



## Cook Islands Ministry of Foreign Affairs and Immigration Worker Visa and Permit Application Form

You should use this form if you are applying for the following work visa types:

- Government Worker
- Specialist Worker
- International Worker

Use this form if you are changing roles or employers in the Cook Islands, and if you wish to extend your current permit to do the same work. Do not use this form to apply for a visa for your partner or dependent children.

### Which type of work visa and permit are you applying for?

Government Worker <input type="checkbox"/>	Specialist Worker <input type="checkbox"/>	International Worker <input type="checkbox"/>
Have you previously held a visa and permit in the Cook Islands?		Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, provide details below.</i>
Permit Number:		Expiry Date:

### Section A: Applicant's personal details

#### A1. Name as shown in passport


Family/last name:		Given/first name(s):	
Title:	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr <input type="checkbox"/>
Other names you are known by or have ever been known by:			
Gender:	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Date of birth (DD/MM/YY):      /      /
Town/city of birth:		Country of birth:	

#### A2. Passport details

Passport Number:		Country of Issue:		Expiry date (DD/MM/YY):	/ /
Other citizenships you hold:					

#### A3. Partnership status

Single <input type="checkbox"/>	Married <input type="checkbox"/>	Partner/De facto <input type="checkbox"/>
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Section B: Contact details			
<b>B1.</b> Current residential address:			
<b>B2.</b> Phone Number/s:		<b>B3.</b> Email:	
<b>B4.</b> If you are currently in the Cook Islands, your most recent overseas address:			
B5. Name and address for communication about this application?			
Same as address at <b>B1</b> <input type="checkbox"/>	Same as address at <b>B4</b> <input type="checkbox"/>	Different address ( <i>write in B6</i> ) <input type="checkbox"/>	
B6. Address for contact:			
Address:			
Phone Number/s:		Email:	
<b>B7.</b> Do you authorise any other person act on your behalf? <small>Note: the person acting on your behalf will receive all communication about your application from Cook Islands Immigration.</small>			Yes <input type="checkbox"/> No <input type="checkbox"/>
B8. If yes, please provide the name, address and contact details for this person:			
Name:			
Address:			
Phone Number/s:		Email:	
Section C: Health			
<b>C1.</b> Do you have any medical condition that requires, or may require hospital care during your stay in the Cook Islands?			Yes <input type="checkbox"/> No <input type="checkbox"/>
If Yes, please provide details and attach any documentation necessary. Please include any major surgeries you have had in the last 12 months.  <b>Note:</b> A full health test completed by an approved panel physician is required for stays of 6 months or more.			
<small>An acceptable standard of health means that you are:</small> <ol style="list-style-type: none"> <li>a. unlikely to be a danger to public health</li> <li>b. unlikely to impose costs or demands on the Cook Islands health services, and</li> <li>c. able to undertake the work or study that is the reason why they are applying for a visa.</li> </ol>			

<b>Section D. Character</b>	
<b>D1.</b> Have you been convicted at any time of any offence, including any immigration or traffic offence?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>D2.</b> Are you currently: <ul style="list-style-type: none"> <li>• under investigation</li> <li>• wanted for questioning</li> <li>• facing charges for any offence in any country</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>D3.</b> Have you ever been: <ul style="list-style-type: none"> <li>• excluded from any country, excluding the Cook Islands?</li> <li>• refused entry from any country, excluding the Cook Islands?</li> <li>• removed or deported from any country, excluding the Cook Islands?</li> </ul>	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>D4.</b> Have you ever been refused a visa/permit to visit, work, study or reside in any country, excluding the Cook Islands?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>D5.</b> Have you ever been a member of, or adhered to, any terrorist organisation?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>D6.</b> Have you had (or currently have) an association or involvement with, any government, regime, group or agency that has advocated or committed war crimes, crimes against humanity and/or other gross human rights abuses?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>D7.</b> Are you a member of a criminal gang? Or associated with a criminal gang?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If you answered Yes to any of the questions <b>D1-D7</b> , provide full details. This includes full details of any charges, convictions and the sentence or penalty imposed.	
<b>D8. Police character check certificates you must provide</b>	
<i>Select which option applies. Police certificates must be less than six months old when you submit them.</i>	
<p>You <b>must</b> provide a national police certificate (<i>state police checks will not be accepted</i>) from any country you have lived in for 6 months or more during the previous 5 years (including time already spent in the Cook Islands), and <b>either</b></p> <p><input type="checkbox"/> you have not provided police certificates with a previous visa application, <b>or</b></p> <p><input type="checkbox"/> you have provided police certificates that were issued more than 3 months ago.</p>	<p>You <b>do not</b> have to provide police certificates if:</p> <p><input type="checkbox"/> you are not intending to be in the Cook Islands for 6 months or longer, <b>or</b></p> <p><input type="checkbox"/> you have already provided police certificates with a previous visa application, <b>and</b> those police certificates were issued less than 3 months ago.</p>

## Section E. Employment and qualifications

*Applicants who hold a current Cook Islands work visa may go to Section F: Job Offer. All other applicants must complete this section.*

