



Southern Cross
University



Working in Australia

Can I work in Australia?

If you need help to understand what you can or cannot do on your Student Visa, contact your International Student Support team for more information. Remember, it is your responsibility to understand your visa conditions. Further information is available from:

Department of Home Affairs:
Phone **13 18 81** or homeaffairs.gov.au
and homeaffairs.gov.au/trav/stud/more/work-conditions-for-student-visa-holders

Number of hours I can work?

Generally, coursework students can work a maximum of 48 hours per fortnight when their course is in session, and unlimited hours during holidays and non-compulsory study sessions. A fortnight is defined as a 14-day period beginning on Monday and ending on Sunday.

Students studying for a PhD or Masters by research can work unlimited hours throughout the year.

Graduate visas: You may be eligible for a visa that will allow you to stay

and work in Australia after completing your studies. Please also refer to any scholarship conditions regarding working hours. Check your eligibility online for the latest information: homeaffairs.gov.au

Do I have to pay tax?

Yes. Australian Tax Office (ATO):
Phone **13 28 65** or ato.gov.au. You will need a Tax File Number. Apply for one, for free through the Australian Tax Office. Claim your tax back at the end of the financial year in Australia (30 June).

If you leave the country permanently before that date you can claim your tax back early.

Superannuation

If your monthly wage is more than AU\$450, your employer must contribute a specified percentage of your wage into a superannuation (pension) account for you. You will need to advise your employer of your superannuation fund. In most cases, you can access your contributions when you leave Australia permanently, although the contributions will be taxed.

Visit the Australian Tax Office site on ato.gov.au to assess your eligibility to claim your superannuation contributions.

Know your rights

It is important to talk with the International Student Support team if you are unsure of correct Australian working conditions. More assistance and information is available from the Fair Work Ombudsman:

Find my award
fairwork.gov.au

Language help is available through fairwork.gov.au/language-help and **13 14 50**

fairwork.gov.au/tools-and-resources/fact-sheets/rights-and-obligations/international-students



Careers and Employability
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Cash, ABN and 'contractor' payments

Some employers pay in cash instead of into your bank account. This is okay, provided they also:

- deduct tax from your pay
- give you payslips showing how much tax has been deducted
- pay superannuation contributions on your behalf (if you are entitled to superannuation).

If an employer does not do these things, you may be receiving the wrong pay and superannuation benefits.

Be aware that some employers may incorrectly treat you as a contractor or ask you to get an Australian Business Number (ABN). Having an ABN does not make you a contractor. Only people who operate a business can have an ABN.

If an employer offers to pay you in cash without deducting any tax or paying contributions into your superannuation fund, report them (anonymously) to the Australian Tax Office by phoning 1800 060 062.

How do I find work as a student?

Websites, newspapers, networking and volunteering

See local jobs on Jobs Tracker in CareerSuccess.

Other useful Australian job search websites:

adzuna.com.au

workforceaustralia.gov.au

au.indeed.com

gradconnection.com

au.jora.com

au.prosple.com

seek.com.au

Networking:

Many jobs in Australia are not advertised. This means you limit your ability to get a job if you rely solely on looking for advertisements online or in the newspaper. You will need to let the people in your network know about your job search. [See our Fact Sheet](#) on Networking to help you with this task.

Applying for a job:

If you find a job that suits your skills and knowledge you may need to submit an application. [See our Fact Sheets](#) for help to write a cover letter, create a resume, address selection criteria and attend an interview.

Volunteering and unpaid work:

Explore volunteering as a way to help you get experience. Search the web at:

volunteeringaustralia.org (National)

volunteeringgc.com.au (Gold Coast)

Job advice for international students checklist

- I have read 'Working in Australia' for International Students on the SCU website
- I am a current student and I have checked my visa status.
- I have a Tax File Number that I use with every employer.
- I know the number of hours I am permitted to work.
- I know how much I legally should be paid and my workplace rights.
- I have conducted searches on the internet or newspapers for paid and volunteer jobs.
- I am letting people know that I am looking for a job and asking them if they know of any suitable positions. I regularly check with SCU's online job vacancy site, Jobs Tracker in CareerSuccess.
- I have considered volunteering to get some local experience and to help me practice my English (if it's my second language).



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