



# STUDY PERMIT APPLICATION WEBINAR

Thank you for joining today's webinar.  
We will begin shortly.

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YORK 



# STUDY PERMIT APPLICATION WEBINAR

YORK INTERNATIONAL

INFORMATION CURRENT AS OF MARCH 1, 2022

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## Agenda

- Overview of the study permit application process
- Review COVID-19 impacts in application processing and travel
- Your questions

## Congratulations on your admission to York University!

- York University is home to a diverse and dynamic community of just over 10,000 international students, which now includes you!
- **York International** is a department within the University that is dedicated to supporting the needs of all international students, as well as domestic and international students who wish to study or work abroad.

International  
Student  
Advising

International  
Student  
Programing

UHIP

Go Global



# International Student Advising

## ONE-ON-ONE ADVISING WITH THE IN-HOUSE INTERNATIONAL STUDENT ADVISORS & IMMIGRATION SPECIALISTS!

- Study permit
- Temporary residence visa (TRV)
- Work on/off campus
- Co-op work permit
- Post-graduate work permit

## VIRTUAL SERVICES

Email: [iadvisor@yorku.ca](mailto:iadvisor@yorku.ca)

Website: [yorkinternational.yorku.ca/international-student-advising](http://yorkinternational.yorku.ca/international-student-advising)

### Advising:

- 1:1 Appointments
- **Virtual drop-ins (no appointment needed)**

*Only a licensed person can give immigration advice*

# DISCLAIMER WEBINAR SLIDES

The following slides were prepared by a licensed immigration professional in compliance with [section 91 of the \*Immigration and Refugee Protection Act \(IRPA\)\*](#).

This is **not** a legal document and does not constitute legal advice. It is for information purposes only, designed for individuals who attended the relevant information session.

Immigration 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 and to be sure you meet the eligibility criteria.

IRCC is the authoritative source for immigration legislation, policies, instructions and information.

**The information in this presentation is current as of March 1, 2022.**

# STUDY PERMIT APPLICATION PROCESS

1

## Preparing and Submitting

- Documents
- Forms
- Payment

2

## Specific Requirements

- Biometrics
- Medical exam

3

## Final decision

- Letter of Introduction
- (visa / ETA if required)

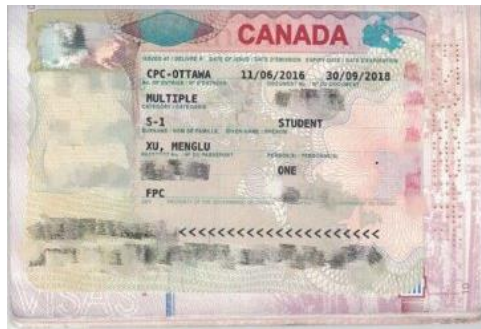


When does your passport expire?  
IRCC cannot issue visas beyond validity of your passport.



# STUDY PERMIT & TRAVEL DOCUMENTS IMPORTANT CONCEPTS

## TRAVEL RESIDENT VISA OR ETA



Required to *travel* to Canada (except for US citizens). Typically issued automatically once study permit is approved (no need for separate application).

[See here.](#)

## LETTER OF INTRODUCTION



Issued to applicants outside of Canada once study permit is approved.

[See here.](#)

## STUDY PERMIT



Issued at the Canadian border upon arrival. Confirms your temporary resident status as a *student* in Canada.

[See here.](#)

# Study permit application: How do I apply?

1. Review [IRCC's website](#) for information, instruction guide, eligibility requirements, application forms, document checklists
  - Use only official Government of Canada information
2. Application must be made outside of Canada
  - US citizens and permanent residents can apply at border but be aware of longer wait times due to COVID-19.
  - Work or study permit holders *already in Canada* should apply to extend status
    - Study permit holders – implied status and can start studies
    - Work permit or visitor permit holders – must have study permit approved **before** starting

## 3. Apply online

- If you **can't** apply online because of a disability or because there's a [problem with the online application](#), you can apply on paper.