### E1. If you are currently employed, provide details:

Employer's Name:			
Employer's Address:			
Phone Number/s:		Email:	

### E2. List recent periods of employment, including self-employment and employment outside the Cook Islands

Date from (DD/MM/YY):	Date to (DD/MM/YY):	Name of employer:	Location:	Job title:
/ /	/ /			
/ /	/ /			
/ /	/ /			

### E3. Give details of all qualifications you hold. If you have no qualifications, write 'No qualification'.

Name of qualification	Date obtained (DD/MM/YY):	Institution where gained
	/ /	
	/ /	
	/ /	

### E4. Do you have evidence of English language proficiency?

Yes  No

If Yes: attach evidence of your English language proficiency, e.g., periods living and/or working in an English-speaking country, qualification in English language, etc.

### F1. Do you have a job offer in the Cook Islands?

**Note:** If you are renewing with your current employer, select Yes.

Yes  No

*If no, note that Cook Islands Immigration may not have enough information to decide your application.*

### F2. Name, address and contact details of employer (or government agency) who offered you a job:

Employer's Name:			
Employer's Address:			
Phone Number/s:		Email:	

### F3. Name of position offered:

F4. Do you have a contract for the position?	Yes <input type="checkbox"/> No <input type="checkbox"/>	If Yes, please provide details of the contract and the role, and attach any documentation necessary.
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### F5. Are you applying for a Specialist Worker Visa?

Yes  No

*If No, go to Section G 'Declaration by applicant'*

### F6. Do you agree to share your information with the Business Trade and Investment Board about the agency that is arranging your work in the Cook Islands?

Yes  No

*If no, note that Cook Islands Immigration may not have enough information to decide your application.*

## Section G. Declaration by applicant – from Schedule 9 Cook Islands Immigration Regulations

- I [full name of applicant] \_\_\_\_\_ state that:
- (a) all the information that I have provided is true and correct:
  - (b) all the documents that I have provided are original and unaltered, or if copies of an original document, have been lawfully certified:
  - (c) I do not owe any money to the Cook Islands Government (including Cook Islands Immigration):
  - (d) I am not serving a ban from travel to, entry, and staying in the Cook Islands:
  - (e) I have not been removed or deported from any other country (regardless of how that country may describe forced departure and whether or not they were subsequently banned from the country):
  - (f) I am of good character:
  - (g) I am not a prohibited person:
  - (h) I have not been convicted of—
    - (i) any offence, in the Cook Islands or overseas, for which I was sentenced to imprisonment for a term one year or more (regardless of how that offence and conviction was described in the overseas country, and the term of sentence actually served); or
    - (ii) more than one offence, in the Cook Islands or overseas, for which the combined terms of imprisonment were one year or more (regardless of how those offences and convictions were described in the overseas country, and the term of sentence actually served):
  - (i) I am not intending to undertake any actions or activities that are contrary to the values of the Cook Islands, its culture, and its community:
  - (j) I am not intending to undertake criminal activities, activities as a member of a gang of concern, terrorist organisation, or other United Nations sanctioned organisation, or any activities that would otherwise constitute a threat or a risk to the security, defence, or public order of the Cook Islands:
  - (k) I have an acceptable standard of health and have no health conditions that might be a danger to public health or impose significant costs or demands on Cook Islands' health or special education services:
  - (l) I agree to provide any further information or document requested by Cook Islands Immigration where the request is made with good reason:
  - (m) I acknowledge that information and documents are being collected, and further information and documentation may be requested, with good reason, to:
    - (i) make a decision on my application or about my eligibility for permanent residence or for the visa or permit or visa or permit waiver for which I have applied; and
    - (ii) detect, prevent, investigate, prosecute and respond to offences or suspected offences against the Cook Islands Immigration Act 2021 or other Acts; and
    - (iii) support the effective governance of the Cook Islands and to support the effective operation of other Government agencies; and
    - (iv) support the health and well-being of the Cook Islands and the Cook Islands community (in particular to manage risks to public health, and to the cost and demand on the publicly funded health service):
  - (n) I agree that the application and the associated information and documents can be shared with Government agencies in order to support the success, safety, and security of the Cook Islands, including to manage risks to public health, and the cost and demands on the health services:
  - (o) I agree that the application and the associated information and documents (excluding any Police certificates and health tests) can be shared with my prospective employer, education provider, or intern provider (if applicable) if this is necessary to make a decision on my application:
  - (p) I agree that by making an application, Cook Islands Immigration can receive information, such as criminal history, health tests, and financial information from third parties. This includes information from the Ministries of Health, Justice, Finance and Economic Management, and Internal Affairs, the Cook Islands Customs Service, Police Service, and international immigration and law enforcement agencies:
  - (q) I agree to advise of any changes to the application information or any material changes in circumstance during the application process, and if a visa or permit or visa or permit waiver or both are granted, I agree to abide by all conditions that are imposed on that visa or permit or visa or permit waiver and leave the Cook Islands before it expires:

(r) I have been advised that if all the required information and documents are not provided, or the declaration is not signed by me, Cook Islands Immigration may be unable to decide my application. If this is the case, it will be declined.

