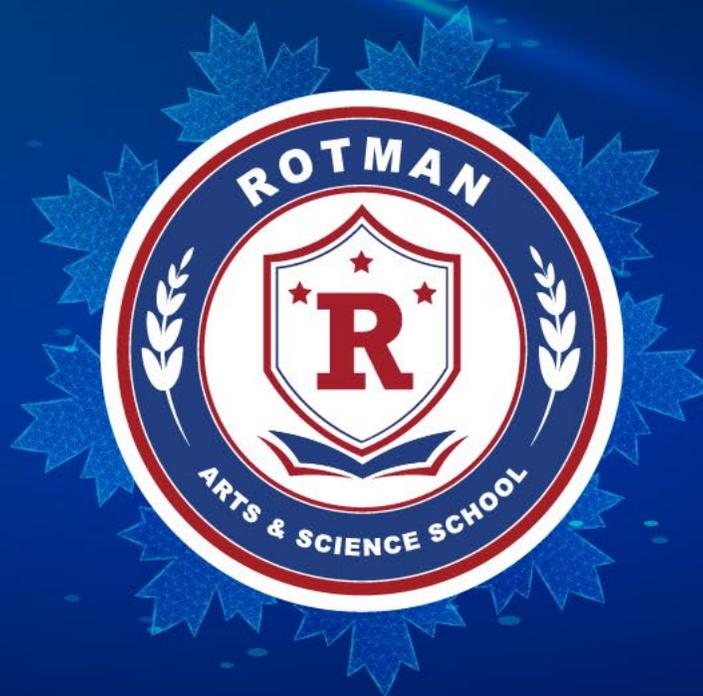


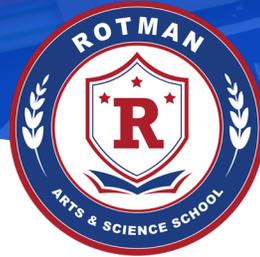
EDUCATION AGENTS SEMINAR ROTMAN ARTS AND SCIENCE SCHOOL



CANADA

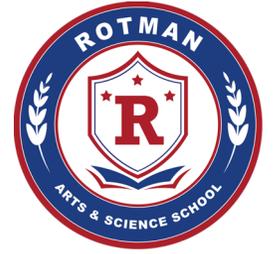
Welcome valued partners to our Rotman School event

HOW TO APPLY FOR AN INITIAL STUDY PERMIT



Step-by-step instructions, required documents, and other important information about applying for student's study permit.

- I. Overview of the process**
- II. Prepare application**
- III. Submit application**
- IV. Study permit approval**
- V. TRV/eTA**
- VI. Arrive in Canada**

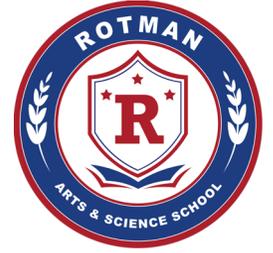


OVERVIEW OF THE PROCESS

When to apply

Apply as soon as student get accepted to Rotman and have their Letter of Acceptance. They can apply for a study permit even if their offer has conditions, unless the visa office's instructions require an unconditional letter of acceptance.

Student must apply for their initial study permit from **outside of Canada** and it must be approved **before** they come to Canada.



PREPARE APPLICATION

01.

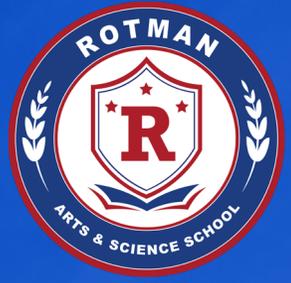
**Create
Document checklist**

02.

**Gather required
documents**

03.

**Complete the
application form**



Two steps to create your document checklist for applying online.

Step 1:

Create an [IRCC secure account](#) if you do not have one already. You will be prompted to answer a set of questions.

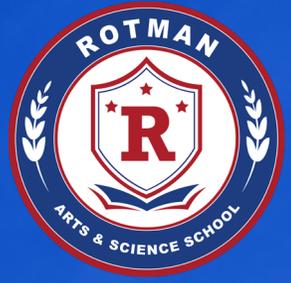
Step 2:

When you have completed the questionnaire, you'll be guided to a screen entitled "*Your document checklist*" that lists your required documents.

Important: In addition to this checklist generated by IRCC, you need to add any documents required by your country's visa office.

You can get the full list of documents required by your country's visa office at [IRCC website](#)

1. CREATE DOCUMENT CHECKLIST



Documents all students need:

- **Letter of Acceptance**
- **Proof of financial support**
- **Passport**
- **Passport photo**
- **Documents specific to your visa office**
- **Biometrics**
- **Letter of Explanation**
- **Study Plan**

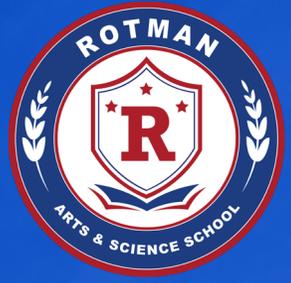
Other documents student might need:

- **Medical exam**
- **Family Information Form [IMM5707]**
- **Schedule 1: Application for Temporary Residence [IMM5257B]**

Note: If you must provide several documents in a section, combine them into one file (such as a PDF) before uploading. The size limit is 4MB per file; you may need to reduce the file size.

If your documents are not in English or French, they must be accompanied by: the English or French official translation; and an [affidavit](#) from the person who completed the translation.

