

Australian Citizenship and Proof of Identity

The Public Service Act 1999 (PS Act) requires that a person engaged as an employee must be an Australian citizen. See the [Australian Public Service Commission](#) for information about Australian citizenship as a condition of engagement to the APS. General information on Australian citizenship may be obtained from the [Department of Home Affairs](#).

In accordance with Section 22(6) and Section 22(8) of the [Public Service Act 1999](#) engagement as an Australian Public Service employee is subject to a number of conditions. Two of these are:

- The requirement to be an Australian citizen; and
- The requirement to meet certain character and/or security checks

In order to confirm that you meet these requirements it may be necessary for you, in certain circumstances or at certain stages during your recruitment and/or security clearance process, to provide evidence of your identity and citizenship status. To do this you will be asked to provide certified true copies of certain important documents. A certified true copy of a document is a copy which has been witnessed by and certified as a true copy of the original by a person authorised to do so.

Section A - Documents required as proof of citizenship

To validate proof of your Australian citizenship you will also need to provide certified true copies of either of the following:

- Australian Birth Certificate
- Australian Passport
- Australian Citizenship Certificate

Section B — Documents required as evidence of identity

To validate your identity ANMM requires that you provide certified true copies of at least one of the following identification cards containing your signature and your photograph:

- An Australian license issued under law (e.g. A driver's permit or license)
- Tertiary Education ID

Have you changed your name?

If you have changed your name since acquiring Australian citizenship you must provide official Australian evidence of all name changes. This will usually be a change of name certificate issued by an Australian Registry of Births, Deaths and Marriages (RBDM), or a marriage certificate issued by an Australian RBDM. Overseas marriage certificates are not acceptable evidence of a change of name.