

A young man with dark hair, wearing a white t-shirt and a dark backpack, is seen from the side, looking out over a university campus. In the background, there are other students walking on a path, green trees, and a modern building with large windows under a clear blue sky.

New Zealand Visa Document Checklist

Gather the right evidence calmly, clearly, and only once where possible.

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Free eligibility check + match with a licensed adviser

New Zealand Visa Document Checklist

A strong New Zealand visa application is not just about having many documents. It is about providing the right documents, in the right format, with clear links to the visa category you are applying under. This checklist helps you prepare for discussions with INZ or a licensed immigration adviser, while avoiding repeated translations, duplicate certifications, and last-minute document chasing.



Start with the visa pathway

Before collecting papers, identify the visa pathway you are likely to use. Skilled Migrant Category, Green List residence, Accredited Employer Work Visa, partner and family visas, student visas, investor visas, and entrepreneur pathways all ask for different evidence.

Use the INZ checklist for your exact visa, then create one master folder. Requirements, forms, fees, wage settings, points settings, and evidence rules change often — confirm current rules with INZ or a licensed adviser before paying for translations or certification.

- Visa type and application form
- INZ checklist for that visa
- Main applicant and included family members
- Online account or RealMe access
- A folder for originals, scans, and translations

Identity and civil status documents

Identity documents prove who you are and help INZ match your records across countries. Use clear colour scans of current documents, and keep expired passports if they show past travel, visas, or name history.

Civil status documents are often needed for partners, dependent children, family residence, and any application where relationships matter. If a document has been reissued, keep the older version too, especially if names, spellings, or places differ.

- Current passport bio page
- Previous passports with visas or travel history

- National identity card, if applicable
- Birth certificate
- Marriage, divorce, separation, or name-change documents
- Children's birth certificates and custody documents



Family and relationship evidence

For partner, family, and dependent child applications, INZ usually wants evidence that the relationship is genuine, stable, and meets the relevant visa instructions. Do not rely on one document only; build a consistent picture across time.

Good relationship evidence is organised, dated, and easy to understand. Avoid sending hundreds of unlabelled screenshots. Select documents that show shared life, financial connection, communication, and support, then explain any gaps honestly.

- Joint tenancy, mortgage, or household bills
- Joint bank records or shared financial commitments
- Photos with dates, places, and context
- Travel records together
- Messages or call records in a reasonable sample
- Statements from family or friends, if relevant

Work, income, and job evidence

Work evidence is central for many New Zealand applications, including Accredited Employer Work Visa, Skilled Migrant Category, Green List roles, and some partner or resident applications. INZ may look at the job, employer, duties, pay, hours, and whether the role matches immigration instructions.

If you are applying through employment, keep both employer-issued documents and independent proof. Job titles alone are not enough; duties, reporting lines, tools used, and employment dates often matter. Wage thresholds and median wage settings change often — confirm current rules with INZ or a licensed adviser.

- Employment agreement or job offer
- Employer support letter
- Detailed job description

- Payslips and bank salary deposits
- Tax records or employment insurance records
- Reference letters with duties and dates
- Evidence of employer accreditation, where relevant



Qualifications, registration, and skills

Qualifications may support skilled employment, points claims, occupational registration, or study-to-residence planning. INZ may need to understand the level, awarding institution, study dates, mode of study, and whether the qualification is recognised for the pathway.

Some roles also require New Zealand occupational registration before a visa can be approved or before work can start. Do not assume a degree alone is enough. If an assessment, registration, or professional licence is required, plan early because these processes can take time and rules change often — confirm current rules with INZ or a licensed adviser.

- Degree or diploma certificate
- Academic transcript
- Course completion letter
- NZQA assessment, if required
- Professional registration or practising certificate
- Trade certificates or apprenticeship records
- Evidence of professional memberships

Health, character, and travel history

Most visa applicants must meet health and character requirements. INZ may ask for medical examinations, chest x-rays, police certificates, or explanations of past immigration, criminal, or health issues. The exact requirement depends on your visa, stay length, nationality, age, and history, and rules change often — confirm current rules with INZ or a licensed adviser.

Prepare early if you have lived in several countries, changed names, or have old court or immigration records. Police certificates must usually come from the correct authority and may need to cover specific periods. For health matters, provide honest information and keep any specialist reports ready if requested.

- INZ medical and x-ray instructions
- Police certificates from required countries
- Court records or discharge papers, if relevant
- Previous visa refusal or deportation records
- Military service records, if applicable
- Travel history and past visa records



Translation and certification without double paying

If a document is not in English, INZ normally needs an acceptable English translation. Use translators that meet INZ requirements for your application type, and translate the full document, including stamps, seals, handwritten notes, and back pages where relevant.

Certification is different from translation. A certified copy confirms a copy matches the original; a translation confirms meaning in English. Before paying, ask whether INZ needs the original scan, a certified copy, a notarised copy, or only an acceptable translation. Requirements can vary and change often — confirm current rules with INZ or a licensed adviser.

- Scan originals in colour before translating
- Keep file names clear and consistent
- Translate all pages and official stamps
- Check whether certification is actually required
- Use one master spelling of every name
- Keep translator details and declarations



Your next steps

- 1 Choose your likely visa pathway and download the latest INZ checklist before collecting or paying for documents.
- 2 Create a document map showing each requirement, the evidence you have, what needs translation, and what still needs to be requested.
- 3 If anything is unclear, speak with INZ or a licensed immigration adviser; Yimin can help you compare and connect with suitable licensed support, but does not provide personalised immigration advice.

A tidy document folder makes the whole visa journey feel more manageable.

Yimin is a free, independent information and matching service. It is NOT a Licensed Immigration Adviser and does not provide personalised immigration or legal advice. Everything here is general information and indicative only — New Zealand immigration policy changes often, so always confirm current rules and your own situation with Immigration New Zealand (INZ) or an IAA-licensed immigration adviser or lawyer.