



How To Apply For A Volunteer Blue Card (QLD Working with Children Check)

To be a volunteer UNIQ You Advisor with UNIQ You, you must obtain a Blue Card Working with Children Check. As many of our registered schools are based in Queensland, a Blue Card is required to volunteer or work with children within this state. No Card, No Start laws have been in effect since 3 Aug 2020.

Part 1 (Create an online account)

If you **do not** have a Queensland Drivers License or QLD issued ID, follow the instructions 'Applying for a CRN' on the following page.

1. Register to create an online account - you will need to have a form of Queensland issued ID to do so e.g Drivers License (the number on the top right is called the CRN).
2. To begin applying, follow this link: <https://my.bluecard.qld.gov.au/login>
3. Register for an online account. ([Watch this video for further information](#)).
4. Complete the proof of identity questions.
5. You will be issued with an online account number. It will look something like this: 471234 (maximum of 10 numbers).
6. **Email hannah@uniqyou.com.au and state your online account reference number, name and date of birth.**
7. UNIQ You will link your account to our organisation and you will receive an email/text stating you are linked. You will then be able to log back into Blue Card Services and complete your online application.

**Go to the next page for Part 2
of the application process**



If you require support or have questions, please contact:

**Hannah Goodfellow, Advisor Department
advisors@uniqyou.com.au**



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Part 2 (Complete the Blue Card Application)

8. Go to [Blue Card Services Applicant Portal](#)
9. **Choose - Apply for a Blue Card or exemption card** ([Watch this video for more information](#)).
10. Answer the questions regarding eligibility
11. Choose - **Volunteer (there is no fee for a Volunteer card)**
12. If prompted, choose - Type of Child Related Activity: **Health, Counselling and Support Services.**

Interstate Applicants - How To Apply For A CRN

If you do not have a Queensland Transport and Main Roads (TMR) issued identification, there are 3 parts to applying:

1. Obtain a CRN
2. Register for an online account
3. Apply for the Blue Card

Follow the steps outlined in the 'Remote Pack application for a Department of Transport and Main Roads (TMR) Customer Reference Number (CRN). [Remote Pack application for a CRN.](#)

The Remote Pack includes the following documents:

1. Getting a Customer Reference Number for your blue card application form
2. New Customer Application (QF3503) form
3. Specimen Signature (QF2127) form
4. Evidence of Identity Requirements for Individuals (QF4362) form

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Interstate Applicants - How To Apply For A CRN

There are 6 steps to be able to obtain a CRN which allows you to apply for a Blue Card.

1. Complete page 1 of the form: New Customer Application (QF3503) - [New Customer Application](#)
2. Sign the Specimen Signature form - [Specimen Signature](#)
3. Gather three original EOI documents and photocopy them e.g Australian birth certificate + Medicare card + debit or credit card
4. Provide two identical current colour photographs
5. Have your documents and photos witnessed
6. Post to the address below

**Please write 'For Blue Card Application' on the above paperwork.
These documents need to be returned to TMR and not Blue Card Services.**

The Manager
Department of Transport and Main Roads (TMR)
Dalby Customer Services Centre
PO Box 767
Dalby QLD 4405

Once you have received your CRN, you can 'Register for an Online Account' and then 'Apply for a Blue Card' online. Follow the instructions in Part 1 and 2 of this document.

You must wait until you have received your CRN before you can submit your application for a Blue Card.

How long will it take?

Blue Card's take between 1-7 days to be processed.

CRN Applicants with no criminal history information should generally allow up to 28 days for an application to be processed.

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