# Study permit application: How do I apply?

## Should I hire a legal representative to assist with my study permit application?

- You are not required to hire a legal representative to help you apply for your study permit application
- That said, there are considerable benefits to hiring an **licensed** representative who is **experienced** in this particular area of immigration law to assist with your study permit application if you are able to.
  - Familiarity with the study permit application process
  - Knowledge about how to **proactively** address common reasons for refusal
- Find out if your representative is authorized (Lawyer, Immigration Consultant, Paralegal).
- Tips on choosing an immigration legal representative

# Study permit application: What do I need to apply?

## ▪ Application Forms

- IMM 1294 (Application for a Study Permit made Outside of Canada)
- IMM 5707 / 5645 (Family Information Form)
- Schedule 1 (if applicable)
- Any other forms required by your visa office

## ▪ Mandatory Supporting Documents – supporting documents must be in English or French and accompanied by an affidavit who completed the translation

- Valid passport
  - Check validity date
- Letter of Acceptance
  - Verify LOA includes tuition, start date, DLI#, etc
- Proof of financial ability
- Medical exam, if applicable
  - Recommended to complete medical exam before applying if possible
- Visa photo



# IRCC online application platform: preview & navigation tips



## Sign in to your IRCC secure account

Your account lets you start an application, submit and pay for your application, get messages related to your application, check the status of your application and update your information.

**Need help signing in  
or applying online?**

### Option 1: GCKey

Sign in with your GCKey user ID and password.

Sign in with GCKey

### Option 2: Sign-In Partner

Sign in with your online Canadian banking information if you have an existing account with 1 of our partners.

Sign in with Sign-In Partner

[View the full list of Sign-In Partners](#)

**Don't have an account?**

Register

<https://www.canada.ca/en/immigration-refugees-citizenship/services/application/account.html>

## 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  entries

| Application type ↑↓        | Application number ↑↓ | Applicant name ↑↓ | Date submitted ↓ | Current status ↑↓ | Messages ↑↓ | Action |
|----------------------------|-----------------------|-------------------|------------------|-------------------|-------------|--------|
| No data available in table |                       |                   |                  |                   |             |        |

Did you apply on paper or don't see your online application in your account? [Add \(link\) your application to your account](#) to access it and check your status online.

## 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  entries

| Application type ↑↓        | Date Created ↓ | Days left to submit ↑↓ | Date last saved ↑↓ | Action |
|----------------------------|----------------|------------------------|--------------------|--------|
| No data available in table |                |                        |                    |        |

## Start an application

### [Apply to come to Canada](#)

Includes applications for visitor visas, work and 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.

### [Citizenship: Apply for a search or proof of citizenship](#)

Use this application to apply for proof of citizenship (citizenship certificate) or to search citizenship records.

### [Students: Transfer schools](#)

For approved study permit holders only Tell us if

## Personal Reference Code

If you have already completed the Come to Canada or the Express Entry wizard, you would have 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 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 pre-arrival 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)

What would you like to do in Canada? *(required)* ?

Study

How long are you planning to stay in Canada? *(required)*

Temporarily - more than 6 months

Have you been accepted to a designated learning institution? *(required)* ?

Yes

Have you visited or lived in any one of the designated countries for 6 consecutive months in the last year? *(required)* ?

Please make a selection

Have you had a medical exam performed by an IRCC authorized panel physician (doctor) within the last 12 months? *(required)* ?

No

What is your marital status? *(required)* ?

Please make a selection

What is your province of destination? If visiting multiple provinces, select the one in which you will be spending most of your time. *(required)* ?

Ontario

### Your results

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

#### Students (Study permit)

You may be eligible to come to Canada as a student.

Continue

**TIP:** Click on “?” button to view additional document instructions or examples



Are you an **exchange student**? *(required)* ?

Please make a selection

Is work an essential component of your studies? *(required)* ?

Please make a selection

Are you a spouse, common-law partner or child of certain skilled worker or of certain full time international student that has or will have status in Canada? *(required)* ?

Please make a selection

Are you:

- A recipient of a Commonwealth scholarship; or
- A recipient of a full bursary (covering all expenses) from the Canadian International Development Agency (CIDA), including Francophonie scholarships; or
- A participant in a Canadian aid program for developing countries? *(required)* ?

Please make a selection

Do you want to submit an application for a **family member**? *(required)* ?

Please make a selection

In the past 10 years, have you given your fingerprints and photo (biometrics) for an application to come to Canada? *(required)*

Please make a selection

Is work **required** to graduate from your study permit in Canada? See your letter of acceptance. If not indicated there, then answer « no » for this question.

