This document is a general guideline about how to write a letter of explanation to support your application for a short study permit extension, also referred to as a “bridging extension.” 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.
University which confirms the studies that I have completed to date, as well as my expected graduation date.

I have also attached documents to demonstrate that I have sufficient funds to continue covering my tuition fees and living expenses while I am in Canada.

**Provide reason for application.**

For example: “I would like to extend my study permit for an additional 90 days to provide enough time to receive confirmation that I have successfully completed my program and then apply for the Post Graduation Work Permit with a valid study permit”

**Explain any special requests/circumstances, if necessary.**

Thank you for processing my application and I look forward to your decision.

Sincerely

[Name]
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