Immigration Canada Online Application Guide
Go to **this website** to find the application portal.

Click here to start online application.

Click here to check weekly updated processing time info from Immigration Canada.
All work permit applications (new or renewed) from **inside Canada** (e.g. PGWP, Coop Work Permit, Spousal WP) would be under “work permit extension.”
Click here to start the online application.
account

View the applications you submitted

Review, check the status or read messages about your submitted application.

Search:  
Showing 0 to 0 of 0 entries | Show 5 entries

<table>
<thead>
<tr>
<th>Application type</th>
<th>Application number</th>
<th>Applicant name</th>
<th>Date submitted</th>
<th>Current status</th>
<th>Messages</th>
<th>Action</th>
</tr>
</thead>
</table>

No data available in table

Did you apply on paper? You can check your application status online if you add (link your paper application to your account).

Continue an application you haven't submitted

Continue working on an application or profile you haven't submitted or delete it from your account.

Search:
Showing 0 to 0 of 0 entries | Show 5 entries

<table>
<thead>
<tr>
<th>Application type</th>
<th>Date Created</th>
<th>Days left to submit</th>
<th>Date last saved</th>
<th>Action</th>
</tr>
</thead>
</table>

No data available in table

Start an application

Apply to come to Canada

Apply for permanent residents, study permits, Express Entry and International Experience Canada. You will need your personal reference code if you have one.

Refugees, apply for temporary health care benefits

Use this application if you are a protected person or refugee claimant who wants to apply for the Interim Federal Health Program.

Students, transfer schools

For approved study permit holders only. Tell us if you are changing designated learning institutions. You will need your application number.

Account messages

Read messages related to your account. Messages about a submitted application are on your application status page.

You have no messages.

Report a problem or mistake on this page

Contact information | Government | Transparency | Feedback

Page 5
Personal checklist

Personal Reference Code
If you have already completed the Come to Canada or the Express Entry wizard, you would have received a document checklist and/or a personal reference code, based on the answers you provided.

* Please enter your personal reference code to begin your application. (required)

Continue  Cancel

I do not have a Personal Reference Code
If you do not have a personal reference code, you may answer a series of questions to find out if you are eligible to apply for a visa and/or permit, apply for Express Entry, and begin an online application.

If you begin your application after you have logged into your account, you will not receive a personal reference code, as the system will save your document checklist right into your account.

Determine your eligibility and apply online:

- Visitor visa, study and/or work permit
- Express Entry (EE)
- International Experience Canada (IEC)

Report a problem or mistake on this page
Click the “?” button to get help from CIC whenever you are not sure about a question.
Select one based on your purpose for **THIS** application.

### Find out if you're eligible to apply

**What would you like to do in Canada?**

Please make a selection

- Study
- Visit
- Work
- Move there
- Work
- Transit only - less than 48 hours
- IEC - Travel and Work

**What is your current country/territory of residence? If you are presently in Canada, you should select Canada.**

Please make a selection

**Do you have a family member who is a Canadian citizen or permanent resident and is 18 years or older?**

Please make a selection

**What is your date of birth?**

Select year  
Select month  
Select day

### Selections

<table>
<thead>
<tr>
<th>Your purpose</th>
<th>Selection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Renew SP</td>
<td>Study</td>
</tr>
<tr>
<td>Renew SP + Coop WP</td>
<td>Study</td>
</tr>
<tr>
<td>PGWP, Coop Work Permit, Research/Post-Doc Work Permit, Spouse Work Permit</td>
<td>Work</td>
</tr>
<tr>
<td>TRV</td>
<td>Study (SP holder) or Work (PGWP holder)</td>
</tr>
<tr>
<td>Visitor record extension</td>
<td>Visit</td>
</tr>
</tbody>
</table>

### Legend

<table>
<thead>
<tr>
<th>Legend</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>SP</td>
<td>Study Permit</td>
</tr>
<tr>
<td>PGWP</td>
<td>Post Graduation Work Permit</td>
</tr>
<tr>
<td>TRV</td>
<td>Temporary Resident (Entry Visa)</td>
</tr>
</tbody>
</table>
What would you like to do in Canada?

How long are you planning to stay in Canada?
- Temporarily - less than 6 months
- Temporarily - more than 6 months
- Permanently

What is your current country of residence?

Do you have a family member who is a Canadian citizen or permanent resident?

What is your date of birth?
-- Day --
-- Month --
-- Year --
If you have selected “Worker,” you will see this question. If you have selected “Student,” you will jump to the end of this questionnaire.

You don't need to apply anything if you are qualified to work on campus.
Choose “Yes” only if you are applying for PGWP.

You don’t need to apply anything if you are qualified to work off campus.

Choose “Yes” only if you are applying for a Coop WP.
Confirmation of completion letter from your faculty (make sure it has information on your program completion date).