Answer **YES** if your spouse and/or children wish to accompany you to Canada and apply for a permit at the same time




You only need to give biometrics once in every 10 years. If you are unsure, Use the [Check Status Tool](#)

# *Have you lived in a designated country or territory for more than six months in the last year?*

- › If you're applying to become a temporary resident of Canada, you must have a medical exam if you:
  - want to come to Canada for more than 6 months and
  - have lived or travelled for 6 months in certain countries or territories in the year before you come to Canada
  - Answer “yes” if indicated as required on the list below.

You need a medical exam if there is a “yes” in the **second** column. Countries are listed alphabetically. Certain overseas locations may also be listed under the country of sovereignty, such as the United Kingdom.

Filter items  Showing 1 to 10 of 284 entries | Show  entries

| Country/Territory  | Immigration Medical Exam (IME) required  | Medical Office  |
|---|---|--|
| Afghanistan   | YES   | New Delhi  |
| Albania   | NO  | London   |
| Algeria   | YES   | London   |
| American Samoa  | NO  | Manila   |
| Andorra, Principality of  | NO  | London   |
| Angola  | YES   | London   |
| Antigua and Barbuda   | NO  | Ottawa   |
| Argentina   | NO  | Ottawa   |
| Armenia   | YES   | London   |
| Australia   | NO  | Manila   |

FIND OUT IF YOU NEED A MEDICAL EXAM.

# Sample document checklist

| Application Form(s) |  |              |  |
|---------------------|--|--------------|--|
| Details             | Document Name  | Instructions | Options                                    |
| Not Provided        | Application for Study Permit Made Outside of Canada (IMM1294) (required) | ?            | <input type="button" value="Upload File"/> |

Application Form(s)

| Supporting Documents |  |              |  |
|----------------------|--|--------------|--|
| Supporting Documents |  |              |  |
| Details              | Document Name                                    | Instructions | Options                                    |
| Not Provided         | Passport (required)                              | ?            | <input type="button" value="Upload File"/> |
| Not Provided         | Letter of Acceptance (required)                  | ?            | <input type="button" value="Upload File"/> |
| Not Provided         | General Education and Employment Form (required) | ?            | <input type="button" value="Upload File"/> |
| Not Provided         | Proof of Means of Financial Support (required)   | ?            | <input type="button" value="Upload File"/> |
| Not Provided         | Digital photo (required)                         | ?            | <input type="button" value="Upload File"/> |
| Not Provided         | Family Information (IMM5645) (required)          | ?            | <input type="button" value="Upload File"/> |

| Optional Documents |   |              |  |
|--------------------|---|--------------|--|
| Optional Documents |   |              |  |
| Details            | Document Name   | Instructions | Options                                    |
| Not Provided       | Schedule 1 - Application for a Temporary Resident Visa Made Outside Canada (IMM 5257) | ?            | <input type="button" value="Upload File"/> |
| Not Provided       | <b>Client Information</b>   | ?            | <input type="button" value="Upload File"/> |

Will only appear if you answered « yes » to the question «Is work an essential component of your studies »

Upload your letter of explanation/study plan and other supporting documentation here

# Filling out the IMM 1294 E form (Application for a Study Permit Made from Outside of Canada)

- Download the form to your computer and open it using Adobe Acrobat Reader
- Use the information from your passport (i.e. exact spelling of name)
- Use the information found in your letter of acceptance (i.e. program start date, length, and York University's DLI # 019361109242)
- National ID: optional
- Employment history: employment is not mandatory. You must complete at least one line and can fill in your most recent education details instead.
- Link to guide to help you: <https://www.canada.ca/en/immigration-refugees-citizenship/services/application/application-forms-guides/guide-5269-applying-study-permit-outside-canada.html>



# Study Permit Application IMM 1294 E

- Duration of expected study = see your letter of acceptance
- Cost of studies
  - “Tuition” → for one year of studies → see your letter of acceptance
  - “Room and board” → typically \$10,000
  - “Other” → typically \$5,000