2. GATHER REQUIRED DOCUMENTS



Step 1: Download the newest form

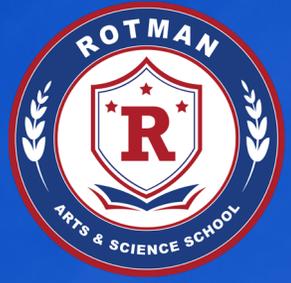
Use the *Application for a Study Permit Made Outside of Canada [IMM 1294]* form.

IRCC makes periodic updates to their application forms. Always make sure you are using the most current application form by downloading the application form from your Document Checklist on your IRCC online account.

Application Form(s)			
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"/>

Supporting Documents			
Supporting Documents			
Details	Document Name	Instructions	Options
Not Provided	Letter of Acceptance (required)		<input type="button" value="Upload File"/>
Not Provided	Passport (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"/>

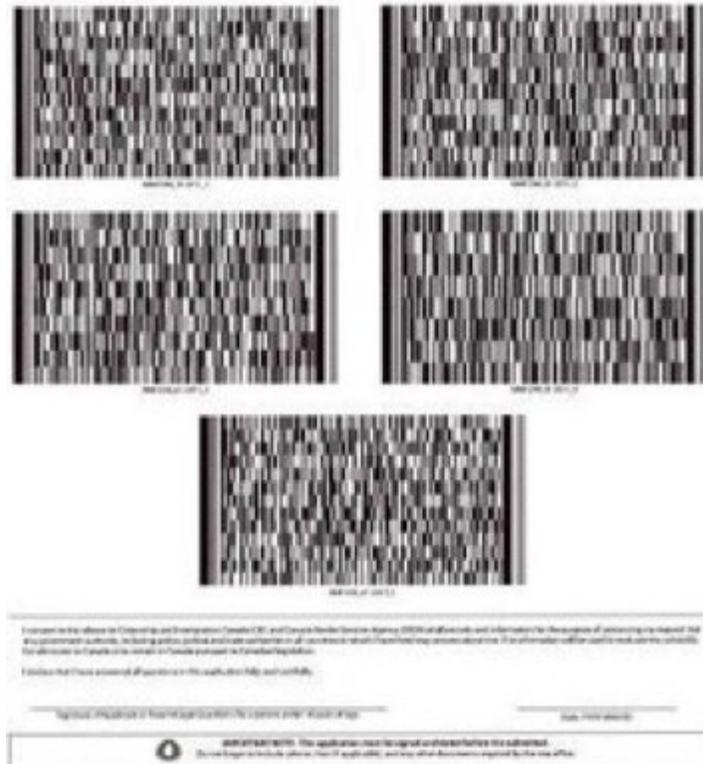
3. COMPLETE THE APPLICATION FORM



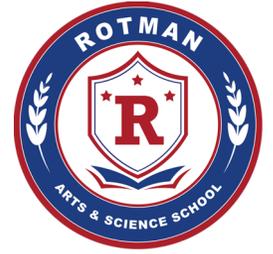
Step 2. Validate your form

When you finish filling out your application form, click the blue “Validate” button (found on the first or last page). This will highlight any missing information that is required and create an additional page with barcodes. You can edit and validate as many times as you need.

Once your application has been successfully validated, it will show the following:



3. COMPLETE THE APPLICATION FORM

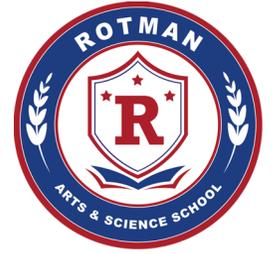


**SUBMIT
APPLICATION**

Where to apply

Apply online through the [Immigration, Refugees and Citizenship Canada \(IRCC\) website](#).

The application fee is \$150.



Biometrics and Medical Exams

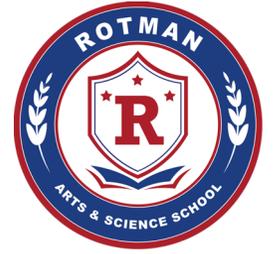
**SUBMIT
APPLICATION**

Biometrics

Submit student biometrics (fingerprints and photo) in-person at the nearest biometrics collection point after they apply for your study permit. A fee of \$85 will be required at the time of application.

Medical Exams

Student may be required to complete a medical exam. In general, it is faster to provide an upfront medical exam before they apply for a study permit. They can also complete the exam after you've applied for their study permit. Costs of medical exams vary.

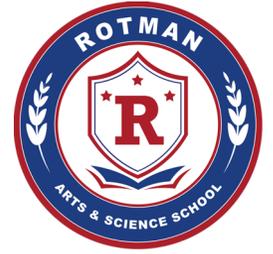


STUDY PERMIT APPROVAL

Get your study permit

If student study permit application is approved, they will be issued a **Letter of Introduction**.

They will need to present this letter to the Canada Border Services Officer when they arrive in Canada so their study permit can be issued at the airport or border.



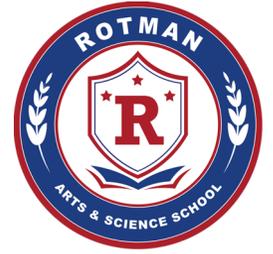
TRV/eTA

Get your TRV/eTA

After student's study permit has been approved, they will automatically be issued one of these documents to travel to Canada:

- Temporary Resident Visa (TRV), or
- Electronic Travel Authorization (eTA)

If student are from a TRV-required country, they will need to submit their passport to have their TRV (also known as a 'visa') inserted.



ARRIVE IN CANADA

Collect study permit

Students have to present Letter of Introduction to the Canada Border Services Officer *at the first place they arrive in Canada* and request a study permit

Before leaving the officer's desk, they have to ensure the information on their study permit is correct.

THANK
YOU

