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TRUE MASTERCLASS

CANADA
STUDENT VISA

Visa Application Forms

- An Application for a Study Visa can be filed Online.

- **Visa Forms required for Online Process**

  - Application Form - IMM1294E
  - Family Information Form - IMM5645E
  - Use of Representative Form (If applicable)
  - Custodianship declaration (If the student is under 18 years of age)

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Checklist of Documents required for Visa

SDS – Student Direct Stream:

- Visa Application Forms.
- Scanned passport sized photograph (Frame size 35mm width and 45mm height with a white background and 80% face visibility).
- Valid Letter of acceptance from an institution having a DLI number showing planned start and end date of program.
- IELTS Test Results taken within last 24 months with overall 6.0 bands with no bands less than 6.0 bands.
- Photocopy of most recent education qualification along with all the individual mark sheets.
- Payment Receipts issued by Canadian Educational Institution showing pre-payment of first year fees.
- Guaranteed Investment Certificate of CAD $ 10,000 (Compulsory).
- Proof of upfront completion of Medical Examination (E-Medicals).
- If a student is applying to study in Quebec then CAQ (Quebec Acceptance Certificate) will be required.
- A Statement of Purpose can be attached to show intentions of student to study in Canada.

Contd..

Additional documents required for Non SDS Category

- Proof of availability of funds to cover living expenses of first year in Canada, apart from the GIC which is optional, the student may alternatively show an Education Loan from an Approved Bank. If the student's sponsor has personal funds or savings, then the bank statements with the transaction history of at least 3 months should be included when filing for visa.

- Payment Receipts issued by Canadian Educational Institution. Pre-payment of first year fees/or amount as mentioned in the offer letter is mandatory.

- Form No.16 for salaried employees or Income Tax Return documents of the Sponsor should be included as well.

- TOEFL / PTE scores are valid for Non SDS category visas.

- As per the latest update from IRCC, Duolingo English test is not an acceptable test for English language proficiency for visa.

GIC – Guaranteed Investment Certificate

- According to Immigration Refugee Citizenship Canada (IRCC) guidelines under the Student Direct Stream (SDS) students will require approximately CAD$ 10,000 per year to cover living expenses. This requirement is fulfilled through the purchase of a GIC.

  Q. Is it mandatory to purchase a GIC?
  A. The Canadian High Commission advises as follows:

- PREFERRED OPTION for proof of funds: Evidence of purchase of a Guaranteed Investment Certificate (GIC) from a participating Canadian financial institution (*SBI Canada, Nova Scotia Bank, ICICI Bank and CIBC*) for the amount of CAD$ 10,000 to cover living expenses for first year in Canada and evidence of payment of advance first year tuition fee deposit. Under SDS it is compulsory to purchase a GIC.

- As an alternate option, for Non SDS cases only, financial requirements can be fulfilled by submitting a copy of the receipt of the advance tuition fee paid and a copy of sanction letter of Educational Loan from an approved Bank equivalent to CAD$ 10,000 or own savings.

- We wish to inform that we have tie-up with SBI Canada and ICICI for student GIC applications.

SBI Canada - GIC – Process Flow

Click on below link

https://studentgic.sbicanada.com/Recaptcha?returnurl=%2fMy-Application

Fill the student details as per information on Passport and Register

Student receives an email containing link to verify the account

Application form needs to be filled

Prepare Pdf binder of Application Form, Passport and Offer letter (all pages signed manually)

Upload the Pdf and submit the Application From

After submission, the student receives an email within 2 working days with bank details where the funds are required to be transferred

Student needs to transfer CAD 10,100 /10,150 to SBI Canada Bank

Within 5 – 7 working days student will receive his GIC Certificate

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GIC – Guaranteed Investment Certificate – Process Flow

Click on below link

https://cadigital.icicibank.com/SPPIndia/apps/services/www/SPP/desktopbrowser/default/index.html#/registration

Fill the student details as per information on Passport and Register

Student receives an email containing link to verify the account

Once you login in the account, Click on Apply now and Application form needs to be filled

Complete the application form online and submit it along with a scanned copy of your passport and proof of enrollment (if available)

An account number will be generated and provided instantly on screen and an email will be received by the student

Student needs to transfer CAD 10,175 to ICICI bank

Within 5 – 7 working days student will receive the GIC Certificate

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GIC – Guaranteed Investment Certificate

- Apart from SBI Canada and Nova Scotia Bank, **ICICI Bank and Canadian Imperial Bank of Commerce (CIBC)** have also been approved as authorized banks to issue a Guaranteed Investment Certificate to cover living expenses of a student while studying in Canada.

- ICICI and CIBC have a similar process for making a GIC.

- The details for the same can be found as below :-

- **Nova Scotia**
https://startright.scotiabank.com/student-gic.html

- CIBC
https://www.cibc.com/en/special-offers/international-student-gic.html#detailsgic