## DETAILS OF INTENDED STUDY IN CANADA

|   |                |   |                                      |  |                                   |
|---|----------------|---|--------------------------------------|--|-----------------------------------|
| I have been accepted at the following educational institution (Attach the original letter of acceptance). |                |   |                                      |  |                                   |
| *a) Name of School<br>York University   |                | * b) My level of study will be:<br>University - Bachelor's Deg. ▼ |                                      | *c) My field of study will be:<br>Arts/Humanities/Social Science ▼ |                                   |
| d) Complete address of school in Canada   |                |   |                                      |  |                                   |
| *Province<br>ON ▼   |                | *City/Town<br>Toronto ▼   |                                      | *Address<br>4700 Keele Street                                      |                                   |
| 2 a) Designated Learning Institution # (O#)<br>O19361109242   |                | b) My Student ID # is:<br>Enter York Reference #                  |                                      | 3 Duration of expected study<br>▶                                  | *From<br>2021-09-11<br>YYYY-MM-DD |
|   |                |   |                                      |  | *To<br>2025-07-31<br>YYYY-MM-DD   |
| 4 The cost of my studies will be:   |                |   | 5 *Funds available for my stay (CAD) | 6 *a) My expenses in Canada will be paid by.                       | b) Other                          |
| *Tuition  | Room and board | Other   |                                      |  |                                   |

If you are less than 17 years of age, you must fill out the Custodian Declaration (IMM 5646) form.

The amount you indicate in “*Funds available for my stay (CAD)*” should **match the total amount of funds you are showing as proof**. E.g. if you have a combination of \$30,000 in your bank account, \$5,000 from your scholarship, and \$33,040 from your parents, you would indicate \$63,540.

# Study Permit Application IMM 1294 E

## BACKGROUND INFORMATION

**Answer truthfully (i.e.: Background questions)**

**Provide explanations for any “yes” answers**

2

a) Have you ever remained beyond the validity of your status, attended school without authorization or worked without authorization in Canada?

No

Yes

b) Have you ever been refused a visa or permit, denied entry or ordered to leave Canada or any other country or territory?

No

Yes

c) Have you previously applied to enter or remain in Canada?

No

Yes

\*d) If you answered “yes” to question 2a), 2b) or 2c), please provide details.

In January 2018, I came to Canada on a visitor visa, and stayed for 3 weeks.

# Study Permit Application Summary

## SUMMARY

- **Application Form [IMM1294] – a few tips**
- Ensure forms are complete and accurate
  - If not enough space on forms, attach an extra sheet
- Required information will be on your Offer of Admission
  - Duration of studies, DLI #, tuition, etc
  - DLI#: O19361109242
- Answer truthfully (i.e.: Background questions)
  - Provide explanations for any “yes” answers
- Validate form once completed. **No need to print/sign your application if applying online.**

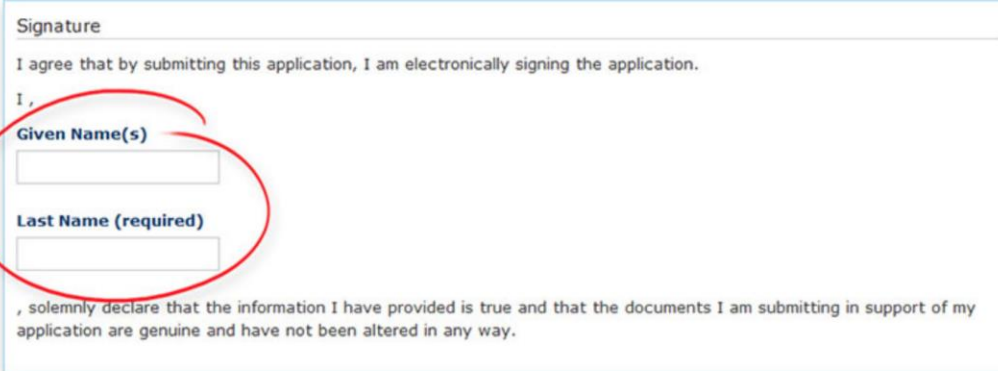
# How do I sign my online application?

You have to type in your name and answer a security question to submit your application. **This is your electronic signature. Do not** print out your application form to sign it.

To sign your online application:

## 1) Type your name in the boxes.

Your given name and last name must be **exactly** the same as on your application form. If you're under the age of 18, your parent or guardian must sign your form for you.



