

FOR INFORMATION PURPOSES ONLY. NOT A LEGAL DOCUMENT.

LETTER OF EXPLANATION SAMPLE.

REMINDER: [CHECK YOUR LOCA VISA-OFFICE REQUIREMENTS](#) FOR ANY SPECIFIC INFORMATION
NEEDED IN THE STUDY PLAN/LETTER OF EXPLANATION

[Date]

VIA IRCC Online Portal

Re: Application for Canadian Study Permit

[YOUR FULL NAME]

[Date of Birth]

Dear Visa Officer,

Please accept the enclosed application for a study permit. I am writing this letter to provide an overview of my request and additional information that may be helpful to you in assessing my eligibility for a study permit.

Request for Study Permit

I have been accepted to the [program name] at the [name of faculty], York University in Toronto, Ontario. [Include details relevant details: start date, program length, etc]. I am requesting a study permit in order to undertake my studies at York University starting in **September 2021**.

-Address purpose of study in Canada e.g. Why do you want to study at York University specifically, and be sure to tie any compelling factors about attending York (e.g. being a top research university) with how that directly benefits you and your future educational/career prospects in your home country. Why are you choosing not to continue studies in your home country or a neighboring country? How does the program of study at York University complement or build on your existing education? Be specific about any research that you did about other universities in your home country or elsewhere and explain the reasons why you

This document is a general guideline about how to write a [letter of explanation](#) to support your study permit application and is provided as a sample. Please edit according to your individual circumstances and be sure to only provide truthful and accurate information in your application.

DISCLAIMER: Information in this document was prepared by an International Student Advisor and licensed immigration specialist at York University in compliance with section 91 of the *Immigration and Refugee Protection Act (IRPA)*. This is not a legal document, does not constitute legal advice and is for informational purposes only. **Information may change without notice** and it is your responsibility to refer to [Immigration, Refugees and Citizenship Canada \(IRCC\)](#) for the most up to date information.

10 May 2021

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settled on York University – again tie it specifically into how pursuing studies in Canada will benefit you specifically upon return to your home country. If you are a graduate student, it is recommended that you address

Financial Resources

Confirm that you have sufficient financial resources to cover at least one year of tuition (name the amount) and living expenses (name the amount, min \$10,000) to support yourself ([extra for dependents](#)) in Canada.

Confirm that you have attached supporting documents that prove the amount and source of your funds. It is recommended to include a separate cover letter to accompany your financial support documents. Please see the study permit presentation slides (presented 10 May 2021) for suggestions on content for that letter.

Ties to Country of Residence / Citizenship

The visa officer must be satisfied that you will be a genuine temporary resident, and this is often assessed based on your ties to your country of residence as well as any previous international travel. Ties might include family, employment (or employment opportunities), property (home, land, other assets), financial, etc. Please see the study permit presentation slides (presented May 10 2021) for further suggestions on points to address here.

If you are applying from a country other than your country of nationality, you must acknowledge and provide proof of your current immigration status there. It is recommended that you show proof of ties to both your home country and country of residence. If your plan is to return to your country of residence, then it is recommended that you explain here how that will be possible after being away for several years – is your temporary residence in that country guaranteed for some time? Is there a job or family you will return to that guarantees you will be permitted to return there?

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Additional information

It is recommended that you acknowledge that you understand your responsibilities as a study permit holder in Canada. Confirm that you understand you must leave at the end of your authorized stay. Make mention of any travel history here if you have it and confirm if you have complied with the immigration laws of that country during those visits.

Thank you for your consideration of my application.

Sincerely,

[FULL NAME]

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