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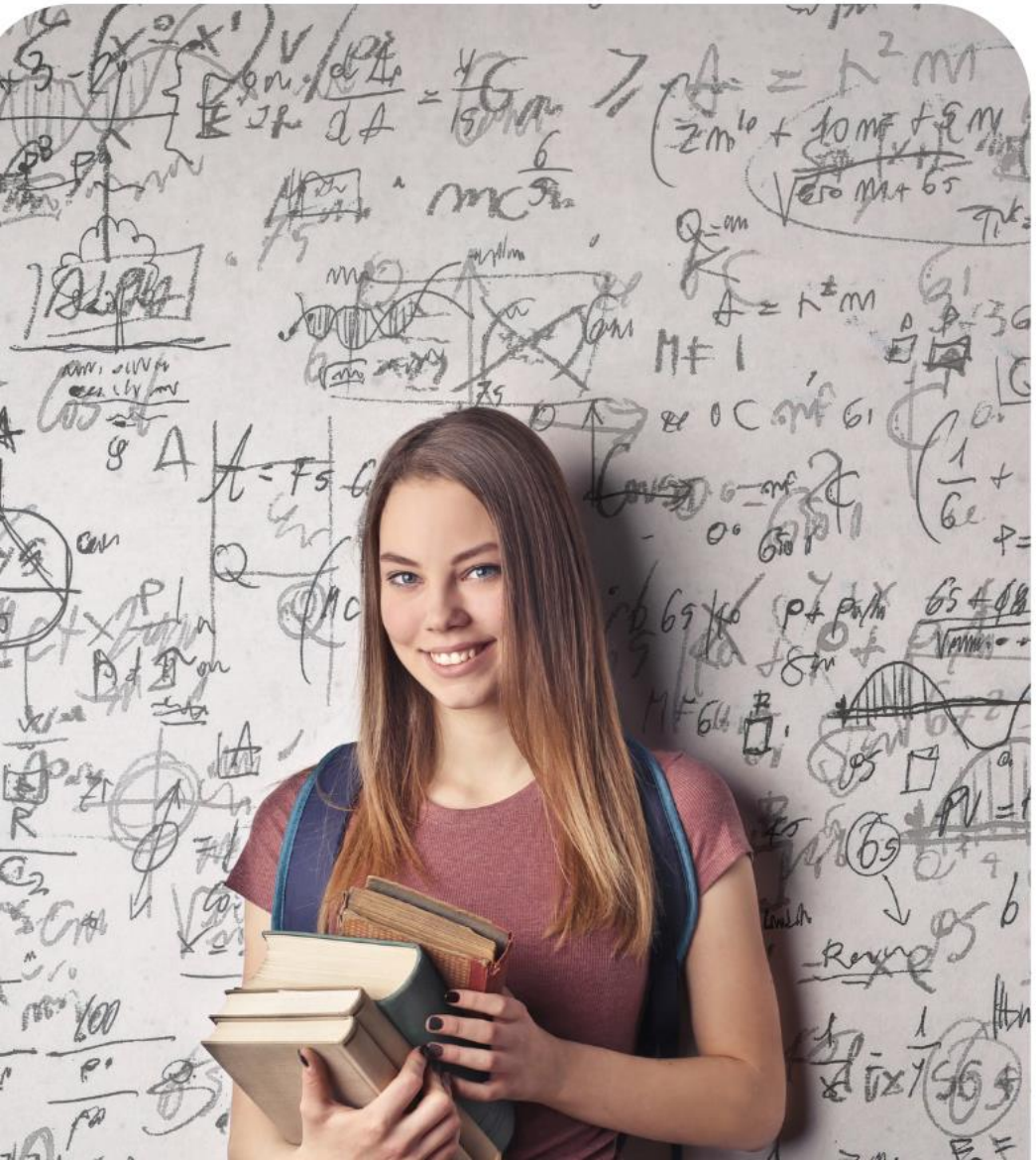
What is CAQ?



- Québec Certificate of Acceptance (CAQ) - International students whose program in Québec lasts more than six months should be authorized to study by the ministère de l'Immigration, de la Diversité et de l'Inclusion (MIDI).
- If any student is applying for any colleges in Quebec, it is necessary that they first apply for a CAQ and then for Visa.
- There is an online application process for CAQ and the turn around time to receive the same is 5 -7 weeks.
- Mentioned below is the link to apply for a CAQ https://www.immigration-quebec.gouv.qc.ca/en/electronic-services/caq-electronic/index.html
- Application fee for the same is CAD 117.

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How to apply for a Quebec Acceptance Certificate(CAQ)

Required Documents

Below are the documents that one should have ready when they want to apply for CAQ :

- A copy of valid Passport
- Official Letter of Acceptance from your learning institution
- Current Transcripts
- A Credit Card to Pay processing fees (CAD $117)

Information about CAQ :

- International students are able to file all the documents needed for their CAQ application electronically.
- First, they need to submit a request for temporary selection for studies (Step 1).
- After paying the required fees online, the system will generate a file number and a document checklist.
- Students will need to create an account on the Arrima platform (Step 2).
- Documents can be submitted (as per the document checklist) directly via Arrima.
- A notification will be sent in the Arrima message centre confirming that all documents have been submitted

