

## How to Create C1 C2 Australian Citizen

When a student first enrolls in a Australia school, they could fall into two categories:

C1 - Born overseas to an Australian citizen

C2 - Born in Australia to an Australian citizen but have lived overseas for more than 2 years prior to enrolment.

- Access **Student Enquiry** option
- Locate the student record
- Select **Residency Details** icon
- Select C1 or C2 from **Residency Status** drop down list
- Click the **Create** button
- Enter parameters
- Save and exit

The screenshot shows a software interface for 'Student Residency'. At the top, there are navigation tabs: 'Family Details', 'Student Details', 'Others', 'Reg. His.', and 'Search Again'. Below these are various icons representing different data fields. The main area is titled 'Student Residency' and contains a form with a dropdown menu for 'Residency Status'. The dropdown is open, showing the following options: 'TMP - Temporary Visa Holder', 'AUC - Australian Citizen', 'NZC - NZ Citizen', 'NFI - Norfolk Islander', 'PER - Permanent Resident', 'TMP - Temporary Visa Holder', 'AUCC1 - C1 - Australian Citizen', and 'AUCC2 - C2 - Australian Citizen'. The 'AUCC1 - C1 - Australian Citizen' option is highlighted with a red oval. A red asterisk next to the label indicates it is a mandatory field.

### Create C1 Australian Citizen

#### C1 - Born overseas to an Australian citizen

Locate the student record in **Student Enquiry**, and then click the Residency Details and then select **C1- Australian Citizen**

Family Details	Student Details	Others	Reg. His.	Search Again

**Student Residency**

\*Residency Status :  ←

←

\*Indicates mandatory field.

Click the **Create** button

Family Details	Student Details	Others	Reg. His.	Search Again

**Student Residency**

\*Residency Status :

\*Indicates mandatory field.

**Save Residency Status Details**

Date of Arrival in Australia (when born overseas) :  Evidence :

C1– Australian Citizen is successful created

Family Details	Student Details	Others	Reg. His.	Search Again

**Student Residency**

<input checked="" type="checkbox"/> ATE Start Date	ATE Expiry Date	Residency Status	Active	Evidence
		C1 - Australian Citizen	Active	Not Given

\*Residency Status :

\*Indicates mandatory field.

**Save Residency Status Details**

Date of Arrival in Australia (when born overseas) :  Evidence :

### Create C2 Australian Citizen

**C2 - Born in Australian to an Australian citizen but have lived overseas for more than 2 years prior to enrolment.**

Locate the student record in **Student Enquiry**, and then click the Residency Details and then select **C2- Australian Citizen**, and then click the **Create** button

Family Details	Student Details	Others	Reg. His.	Search Again

**Student Residency**

\*Residency Status :

\*Indicates mandatory field.

**Save Residency Status Details**

Date of Arrival in Australia (when born overseas) :  Evidence :

## C2 – Australian Citizen is successful created

Family Details	Student Details	Others	Reg. His.	Search Again

  

**Student Residency**

ATE Start Date	ATE Expiry Date	Residency Status	Active	Evidence
		C2 - Australian Citizen	Active	Not Given

**\*Residency Status :**

\*Indicates mandatory field.

  

**Save Residency Status Details**

Date of Arrival in Australia (when born overseas) :  Evidence :