Information about this guide

You should read this guide before you complete the registration form. This guide gives you information about:

• how to complete the Pacific Access Category Registration Form (INZ 1092)
• where to submit your registration form
• the Pacific Access Category process
• what to do if you are invited to apply for residence in New Zealand.

How does the Pacific Access Category work?

The Pacific Access Category (PAC) allows up to 250 Fijian citizens, including partners and dependent children, to be granted residence in New Zealand each year.

The PAC is run by ballot. You can only apply for residence if you lodge a registration during the annual registration period and your registration is drawn from the ballot.

To be granted residence under this category you need to be of good health, good character, have a minimum level of English, and be a Fijian citizen between 18 and 45 years of age. You will also need to have an acceptable offer of employment when you apply for residence.

See ‘Who can be granted residence under the Pacific Access Category’ on page 5 for more information.
The registration process

An overview of the registration process is described below.

Step 1: Make sure you meet the criteria

Before you register for the ballot, make sure that you meet the criteria under ‘Who can be granted residence under the Pacific Access Category’ on page 5 of this guide. This will help you decide whether or not you should register.

Step 2: Complete the registration form

The Pacific Access Category Registration Form (INZ 1092) can be downloaded from the INZ website www.immigration.govt.nz or collected at an INZ office. Being the principal registrant, you must follow the instructions below for your registration to be accepted:

- Answer all the questions on the registration form.

  **Note:** Please write clearly. INZ may not accept your registration form if the handwriting is illegible.

- Sign the registration form.

- Attach a photocopy of your birth certificate as well as photocopies of your partner’s and dependent children’s birth certificates (if any).

  **Note:** INZ will not accept your registration form if the birth certificates for all persons included in the registration form are not attached. Do not send original documents with your registration.

Step 3: Prepare your total fee payment

1. INZ registration fee

   If you are registering for the first time, the fee is 124 FJD. If you have already registered in previous years with the same principal registrant, the fee is reduced to 51 FJD.

2. TT Services fee

   TT Services is responsible for the collection of Pacific Access Category (Fiji) registration forms and documents on behalf of INZ. TT Services charges a separate service fee of 20 FJD.

   You can only make your total payment by bank cheque/draft. You may use one bank cheque/draft to pay the combined registration and service fees, addressed to ‘TT Services New Zealand Limited’.

   **Note:** Ensure that both the INZ registration fee and TT Services fee are included in your total payment. Your registration may not be accepted if the total payment is incorrect.
Step 4  Send your registration and total payment

Submit your registration form with the attached documents and total fee payment to the applicable address below.

If you are **living in Fiji**, take your registration in person to:

Immigration New Zealand  
c/o TT Services  
Fiji Teachers Union  
1–3 Berry Road  
Suva  
Fiji Islands

Or, take your registration in person to:

Immigration New Zealand  
c/o TT Services  
Lautoka Hotel  
2–12 Naviti Street  
Lautoka  
Fiji Islands

If you are **living outside Fiji**, post or courier your registration to:

Immigration New Zealand  
c/o TT Services  
Level 1, Mid City Mall  
Cumming Street  
Suva  
Fiji Islands

Step 5  Send within the registration period

INZ will only accept registrations received within the registration period. The registration period for the PAC is 1 April to 30 April 2019. You need to make sure your registration form and other required evidence are received by INZ during the registration period. **Forms received after 30 April 2019 will not be accepted.**

Step 6  We acknowledge your registration

If your registration is accepted, INZ will send you an email or text message with your registration number on it. Each principal registrant will get a unique registration number.

Step 7  We run an electronic ballot

INZ will enter all the registrations from people who meet the PAC requirements into a ballot. There is one ballot for each of the countries included in the PAC. After all registrations have been processed, INZ will run the ballot and registrations will be drawn electronically at random until the number of places available for Fiji have been filled.

Successful registration numbers will be published on the INZ website and in INZ's Pacific offices. If your registration is not drawn from the ballot, you can register again next year.

**Note: Once the ballot has been drawn, INZ will contact all registrants to confirm whether their registration was successful or unsuccessful.**

Step 8  We invite people drawn from the ballot to apply for residence

If your registration is drawn from the ballot, INZ will verify that you are eligible to apply for residence under the PAC. If you are, INZ will provide you with a letter and application pack inviting you to apply for residence in New Zealand.

**Note: Residence applicants must meet character requirements. Any significant character issues, or having been deported from any country previously, may affect your ability to be granted residence.**
Who can I include in my registration?

Who to include

If you have a partner and/or dependent children, you must include them in your registration (for definitions, see ‘Completing Section C: Principal registrant’s family details’ on page 6 of this guide).