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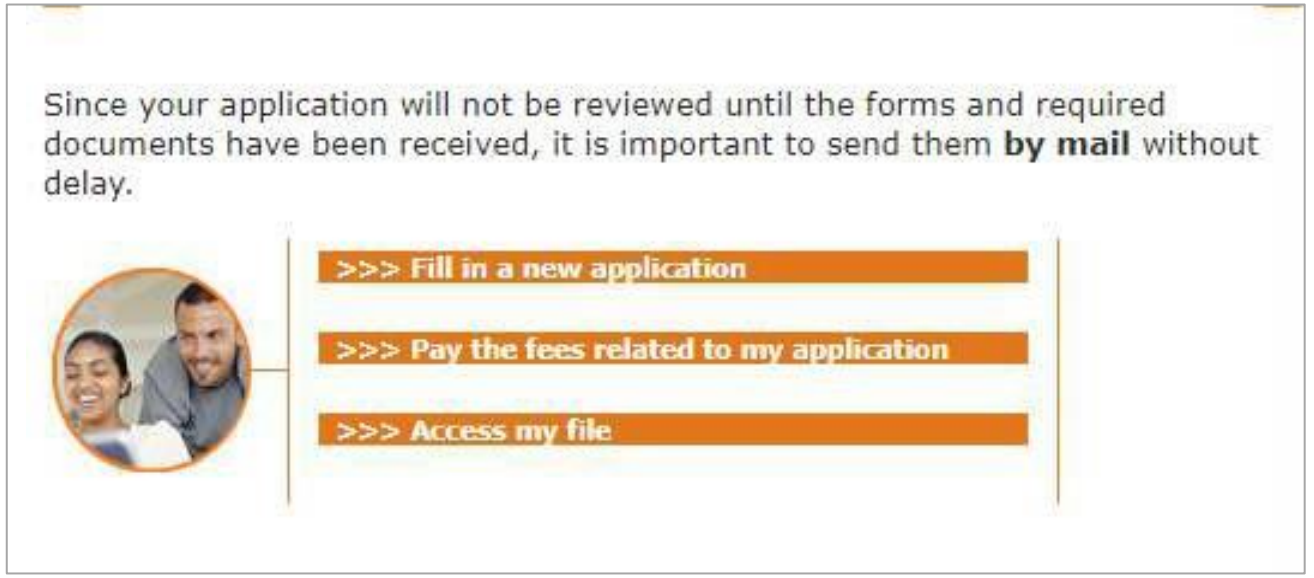
STEP 1: Completing an online application for temporary selection for studies

- Step 01. Google the keywords “Online CAQ” and click on the first link (from the Immigration Quebec website) https://www.immigration-quebec.gouv.qc.ca/en/electronic-services/caq-electronic/index.html

- Step 02. On the next page, click on “Fill in a new application”.



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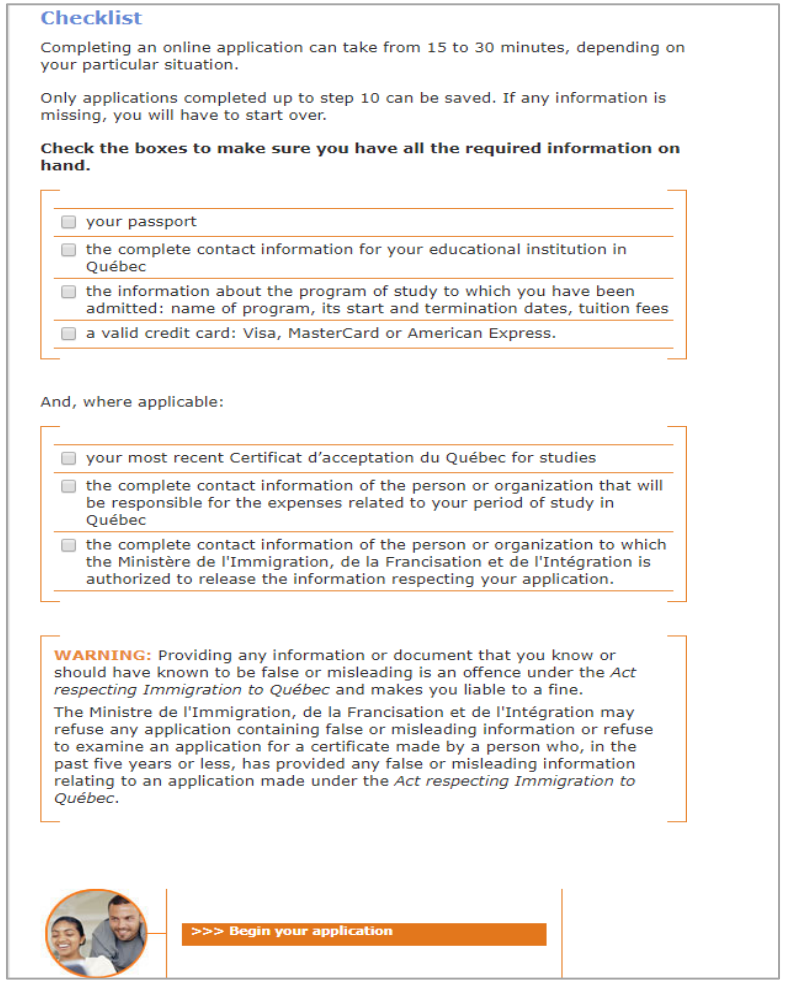
STEP 1: Completing an online application for temporary selection for studies

- Step 03. Read through the document checklist and make sure you have all the required information.
- Step 04. Then, click on “Begin your application”.



Checklist

Completing an online application can take from 15 to 30 minutes, depending on your particular situation.

Only applications completed up to step 10 can be saved. If any information is missing, you will have to start over.

Check the boxes to make sure you have all the required information on hand.

- ☐ your passport
- ☐ the complete contact information for your educational institution in Québec
- ☐ the information about the program of study to which you have been admitted: name of program, its start and termination dates, tuition fees
- ☐ a valid credit card: Visa, MasterCard or American Express.

And, where applicable:

- ☐ your most recent Certificat d’acceptation du Québec for studies
- ☐ the complete contact information of the person or organization that will be responsible for the expenses related to your period of study in Québec
- ☐ the complete contact information of the person or organization to which the Ministère de l'Immigration, de la Francisation et de l'Intégration is authorized to release the information respecting your application.

WARNING: Providing any information or document that you know or should have known to be false or misleading is an offence under the *Act respecting Immigration to Québec* and makes you liable to a fine.

