AGENDA

• Your responsibilities as a study permit holder
• Study Permit Extension
• In-Canada Applications
• Change your Designated Learning Institution (DLI)
• Temporary Resident Visa (TRV)
STUDY PERMIT

- Authorizes you to study and stay in Canada
- May include specific conditions that may authorize you to work on- and/or off-campus
- Usually valid for the period of your academic program plus 90 days.
- If you need to study longer, you can apply for an extension of your Study Permit from within Canada.
## INTERNATIONAL STUDENTS - YOUR RESPONSIBILITIES AS A STUDY PERMIT HOLDER

<table>
<thead>
<tr>
<th>Study at a Designated Learning Institution (DLI)</th>
<th>Actively pursue your program of study</th>
<th>Comply with the conditions on your study permit</th>
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<tbody>
<tr>
<td>• You must hold a study permit if you are in a program of 6+ months</td>
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<td>• Students may study without a study permit if the program is under 6 months in duration</td>
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<td>• If your study permit is still valid, you don’t need to change or apply for a new study permit if you have a study permit from high school.</td>
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<td>• If you change your post-secondary school, you must notify IRCC.</td>
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<td>• Remain enrolled and make reasonable and timely progress towards completing your program</td>
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<td>• You do not need to notify IRCC or change your study permit if you wish to change your program at the same DLI</td>
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<td>• DLIs are required to report on students status twice a year</td>
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<td>• Study permits may authorize on-campus employment if you are a full-time student</td>
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<td>• Off-campus employment is only allowed for students enrolled in programs of at least 6 months and leading to a degree, diploma or certificate</td>
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CHANGE CONDITIONS ON STUDY PERMIT

• If your study permit doesn’t authorize you to work and you would like to work in Canada, you may apply to change conditions.

• Same procedure as study permit extension.

• Include a letter explaining why you need to add/remove the conditions.

• You may apply for an amendment only if it’s a mistake made by IRCC.
WHAT IF MY STUDY PERMIT IS EXPIRED AND I DIDN’T DO ANYTHING ABOUT IT?

Not good 😞

You must **STOP** your studies and any work activities immediately!

Restoration Application

- Apply within 90 days of the expiry of your SP
- Pay an additional $200
- Explain why you did not apply for extension on time
  
  *You may not resume your studies until your student status is restored but you may remain in Canada and wait for a decision.*

If the 90 day restoration period has elapsed…

- Must leave Canada
- May try applying for a new study permit to return to Canada, but your overstay in Canada could make you ineligible
APPLY TO EXTEND YOUR STUDY PERMIT

Apply before your current study permit expires

Check your passport! It must be valid

Apply online

Wait for Approval letter in your account

Wait for your SP to be mailed to you

Additional documents request letter or rejection letter

Maintained Status
You are authorized to remain in Canada under “maintained status” and continue your activities as long as you apply to extend your study permit before it expires. Note: You will lose your maintained status if you leave Canada.

International and Exchange Student Centre
Step 1: Sign in or Create an account on [www.cic.gc.ca](http://www.cic.gc.ca)
HOW TO APPLY TO EXTEND YOUR STUDY PERMIT

Step 2: Determine your eligibility
HOW TO APPLY TO EXTEND YOUR STUDY PERMIT

Step 3: Select Study Permit (in Canada) to continue
HOW TO APPLY TO EXTEND YOUR STUDY PERMIT

Step 4:
Upload required documents and submit application (document checklist is personalized based on answers)

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<th>Application Form(s)</th>
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<th>Supporting Documents</th>
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<th>Optional Documents</th>
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<th>Fees</th>
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<td>Application</td>
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Total Price (CAD) $150

The fee shown is an estimate based on the fee in effect on the day that this Personal Reference Code is issued. The actual fees to be paid will be calculated on the date of submission.
DOCUMENT CHECKLIST

- Application to Change Conditions, Extend My Stay or Remain in Canada as a Student [IMM 5709]
- Passport (biographic data and any pages with a visa/stamp)
- Letter of acceptance
- Proof of Financial Support (minimum $1720/month or $20,635/year, + tuition). E.g.:
  - Bank portfolio/statement (which shows your Canadian bank account balance)
  - Statement of Account from Student Centre showing paid tuition
  - Proof of funding (if applicable)
  - Bank statements from family members for the past 4 months (if applicable)
- Digital photo
- Transcripts and/or proof of completion of prerequisite studies (if applicable)
- Optional Documents: Client Information (explanation letter and/or additional documents, if applicable)
- Application fees: $150.00 + Biometrics fees $85 (if applicable)
IN CANADA APPLICATIONS

You can apply for Study Permit from inside Canada if you are in Canada and one of these applies:

• You have a valid study or work permit
• Your spouse, common-law partner or parent has a valid study or work permit
• You’re a minor child in primary or secondary school
• You’re an exchange student or visiting student
• You completed a short-term course or study program required to be accepted at a DLI
• More on https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit/apply.html
CHANGING YOUR DLI#

You must notify Immigration, Refugees, and Citizenship Canada (IRCC) if you change or transfer to a different Designated Learning Institution (DLI) in Canada.

Example:
HOW TO CHANGE YOUR DLI #

You’ll need:
- your IRCC secure account (www.cic.gc.ca)
- your study permit number (begins with the letter “s” at the top right of the permit)
- your new school’s DLI number
- your new Student ID
- your start date at your new school

https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/change-schools/account.html
TEMPORARY RESIDENT VISA (TRV) AND ETA

- Most people need a valid temporary resident visa (TRV) in their passport in order to travel to and re-enter Canada.
- TRV usually expires on the same date as your study permit expires.
- You can apply for a new TRV from within Canada AFTER you extend your study permit.

Electronic Travel Authorization (ETA)

- Issued to citizens of visa-exempt countries
- Is required to travel to and re-enter Canada
- Valid for up to 5 years

Note: U.S. citizens and lawful permanent residents of the US do not require TRVs or eTAs.
ADVISING SERVICES WINTER 2024

**Appointments**
https://iesc.uwo.ca/appointment/index.html
- Virtual via Microsoft Teams or telephone appointment

**Drop Ins**
- In person, IGAB 2nd floor
- Monday – Friday, 1pm – 4pm

**Immigration FAQ sessions**
- Virtual on Zoom
- Select Fridays, 9:30am – 10:30am

**Immigration workshops**
- Virtual on Zoom
- IESC events calendar: http://www.events.westernu.ca/events/iesc/

**Office Hours & Reception**
- Monday – Friday, 8:30 am to 4:30 pm
- **Phone:** 519-661-2111 ext. 89309
- **Email:** iesc@uwo.ca