Signature of applicant \_\_\_\_\_

Date: \_\_\_\_\_

### Section J. Declaration by person assisting the applicant

*If no one helped the applicant to fill in this form, this section does not have to be completed.*

#### J1: Name and address of person assisting applicant:

Family/last name:

Given/first name(s):

Organisation name  
(if applicable) and  
address:

Phone Number/s:

Email:

#### J2. Declaration

*The person assisting the applicant must read and sign their agreement to this declaration in the space below.*

- I understand that after the applicant has signed this form it is an offence for me to change or add further information, or change or add any documents attached to the form, without making a statement identifying what information or material has been changed, added or attached and by whom. If I make these changes or additions, I must state on the form what they were, who made them and the reason they were made.
- I understand that the maximum penalty for this offence is a fine of up to NZ\$10,000 and/or a term of imprisonment of up to 7 years.
- I certify that the applicant asked me to help them complete this form and any additional forms.
- I certify that the applicant agreed that the information provided was correct before signing the declaration

Signature of person assisting \_\_\_\_\_

Date: \_\_\_\_\_

# Documents required

Use the checklist to find out which documents you must provide.

**NOTE: ALLOW UP TO 20 WORKING DAYS TO ASSESS THIS APPLICATION**

<b>All applicants must provide:</b>	✓
• Completed, signed application form	<input type="checkbox"/>
• Appropriate fee	<input type="checkbox"/>
• Copy of passport or travel document	<input type="checkbox"/>
• Medical certificates (if required)	<input type="checkbox"/>
• Police certificates (if required)	<input type="checkbox"/>
• Evidence of sufficient funds (or sponsorship if required)	<input type="checkbox"/>
• Evidence of onwards travel plan (or sponsorship if required)	<input type="checkbox"/>
• A Letter of offer/support from your employer	<input type="checkbox"/>
• Employment contract, including a job description, details of pay, and conditions of the proposed employment	<input type="checkbox"/>
• Evidence of Job advertisement (advertised minimum 3 times in the last 3 months)	<input type="checkbox"/>
• Copy of Curriculum Vitae (CV) or Résumé	<input type="checkbox"/>
• Evidence of English language proficiency (if required)	<input type="checkbox"/>
<b>Applicants for Specialist Worker visa and permits must also provide</b>	
• Authorisation to share information with the Business Trade and Investment Board (BTIB)	<input type="checkbox"/>

## About the information you provide

### **Deciding whether you are eligible for a visa**

Cook Islands Immigration collects the information about you on this form to decide whether you are eligible for a worker visa and permit. Collecting the information is authorised by the Cook Islands Immigration Act 2021 and the Immigration Regulations made under that Act. You do not have to provide the information, but if you do not, we are likely to decline your application.

### **Deciding whether you are eligible to board a flight to the Cook Islands**

The information we collect may also be used to determine whether you are allowed to board a flight to the Cook Islands. We will not share your personal information with airline check-in agents; however, we will send a boarding message to the airline check-in agent based on the information you have provided in this form. Cook Islands Immigration may also share the information you have provided with other government agencies that are entitled to it by law, or with other agencies (as you have agreed in the declaration). You are able to ask for the information we hold about you and have any of it corrected if you think it is necessary. The address of Cook Islands Immigration is Ministry of Foreign Affairs and Immigration, Government Building, Avarua, Rarotonga, Cook Islands.

### **Other documents we may need**

Sometimes we may ask for additional documents or information to consider with an application. You may wish to send other documents or information so that we can consider it with this application. Send photocopies only (not original documents), as these documents will not be returned to you.

If we need to see an original document, we will ask you to produce it later.

### **Returning your documents**

We will return original documents to the address given at **B5** above.



<b>Office Use Only</b>					
<b>Fee breakdown – tick required fee/s</b>					
Government Worker	\$960 <input type="checkbox"/>	Specialist Worker	\$260 <input type="checkbox"/>	International Worker	\$960 <input type="checkbox"/>
Receipt No.			Date:	/ /	
<b>Bond may be imposed (maximum \$10,000)</b>					
Bond requested?	Yes <input type="checkbox"/> No <input type="checkbox"/>		Total Amount	\$	
Receipt No.			Date:	/ /	
<b>Receiving Officer</b>					
Name					
Date:	/ /		Application scanned to file	<input type="checkbox"/>	
<b>Allocating Officer</b>					
Name					
Date:	/ /		Application entered into CMS	<input type="checkbox"/>	
Applicant CMS No.					
<b>Travel Movements Check</b>					
Arrival	/ /		Departure	/ /	
<b>Principal Immigration Officer Check</b>					
Comments					
Signature:					
Date	/ /				
<b>Communication</b>					
Decision letter sent	<input type="checkbox"/>		Date:	/ /	
Visa/Permit Number			Any conditions recorded	<input type="checkbox"/>	
Start	/ /		Expiry	/ /	