The Ministre de l'Immigration, de la Francisation et de l'Intégration may refuse any application containing false or misleading information or refuse to examine an application for a certificate made by a person who, in the past five years or less, has provided any false or misleading information relating to an application made under the *Act respecting Immigration to Québec*.

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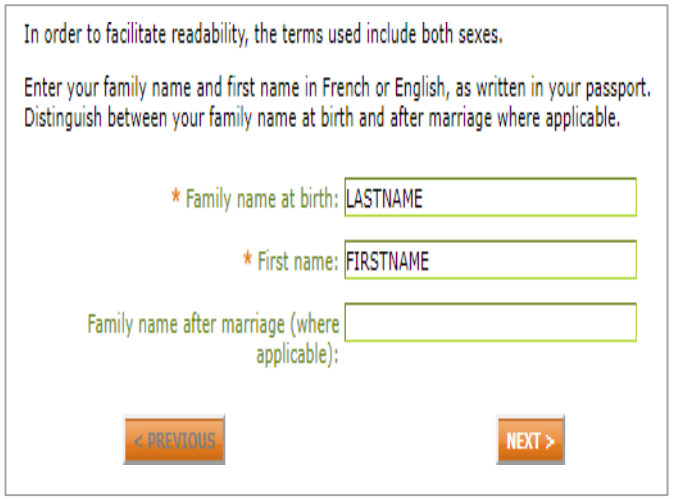
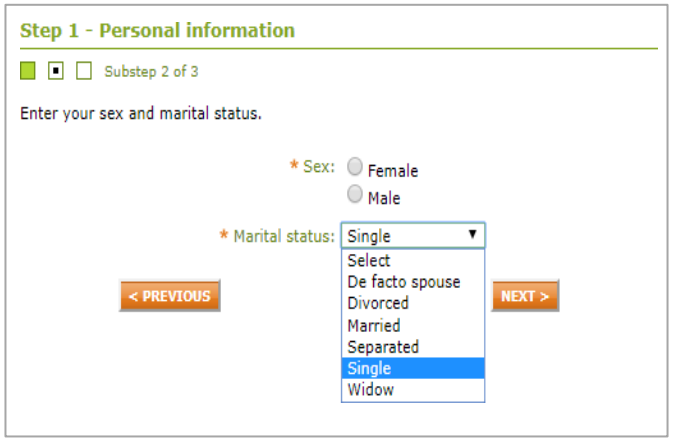
STEP 1: Completing an online application for temporary selection for studies

- Step 05. In the new pop-up window, fill in your First and Last Name. Then, click on “Next”.

- Step 06. On the next page, select your sex and marital status. Then, click on “Next”.





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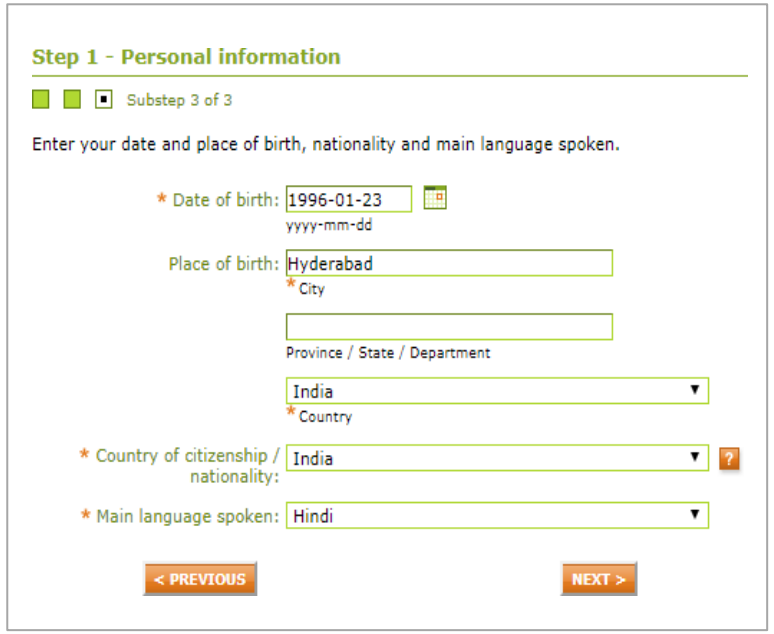
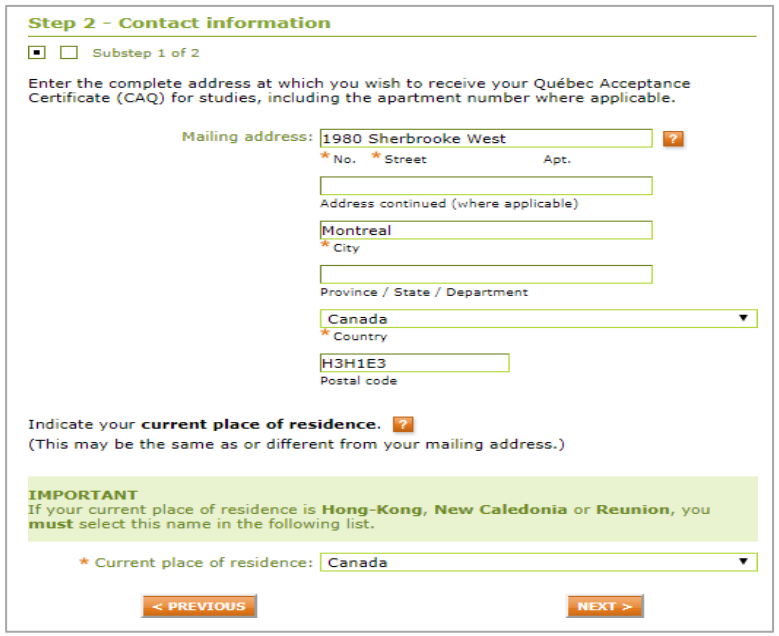
STEP 1: Completing an online application for temporary selection for studies

- Step 07. On the next page, fill in the information about your place and date of birth, nationality, and main language spoken. Then, click on “Next”.



