

FAQs re obtaining a Working with Children Check (WWCC) in your state



Western Australia

1. Obtain your WWCC Application Form from an Australia Post outlet near you.
2. Handy hints on how to complete the application are available [here](#).
3. Contact the ACICIS Secretariat in Perth to request assistance with completing Part 6 of the application form. You can post your form to the Perth office, or drop in to have a Secretariat Officer complete this section.
4. You must submit the hard-copy of the application at an Australia Post outlet.
5. Cost: for volunteers, unpaid people and students on unpaid placement: \$11.00
6. For more details about this application process, [see here](#).

South Australia

1. ACICIS is a registered organisation with the Department of Human Services and can lodge a screening on behalf of a student. If you require a screening check, please contact the ACICIS Secretariat and we will lodge a 'Child-related employment screening' for you.
2. You will then receive an email with login instructions for you to complete your application.
3. Cost: Child-related employment (Tertiary/Secondary Student): \$58.30
4. For more details about this screening, [see here](#).

Northern Territory

1. Applications for a WWCC (also called an 'Ochre Card') are available online. Alternatively, you can complete a downloadable application form and submit the form in person at SAFE NT or a Tertiary Business Centre.
2. The ACICIS Secretariat can complete a 'wwcc volunteer concession form' for a student if required.
3. Cost: for volunteering in child-related work: \$6.00
4. For more details about this application, [see here](#).

Victoria

1. You can complete the application form and verify your identity online, but then you need to complete your application at an Australia Post outlet in Victoria.
2. Cost: Volunteer card: FREE
3. For more details about the application process, [see here](#).

New South Wales

1. You can complete the application form online, but then you need to complete your application at a Service NSW centre.
2. Cost: Volunteer card: FREE
3. For more details about the application, [see here](#).

Tasmania

1. You can lodge your application online for the registration to work with vulnerable people. You will need to visit a Service Tasmania outlet to provide proof on identity, have your photo taken, etc.
2. Cost: Volunteer only: \$18.60
3. For more details about the application, [see here](#).

ACT

1. You can apply for a working with vulnerable people in ACT online. Applications can also be lodged at Access Canberra Service Centres.
2. Cost: Volunteer registration: FREE
3. For more details about the application, [see here](#).

Queensland

1. You will have to obtain a 'Blue Card', which is the QLD equivalent of a WWCC. You can start your application online, or you can complete a hard-copy application form.
2. Please contact the ACICIS Secretariat if you require details in the 'Organisation Details' section.
3. Cost: Volunteer card: FREE
4. For more details about the application, [see here](#).

If you need any assistance with obtaining your WWCC, please contact:

Email: practicum@acicis.edu.au

Phone: 08 6488 6675