Signature

I agree that by submitting this application, I am electronically signing the application.

I,

**Given Name(s)**

**Last Name (required)**

, solemnly declare that the information I have provided is true and that the documents I am submitting in support of my application are genuine and have not been altered in any way.

## 2) Answer the security question.

This will be one of the four security questions you created when you registered your [account](#). You must answer exactly as you did when you created them.

Source: <https://www.cic.gc.ca/english/helpcentre/answer.asp?qnum=740>



# Study Permit Application: Gather your required documents

## Important

Check your [local visa-office instructions](#) for the country where you are applying and include all additional mandatory documents

### ▪ **Mandatory Supporting Documents** – supporting documents must be in English

- Valid passport
  - Check validity date
- Letter of Acceptance
  - Verify LOA includes tuition, start date, DLI#, etc
  - Proof that you have accepted your offer / paid deposit (recommended)
- Proof of financial ability
- Medical exam, [if applicable](#)
  - Recommended to complete medical exam before applying
- Visa photo
- Study plan/Letter of explanation

\*This presentation will spend more time focused on the highlighted boxes.

# Letter of acceptance

**MYFILE** Logout

► **Main Page** **Welcome to York University's Application Portal (MyFile)**  
Within MyFile, there's everything you need regarding your application to YorkU.  
Read on to understand what you'll find in the tabs in the left navigation bar:

**Application Status** **Application Status:** You will find the status of your application including admission decisions.

**Supporting Documents** **Scholarship:** Upon admission, if you are eligible for an undergraduate admission scholarship it will be listed here.

**Address Details** **Supporting Documents:** If your application requires supporting information, use this screen to upload the documentation to each requirement. Have a question about these documents? Please visit our [Applied Page](#) for more information.

**Apply for Housing** **Address Detail:** A list of your current address information.

**Book/Manage My Enrolment Appointment** **Housing:** Upon admission, use this tab to apply to a university residence.

**Admission Letters** **Book/Manage My Enrolment Appointment:** Upon admission, and once you have accepted your offer, use this screen to book your academic advising appointment.

**Admission Letters:** Find all your official admission notifications from the Office of Admissions including decision letters and missing document letters.

**Transfer Credit Supplemental Form:** Upon admission, this is available to undergraduate students who have been identified as eligible for transfer credits.

Interested in studying at [Glendon](#)? Vous souhaitez étudier à [Glendon](#)?  
Visit our [Applied Page](#) for answers to common questions, definitions and processing timelines.

- You can find this in [MyFile](#). Letters of acceptance are only issued **once**.
- Under “**Application Status**” will be confirmation that you accepted your offer.
- Under “**Supporting Documents**” will be a list of the documents that you are required to upload and a separate column indicating whether the document(s) were received by York University. You can screenshot this page and include it as part of the confirmation that you have cleared your admission conditions.
- Under “**Admission Letters**” You will find important documents:
  - proof of payment receipts
  - Decision letter
  - Acceptance/Visa letter

# Letter of acceptance – What if my letter of acceptance is conditional?

- You can and should still apply for a study permit, as ‘full acceptance’ letters are not generally issued
- Note: The Student Direct Stream (For example, India and Philippines) may require an unconditional letter of acceptance. In this case, may need to [apply through the regular stream](#)
- **In your letter of explanation, you should explain how you will clear the conditions & provide any relevant supporting documents (e.g. grade reports/marksheets provided to date)**

## Conditional letters of acceptance

When successful completion of a prerequisite course or program is required before admission into a program of study, the DLI may issue a conditional letter of acceptance to a foreign national. This letter should be submitted when the applicant applies to enter Canada as a temporary resident.

When the completion of a prerequisite program, such as English as a second language (ESL) or French as a second language (FSL), is a condition for enrolment in a subsequent program, officers issue a study permit for the length of the prerequisite program plus 1 year.

Students who successfully complete their prerequisite program will then need to apply for a new study permit and demonstrate they have completed the admission requirements.

[See here](#).

If your offer of admission DOES NOT require you to complete a prerequisite course or program (like an English language course) before you begin your program of study, then simply 1) confirm that in your study plan and 2) explain that you have submitted all documents requested of the University to finalize your admission (i.e. transcripts etc) 3) attach a screenshot of the “Supporting Documents” page in your MYFILE.