- Step 08. On the next page, add the following address: 1980 Sherbrooke West, Suite 609, Montreal,H3H1E3 QC. If your current place of residence is Canada, select Canada. Then, click on “Next”.



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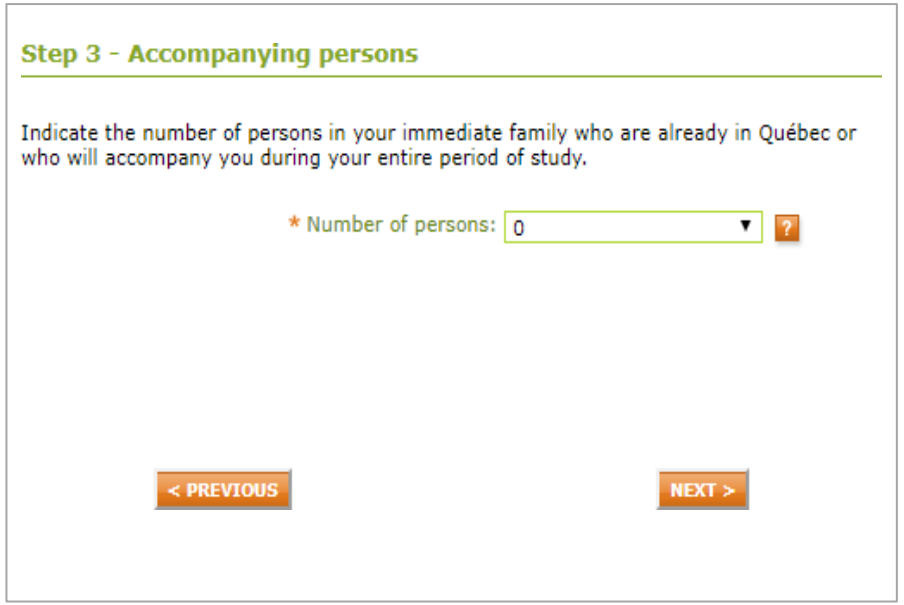
STEP 1: Completing an online application for temporary selection for studies

- Step 09. On the next page, add current email address and set your preferred language of correspondence. Then, click on “Next”.

- Step 10. On the next page, choose “0” if the student is going alone. If student has immediate family members already in Quebec or will be accompanying them to Canada, you may add their number here.



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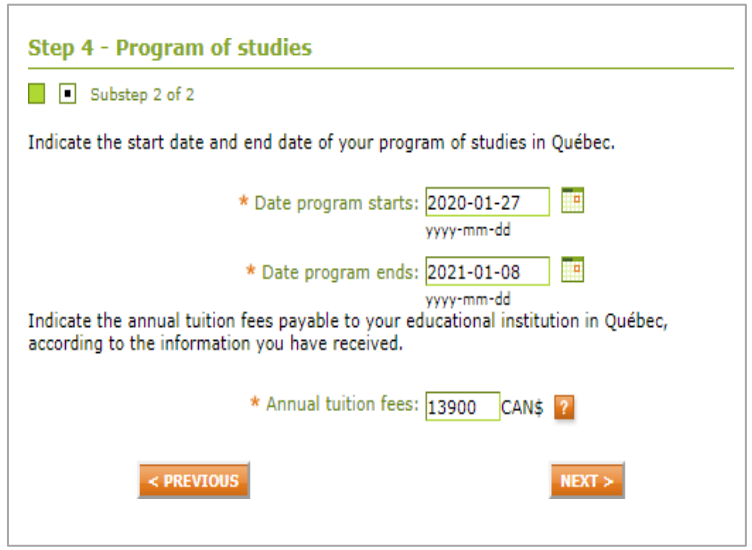
STEP 1: Completing an online application for temporary selection for studies

- Step 11. On the next page, select “Other” as level of studies. Indicate the program of studies as seen in the screenshot on the right. Then, click on “No” to indicate that you are not a student on an exchange program. Click on “Next”.

- Step 12. On the next page, indicate the start and end date of the program, as shown on the Official Letter of Acceptance from the learning institution. Indicate the annual tuition fees, which can be found in the same letter. Click on “Next”.