Get your final transcript from SOLUS.
If you apply to renew SP and COOP WP at the same time.

None of the student work permits (PGWP, COOP WP) require a job offer.
If you answered “Yes” to the above question, you must submit proof (any record or receipt of the medical exam). Do not submit the results of your exam. If you can’t find any record, write a letter explaining that you could not find a receipt and indicate the date you had your medical exam, where it was done, etc. Then upload the file here.

<table>
<thead>
<tr>
<th>Details</th>
<th>Document Name</th>
<th>Help</th>
<th>Options</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Provided</td>
<td>Passport or Travel document</td>
<td>![Help Icon]</td>
<td>[Upload File]</td>
</tr>
<tr>
<td></td>
<td>(required)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not Provided</td>
<td>Proof of Medical Exam</td>
<td>![Help Icon]</td>
<td></td>
</tr>
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<td></td>
<td>(required)</td>
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<td></td>
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<tr>
<td>Not Provided</td>
<td>Digital Photo</td>
<td>![Help Icon]</td>
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<tr>
<td>Not Provided</td>
<td>Letter of Acceptance</td>
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<tr>
<td></td>
<td>(required)</td>
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<td></td>
</tr>
</tbody>
</table>
Canada is NOT a designated country.

When applying for a COOP WP or PGWP, choose “Yes” if your work could fall in these fields. You might be asked to get a medical exam. If so, follow the instructions on the next page.

If you choose “No,” your work permit could be restricted, and you may not be able to work in these fields.
If you need to get a medical exam, you will see this question. It's recommended to choose “No” so you can submit this application, then go to get your medical exam. While you are waiting for your application to be processed, you should have enough time to complete your medical exam, and the result can be sent to CIC before your application has been processed.
Once you have indicated that you will submit your medical exam after submitting your application, you will see this required document. Just click on the “!” (or “?”) and download the “Request for Medical Exam” form. Check the “Yes” box and save the file, then upload here.

If you have recently renewed your passport, photocopy both your old and current passports. Make sure your current passport pages are at the top. Put the information page of your current passport (with your picture, name, issue and expire dates) as the first page.
Your results

Based on the information you provided, the result(s) below indicate(s) whether you may be eligible to come to Canada.

**Study Permit (in Canada)**
You may be eligible to extend your stay in Canada as a student

**Temporary Resident Visa**
You will need a temporary resident visa to return to Canada.

If you are working or studying in Canada, your temporary resident visa may expire at the same time as your work or study permit. If your work or study permit is expiring soon, please renew your study or work permit first. Once your study or work permit is approved, you may apply for your temporary resident visa.

[Continue button]

[Exit Questionnaire button]
Checklist sample: PGWP

Confirmation of completion letter from your faculty (make sure it has information on your program completion date).

Get your final transcript from SOLUS.
Click on the link to download the form to your computer. Fill it out on your computer and then “Validate” the form.

If it doesn't open, right click and choose “Save Link As”. Then open it using ADOBE software from the saved to folder.

Then **DO NOT** print out. **NO NEED to sign.** Just upload the completed PDF form. Remember to re-validate every time you have made changes.

**Internship letter from internship office.**

**CIC guidelines for supporting documents.** Possible supporting documents: Bank balance, most recent lump sum deposit record, tuition receipt for coming term(s), rent payment receipt for coming month(s), scholarship letter for coming year, etc.

**Checklist sample: SP + COOP**
You're only allowed to upload one file, not one page. If you have scanned any document with many pages, merge them to one file. You could get technical help from IT if you don't know how to merge pages. There are also some free services online such as: https://www.pdfmerge.com/.

Order your transcript.

Click on the "?" button to get detailed instructions on photos.

Verification of Enrolment.
Form for all Work Permits

Your Study Permit expiry date.

If it doesn't allow you to put in any past date, just put in tomorrow's date.
If you have any other ID card (document) from your own country other than your passport.
<table>
<thead>
<tr>
<th></th>
<th>Residential address: Same as mailing address.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Apt/Unit</td>
</tr>
<tr>
<td></td>
<td>City/Town</td>
</tr>
<tr>
<td>3</td>
<td>Telephone no.</td>
</tr>
<tr>
<td></td>
<td>Business</td>
</tr>
<tr>
<td>6</td>
<td>E-mail address</td>
</tr>
</tbody>
</table>

**COMING INTO CANADA**

1. Date and place of your original entry to Canada
   - Date: 2008-09-02
   - Place: Toronto
2. a) The original purpose for coming to Canada
   - Study
3. Date and place of your most recent entry to Canada (if not the same as original entry)
   - Date: 2012-08-25
   - Place: Toronto
4. If applicable, provide the document number of the most recent Visitor Record, Study Permit or Work Permit issued to you.
   - Document Number: P123456789
For all student work permit applications (COOP, PGWP), you can leave these fields empty.
## EDUCATION

Have you had any post secondary education (including university, college or apprenticeship training)?