## Letter of explanation / Study Plan

### Establish that you are a **genuine student**

A study plan is like a cover letter (1-2 pages)\* for your application and helps to establish that your true intention is to seek a permit to study in Canada and not for some other reason.

Common questions to establish that you are a genuine student:

- Why do you want to study in York University (speak in specific, factual and practical terms)
- Why this step in your education journey is logical/beneficial
- Why can't you do it in your home country or neighbouring countries (be specific)
- How your studies will help your employment prospects (be specific, provide proof where possible; a letter from an employer who may hire you when you return could be very helpful, for example)

\*Check your [local visa office requirements](#) for any specific instructions regarding the study plan, such as the questions to ensure you address or a page/word limit.

## Letter of explanation / Study Plan

### Demonstrate that you have **sufficient ties** to your home country/residence

A study permit is an application for **temporary residence**, i.e. an officer must be convinced that you will leave Canada once you complete your studies / at the end of your authorized stay.

An IRCC officer has a wide range of decision making power to decide what will be factored into this analysis.

Ties to home country means explaining various aspects of your life that **bind** you to your home country: **Why would you want to or need to return home after your stay in Canada?**

Examples of ties to your home country:

- Family, family obligations and social relationships (a sworn affidavit can help)
- Documentation of an existing business or employment that you will return to
- Documentation of career potential including statistics from a reputable source, such as your government, showing that people with your skills are in high demand; or a letter from a potential employer.
- Property / assets
- Bonds paid to your government or scholarship funders to guarantee your return



# Proof of means of financial support

- IRCC wants to see that you have strong [proof of financial support](#).
- **Must** show sufficient (liquid) funds for your tuition, living costs & travel, for your first year of studies.
  - Your letter of acceptance will indicate:
    - Cost of tuition for one year
    - Books/Personal expenses
    - Residence/Meals
    - Health care
  - You should be prepared to demonstrate the ability to fund one full year of tuition and a **minimum** of \$10,000 for your first year of living expenses ([additional if accompanying family members](#))
  - Source of funds must be **clear, sufficient** and **reliable**.
    - Eg. If your funds are being provided from a parent or family member, they must provide proof of WHERE the funds are coming from (e.g. if they are working, they should provide an employment letter, if they have a business, they should provide proof of business ownership). Additionally, it is important to provide a letter from the sponsor (preferably notarized) explaining that they will support your studies in Canada.
    - **Third party funds** (funds from anyone else other than yourself or your parents): not preferred; will be assessed on a case-by-case basis
  - Check your [local visa requirement instruction guide](#) for specific financial support documentation that is required.

# Proof of means of financial support - continued

Recommendation: **include a cover letter** that lists all of the documents that you are submitting as proof of financial support for your application.

The cover letter should include:

- Your name, your date of birth and UCI number
- The title “Proof of Funds and Financial Support”
- A brief summary confirming that you meet the eligibility requirement for having sufficient funds
  - The funds required for me to study and live in Canada are approximately [insert the amount]. This amount is based on an estimated cost of tuition for one year [insert amount of tuition] as indicated in my letter of acceptance and [xxx amount] for living expenses. Below is a list of documents proving that I have sufficient financial funds to cover these costs.
- A list of the documents you are providing and a brief description:
  - 1. Bank statements from November 2020 – April 2020, of my father, [NAME] (Balance: CAD \$XX)....pages 1-10
  - 2. Proof of property ownership for my mother, [NAME].....pages 11-13
  - 3. Proof of employment for my [spouse/father/mother]....pages 13-16
  - 4. Proof of funding from York University [eg. graduate student funding/scholarship]....page 17

# Do I need to provide proof of paid tuition?

Whether you should provide proof of paying the registration deposit and/or your tuition for the purpose of your study permit application depends on a few factors.