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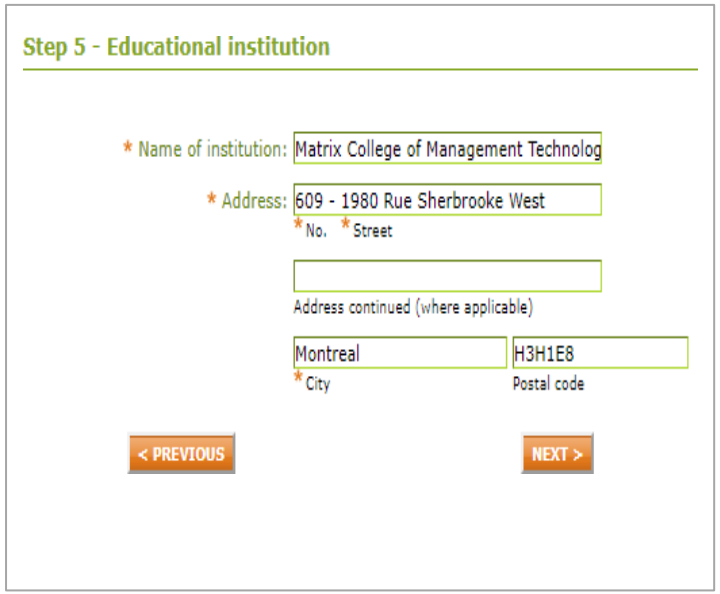
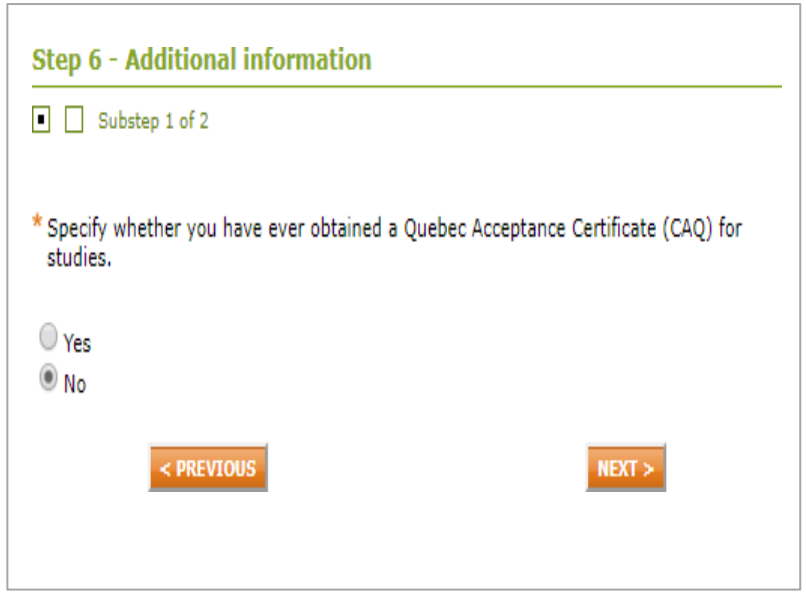
STEP 1: Completing an online application for temporary selection for studies

- Step 13. On the next page, fill in the full name and address of the learning institution. This can also be found on Official Letter of Acceptance. Then, click on "Next".



- Step 14. On the next page, select "No" if this is the first time you are applying for a CAQ. Otherwise, select "Yes". Click on "Next".



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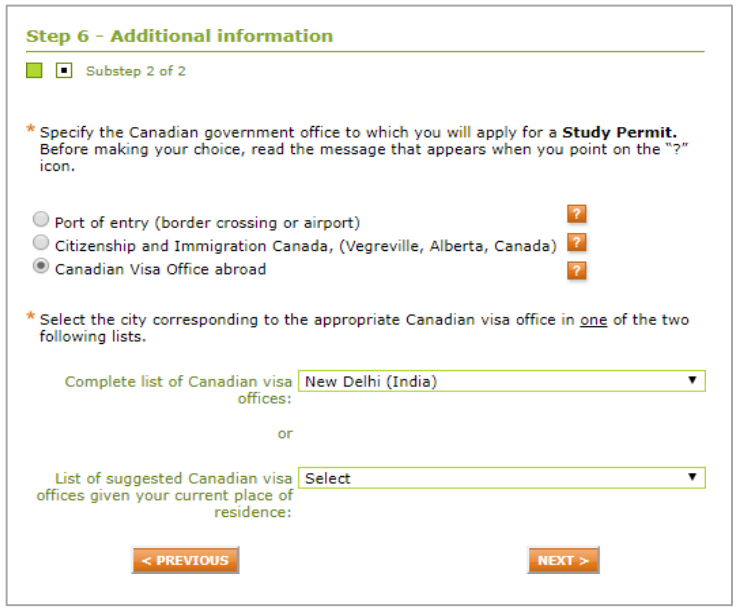
STEP 1: Completing an online application for temporary selection for studies

- Step 15. On the next page, select "Canadian Visa Office abroad" and select the visa office nearest to you from the dropdown menu. If you're applying from within Canada, choose "**Citizenship and Immigration Canada, Vegreville, Alberta**". Then, click on "Next".



- Step 16. Fill in the information of the person who will be financially supporting the student. You will need to show bank statements from this person's account in order to prove he has the sufficient means to support your stay. If you are supporting yourself, choose "Myself" from the dropdown menu. Click on "Next".

*Note: If someone is helping or supporting student financially, that person will need to fill and sign a Declaration of Financial Support form.