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Field and level of study</th>
<th>School/Facility name</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008 07</td>
<td>2013 04</td>
<td></td>
<td>Queen's University</td>
</tr>
</tbody>
</table>

If you answered "yes", give full details of your highest level of post secondary education.

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>City/Town</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008 07</td>
<td>2013 04</td>
<td></td>
<td>Canada</td>
</tr>
</tbody>
</table>

## EMPLOYMENT

Give details of your employment for the past 10 years, including if you have held any government positions (such as civil servant, judge, police officer, mayor, member of parliament, hospital administrator).

<table>
<thead>
<tr>
<th>From</th>
<th>To</th>
<th>Current Activity/Occupation</th>
<th>Company/Employer/Facility name</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008 07</td>
<td>2013 04</td>
<td>Student</td>
<td>Queen's University</td>
</tr>
</tbody>
</table>

Leave blank.
**BACKGROUND INFORMATION**
You must complete this section if you are 18 years of age or older.

1. Within the past two years, have you or any family members had tuberculosis of the lungs or been in close contact with a person with tuberculosis?
   - Yes [ ]
   - No [X]

2. Do you have any physical or mental disorder that would require medical or dental treatment, other than medication, during a stay in Canada?
   - Yes [ ]
   - No [X]

3. If you answered "yes" to question 1 or 2, please provide details on the name of the family member(s)/applicant(s).

4. Have you or any family members been convicted, or have you or any family members been convicted or are you currently on any criminal offense in Canada?
   - Yes [ ]
   - No [X]

5. Have you or any family members been convicted, or are you currently on any criminal offense in any other country?
   - Yes [ ]
   - No [X]

6. If you answered "yes" to question 5, please provide details.

7. Have you or any family members ever been convicted of any criminal offense in any other country?
   - Yes [ ]
   - No [X]

8. If you answered "yes" to question 6, please provide details.

9. Have you or any family members ever been in the military, police, or civil service in any country other than Canada or you currently on any criminal offense in any country?
   - Yes [ ]
   - No [X]

10. If you answered "yes" to question 8, please provide details.

11. Did you or have you or any family members ever been a member of any political party, or any political group or organization which has engaged in activities in support of a political or religious objective, or which has been associated with criminal activity of any kind?
    - Yes [ ]
    - No [X]

12. If you answered "yes" to question 11, please provide details.

13. Are you, or have you ever been, a member of any organization which has engaged in activities in support of a political or religious objective, or which has been associated with criminal activity of any kind?
    - Yes [ ]
    - No [X]

14. If you answered "yes" to question 12, please provide details.

*Make sure to read and understand all questions before answering them.*

*"Validate" every time you make changes.*
Just list all permit(s) and visa you have ever applied for.
DO NOT sign, DO NOT print.
Just upload the PDF file.
“Validate” every time you make changes.
Form for Study Permit
(If you apply SP + COOP WP together, you will use this form)

Your Study Permit expiry date.

If it doesn’t allow you to put in any past date, just put in tomorrow’s date.
If you have any other ID card (document) from your own country other than your passport.
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<tr>
<th>COMING INTO CANADA</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1</strong> Date and place of your original entry to Canada</td>
</tr>
<tr>
<td><strong>2a</strong> The original purpose for coming to Canada</td>
</tr>
<tr>
<td><strong>2</strong> Date and place of your most recent entry to Canada (if not the same as original entry)</td>
</tr>
<tr>
<td><strong>4</strong> If applicable, provide the document number of the most recent Visitor Record, Study Permit or Work Permit issued to you.</td>
</tr>
</tbody>
</table>
### DETAILS OF INTENDED STUDY IN CANADA

1. Have been accepted at the following educational institution
   - Name of School
   - My level of study will be: 
   - My field of study will be: 
2. Complete address of school in Canada
   - Province
   - City/Town
   - Address
3. Designated Learning Institution # (Or)
   - My Student ID #: 
4. The cost of my studies will be:
   - Tuition
   - Room and board
   - Other
5. a) Funds available for my stay (CAD)
6. a) In addition to a study permit, are you also applying for a work permit?
   - Yes
   - No
7. If you have been issued a Quebec ATC Certificate (CAQ), provide the:
   - Certificate Number
   - Expiry Date

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**Your current bank balance + estimated income for the coming year.** Review CIC supporting document guidelines. Possible supporting documents: Bank balance, most recent lump sum deposit record, tuition receipt for coming term(s), rent payment receipt for coming month(s), scholarship letter for coming year, etc.

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**This is school information.**

Queen's University’s DLI # is: O19376023352

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**If you apply to extend SP + Coop WP.**
Just list all permit(s) and visas you have ever applied for.

Study permit, work permit, temporary resident visa