**NOTE:** Proof of paid tuition CAN INCLUDE a receipt from your bank confirming that the payment was submitted to York University.

|  |  |
|--|--|
| STEP 1   | Consult your <a href="#">country-specific visa office requirements</a> and ensure you are following the specific requirements listed there   |
| STEP 2   | For the standard study permit application stream, proof of paid tuition or a registration deposit is not a requirement to submit a complete study permit application UNLESS it is specified in your country-specific visa office instructions. Again, ensure to double check this using the link directly above for your specific country's requirements.  |
| STEP 3   | HOWEVER, proof of paying your registration fee and tuition (partial or full payment) can serve to strengthen your study permit application in the sense that doing so may lend credibility to the fact that you are a genuine student, with genuine intentions to study in Canada. Depending on how much you pay upfront, it can help to demonstrate to IRCC that you have the financial means to afford your education and living expenses in Canada. |
| NOTE: IRCC officers have a wide range of decision-making power when evaluating a study permit application and proving financial sufficiency is one part of a larger assessment made by the IRCC officer to determine whether you meet the requirements to study in Canada. |  |
| STEP 4   | If you wish to pay deposit /tuition fees as evidence to support your study permit application, <a href="#">use this link to make a deposit</a> using one of the two methods listed and a payment receipt will be <a href="#">added in your MyFile</a> in 4-5 working days after the payment is received. You can deposit any amount and it will be placed in your student account for now and can be used for fee payment later.                       |

# What if I can't provide a document due to COVID-19?

- If you can't provide a document due to COVID-19 service disruptions (e.g. medical exam, police certificates), you can still apply.
- You **must include a letter of explanation in place of the document outline why you can't provide the document.**
- You will need to provide all required documents before a final decision on your application can be made.

# Student Direct Stream

- SDS is an expedited study permit application process, available to those residing in:
  - Antigua and Barbuda, Brazil, China, Colombia, Costa Rica, India, Philippines, Pakistan, Peru, Vietnam, Morocco, Senegal, Saint Vincent and the Grenadines, Trinidad and Tobago, Vietnam
- Processing time = 20 calendar days
  - Expect delays due to COVID
- **MUST** apply online and include **mandatory** documents:
  - Letter of Acceptance
  - Upfront medical exam
  - Guaranteed Investment Certificate (GIC) of \$10,000 CAD
  - Proof of tuition payment for first year of studies (= 2 terms)
  - IELTS (6+) in each language skill - completed within 2 years of SDS application
    - Most recent educational transcripts
    - Study plan
    - Additional documents may also be required based on country of residence

**If you do not have all of the mandatory documents, your application cannot be processed under SDS but you can still apply through the standard study permit application stream.**



## Nigeria Student Express

- Nigeria student express stream (NSE) is very similar to SDS.
  - No information about this program available on IRCC's website.
  - We will circulate information sheet prepared by the Nigeria High Commission that explains NSE requirements.

# Study Permit Application: How will my application be assessed?

## Study Permit Eligibility Requirements:

- Acceptance to a designated learning institution
- Genuine temporary resident
- Financial ability to fund tuition, living expenses, travel costs
- Admissible to Canada
  - No criminality/medical issues/etc
- *The visa officer will assess your application based on the documents you provide to substantiate the above*

# Study Permit Application: Submitting your application

## Online application tips

- Merge together and upload all additional documents under “Client Information” (i.e.: cover letter, study plan, etc)
- Use “?” button to view additional document instructions or examples
- Take screen shots during application (once documents uploaded, submission page, “successfully submitted” page)
- Be sure to check your spam/junk mail for correspondence from IRCC, or regularly check your online account

# Study Permit Application Refusals

## Common Refusal Reasons

1) Unclear and/or insufficient financial documents

2) “Unreasonable studies”

Other reasons:

Your proposed studies are not reasonable in light of one or more of: your qualifications, previous studies, missing marksheets, academic record, level of establishment, language abilities, or your future prospects and plans.

3) “Not satisfied that you would leave Canada at the end of your stay”

You have not satisfied me that you would leave Canada at the end of your stay. In reaching this decision, I considered several factors, including:

- travel history
- immigration status in country of residence
- family ties in Canada and in country of residence
- length of proposed stay in Canada
- purpose of visit
- employment prospects in country of residence
- current employment situation
- personal assets and financial status.
- your history of having contravened the conditions of admission on a previous stay in Canada

# Study Permit Application: Accompanying Family Members

## Accompanying Family Members

- Family members can apply to accompany you to Canada
  - Includes spouse/common-law partner and dependent children
- Can either apply together or separately after your study permit is approved
- Minor children intending to study in Canada should apply for a study permit (no letter of acceptance required)
  - If not intending to study, can apply as visitor
- Spouses are eligible to apply for an open work permit, or can apply to enter as visitor