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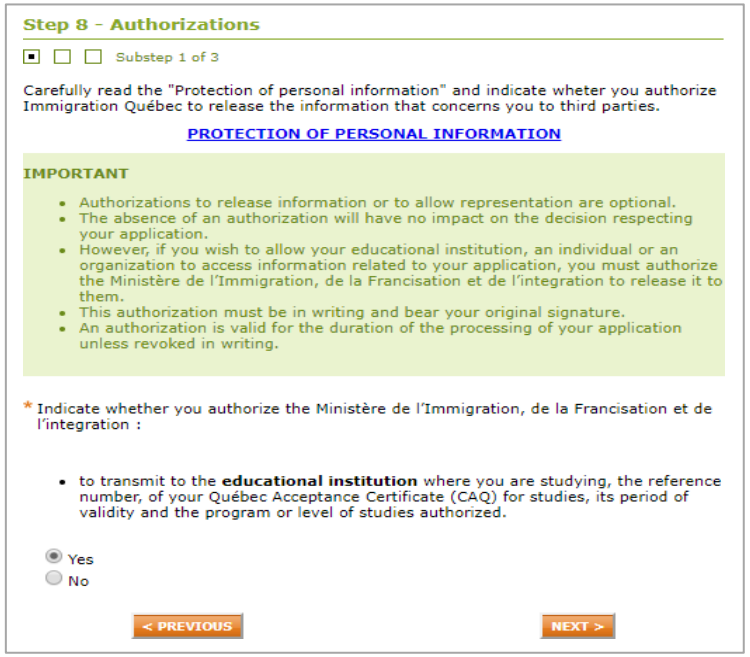
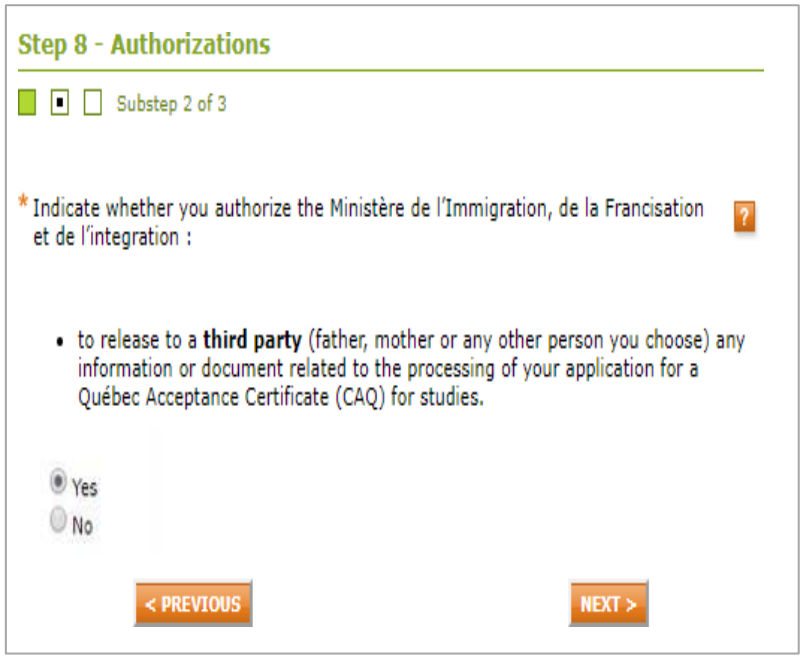
STEP 1: Completing an online application for temporary selection for studies

- Step 17. On the next page, read the information presented. Click on “Yes” to indicate that you allow your learning institution to receive information about your CAQ. Then, click on “Next”.



- Step 18. On the next page, click on “YES” and include the contact information of the Registrar of the college (this can be found on the Letter of Acceptance).



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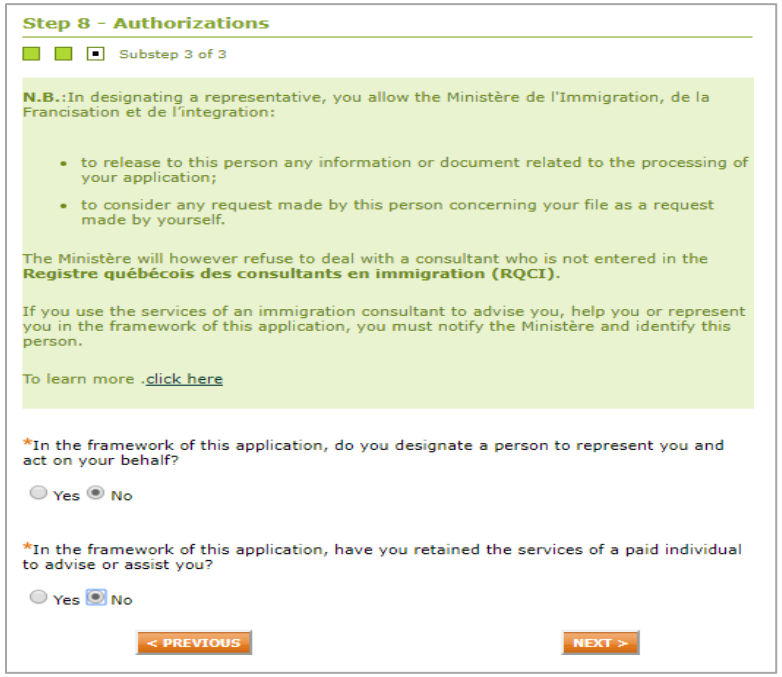
STEP 1: Completing an online application for temporary selection for studies

- Step 19. On the next page, click on “No” for both questions. Then, click on “Next”.



- Step 20. On the next page, you will receive a complete list of your questions and answers. Make sure to take a screenshot of this and save it in a dedicated folder for future reference. Click on “Next”.