If your registration is drawn from the ballot, any existing partner and/or dependent children that you do not include in your registration cannot be included in your application for residence. If they apply for residence in the future under the Partnership Category or Dependent Child Category, their application will not be approved.

Who not to include

Do not include your parents, grandparents, uncles, aunts, nieces, nephews, brothers, sisters, or cousins in your registration.

Important information

- A person can only be included in one registration form during the registration period. This means that if you, or any member of your immediate family that you have included in your registration, are included in another registration within the same registration period, the second registration will not be accepted.

- If a person included in the registration is in New Zealand, that person must hold a valid visa. If the person does not hold a valid visa, INZ cannot accept the registration.
Who can be granted residence under the Pacific Access Category?

If you want to register for the Pacific Access Category (PAC) (Fiji), you need to make sure that you meet the criteria below before you complete the registration form.

To qualify for residence under the PAC (Fiji), you (the principal registrant) must:

• be a Fijian citizen; and
• must have been born in Fiji or born overseas to a Fijian citizen who was born in Fiji; and
• be aged between 18 and 45 (inclusive) at the closing date of the PAC registration period; and
• be either in Fiji or lawfully in New Zealand when your application for residence is made; and
• have been advised by INZ that your registration has been drawn from the ballot; and
• have an acceptable offer of employment in New Zealand, or have a partner included in your application who has an acceptable offer of employment; and
• meet the minimum income requirement (if you have dependent children); and
• meet the minimum level of English language ability; and
• meet health and character requirements (if your partner and dependent children are included in the application they must also meet health and character requirements); and
• lodge your application for residence under the PAC within eight months from the date INZ invites you to apply for residence.

Acceptable offer of employment

Your job offer must be for work that is permanent and full-time. It must be a genuine job offer and for a position that is paid by salary or wages. Visit our website (www.immigration.govt.nz) or your closest INZ office for more information about job offer requirements.

If both you and your partner have acceptable offers of employment, only one of these has to be full-time.

Minimum income requirement

If you have dependent children included in your application for residence under the PAC, we will advise you of the dollar amount of the minimum income requirement that you have to meet. If you and your partner both have an acceptable offer of employment, your combined salaries or wages can be taken into account when INZ checks that you meet the minimum income requirement.

Minimum English requirement

To meet the minimum English requirement, you must satisfy an immigration officer that you can read, understand and respond to questions in English, and hold a conversation about yourself, your family, or your background.

Important information: You will only need to show evidence of a New Zealand job offer, your English language ability, and medical and police certificates if you are invited to apply for residence. If you are granted residence under the PAC, you are responsible for your own travel arrangements and all living costs in New Zealand.
Guide to completing the Pacific Access Category registration form

To register for the Pacific Access Category, you must complete and sign the *Pacific Access Category Registration Form (INZ 1092)*. Send it to us with the documents we need to accept your registration into the ballot.

### Completing Section A

**Principal registrant’s details**

The principal registrant must meet the criteria set out in ‘Who can be granted residence under the Pacific Access Category’ (see page 5 of this guide) and should fill in ‘Section A: Principal registrant’s details’ of the registration form.

### Completing Section B

**Contact details**

Please provide both an email address and mobile phone number if you have them. Without these details we will not be able to contact you to advise that your registration has been accepted or that your registration has been drawn from the ballot. If you provide a mobile telephone number, make sure to include the correct international calling code.

### Completing Section C

**Principal registrant’s family details**

- **C1 Partner** – if you have a partner, you must include them in your registration, whether you are married or not. Later, if your registration is drawn from the ballot and you are invited to apply for residence, your partnership will need to be recognised by INZ for immigration purposes. You and your partner must:
  - be living together (and have been living together for a minimum of 12 months) in a genuine and stable relationship; and
  - both be aged 18 years or older; and
  - have met each other before your residence application is made; and
  - not be close relatives.

  **Note:** If you don’t include your existing partner and your registration is drawn from the ballot, your partner will not be able to be included in your application for residence under the Pacific Access Category. Your partner will also be ineligible for residence under the Partnership Category if they apply in future. However, if you begin a relationship with a new partner after you submit your registration, they can be included in your residence application if the partnership requirements are met.

- **C2 Dependent children** – any of your children or your partner’s children who are:
  - aged 17 or younger, and single; or
  - aged 18–20, single with no children of their own; or
  - aged 21–24, single with no children of their own, and totally or substantially reliant on you or your partner for financial support, whether they are living with you or not.

  **Note:** You must declare all existing dependent children in your registration. However, if you have a child born or adopted after your registration is submitted, you can include them in your residence application if you are subsequently invited to apply.

### Completing Section D

**Declaration by principal registrant**

Principal registrant’s signature

If you are the principal registrant, you need to sign the registration form before submitting it. INZ cannot accept your registration if the form is not signed.