure that the Mac uses that Adobe Reader program to open this Questionnaire: Click here to watch the video.

Note 3: This is a dynamic PDF document and as such it does not work with iPad or other smart devices without an appropriate app installed. Please search for 'dynamic', 'fillable' or 'interactive' PDF apps for your specific device to find a solution.

Any problems, please do contact me via bob@bobinoz.com

I wish you well with your application and hope to see you here in Australia one day soon.

Many thanks

Bob

BobinOz