See: <https://www.canada.ca/en/immigration-refugees-citizenship/services/coronavirus-covid19/students.html#family>

# Final Tips

- Put your best foot forward with your first application – ensure you include all mandatory and supporting documents
  - Review [visa-office instructions](#)
  - Apply on-time
- Don't underestimate the importance of this application
- Decisions are up to the discretion of the officer
- Continue to monitor current COVID-19 situation; be aware that processing and decisions may be impacted
- If you wish to provide additional documents to IRCC, complete an [IRCC Web form](#).



# Disclaimer

## Scope of service

As a lawyer/registered immigration consultant, we are authorized to provide immigration advice and represent individuals on Canadian immigration matters.

However, as an International Student Advisor and Immigration Specialist:

### IN SCOPE:

- Provide general guidance/feedback for individual situation
- Review refusals

### OUT OF SCOPE:

- In depth application review
- Reviewing/confirming supporting documentation (i.e.: financial documents, study plan etc)
- Confirming eligibility or admissibility

Immigration law is complex and providing accurate and comprehensive legal advice requires complete understanding of personal/immigration history → *out of scope*.

# What if I have admissions questions?

- For questions related to:
  - Admission requirements
  - Academic upgrade for students who do not meet admission requirements
  - Application deadlines
  - Documentation required
  - Language proficiency requirements
  - Credit transfer
  - Deferral questions
  - Scholarships and bursaries
- Most information is available online.
  - Visit <http://futurestudents.yorku.ca/>
  - Check MyFile for updates and documents: <https://apps4.sis.yorku.ca/Apps/WebObjects/AAS.woa/wa/DirectAction/student?>
- Can't find the information you need?
  - School of Continuing Studies – contact info [continue@yorku.ca](mailto:continue@yorku.ca)
  - Undergraduate – [intleng@yorku.ca](mailto:intlenq@yorku.ca)
  - Graduate – [gradinfo@yorku.ca](mailto:gradinfo@yorku.ca)

# What if I have academic questions?

For questions related to:

- enrolling in courses
- program and degree requirements;
- degree options: major, minor, certificates;
- Peer Mentoring and study groups; and
- information and referrals to academic and campus services and resources
- understanding Faculty legislation and policies, the petition process, and academic standing


Contact your Academic Advisor: <https://advising.students.yorku.ca/>





# FOLLOW US

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 [fb.com/york.international](https://fb.com/york.international)

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# Your Questions

# Need immigration help?

## USEFUL WEBSITES



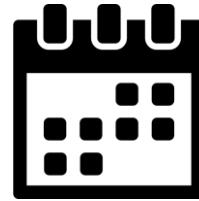
York International:

<https://yorkinternational.yorku.ca/>

IRCC:

<https://www.canada.ca/en/immigration-refugees-citizenship.html>

## MEET AN INTERNATIONAL STUDENT ADVISOR



Book an appointment:

<https://yorkinternational.yorku.ca/international-student-advising/>

Drop-in (no appointment required): **CURRENTLY THE FASTEST WAY TO GET IN TOUCH.**

<https://yorkinternational.yorku.ca/calendar/>

## EMAIL



[iadvisor@yorku.ca](mailto:iadvisor@yorku.ca)



# Useful Links to Bookmark!

York International Calendar (Register for York International events, including immigration workshops and drop-in virtual advising)

<https://yorkinternational.yorku.ca/calendar/>

York Quarantine Information Page <https://yorkinternational.yorku.ca/york-quarantine-information/>

IRCC info page on COVID-19 and International Students <https://www.canada.ca/en/immigration-refugees-citizenship/services/coronavirus-covid19/students.html>

Immigration, Refugees and Citizenship Canada (IRCC) <https://www.canada.ca/en/immigration-refugees-citizenship.html>

IRCC Help Centre <http://www.cic.gc.ca/english/helpcentre/index-featured-can.asp>

IRCC Program Delivery Instructions (officer manuals) – Study Permits <https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/study-permits.html>

Hiring an Authorized Representative

<https://www.canada.ca/en/immigration-refugees-citizenship/services/immigration-citizenship-representative/choose.html>