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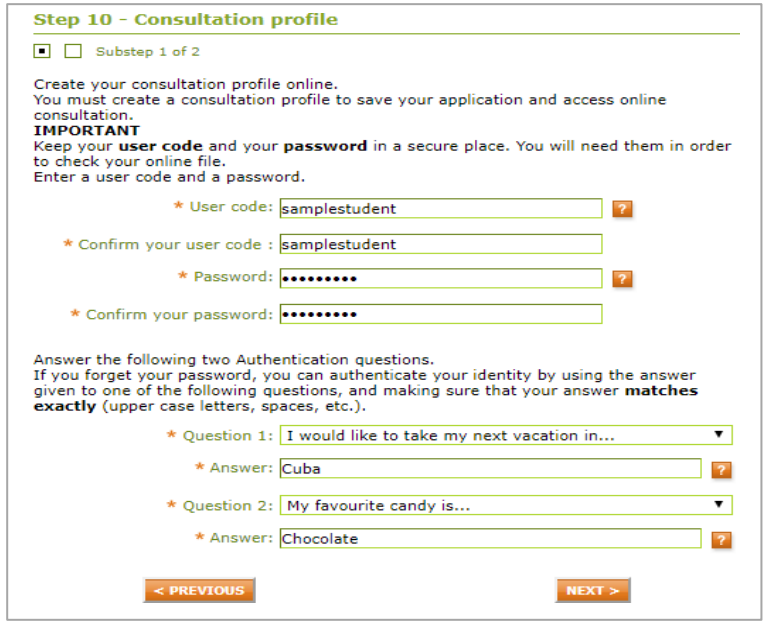
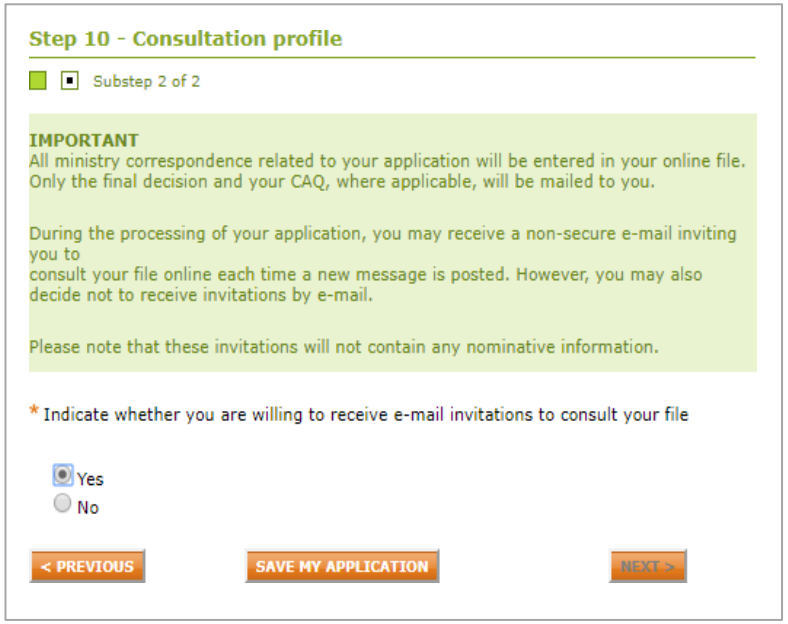
STEP 1: Completing an online application for temporary selection for studies

- Step 21. On the next page, create a user name and password for online account. Select 2 security questions and provide an answer to them. Before clicking "Next", make sure to take a screenshot of this page and save it in a dedicated folder for future reference.



- Step 22. On the next page, click on "Yes" to confirm that the ministry can contact you via email regarding your file. Then, click on "Save my application".



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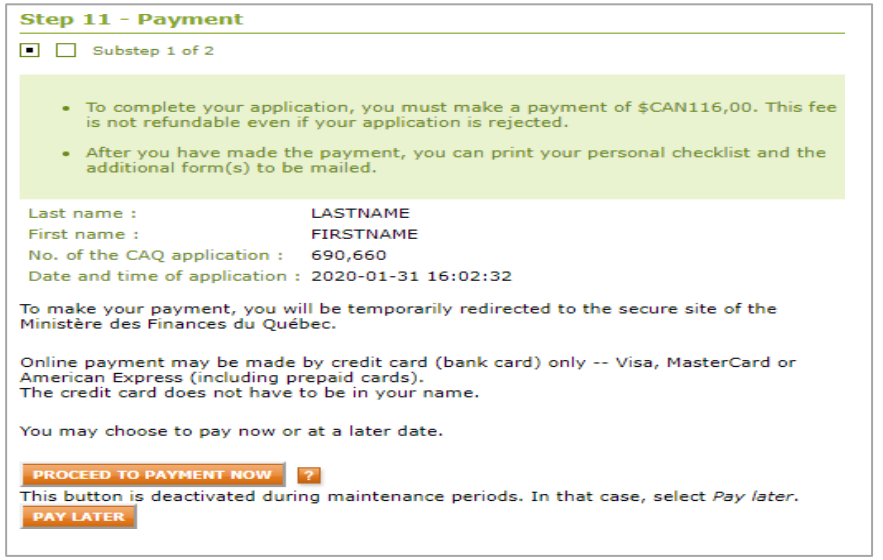
STEP 1: Completing an online application for temporary selection for studies

- Step 23. On the next page, you will receive a confirmation that your application has been saved, along with a file number. Make sure to take a screenshot of this page and save it in a dedicated folder for future reference. Click on "Next".

- Step 24. On the next page, you have the option to pay your application fee online now or pay it later.

- Step 25. If you click on "Pay it later", you will be redirected to a page that explains how to log in the next time you want to access your application and pay your fees. Keep in mind that until you pay, your application will remain incomplete.



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STEP 1: Completing an online application for temporary selection for studies

Step 26. After paying, you will receive 2 documents in your inbox on the Immigration Quebec website:

- A summary of the answers you provided while you were filling out the application
- A document checklist of what you need to submit for your CAQ application. The checklist also includes a Declaration, commitments and authorizations form that needs to be dated and signed.

Make sure to save both these documents as you will need them when you prepare your documents for submission.

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STEP 2: Creating an Arrima account

- Step 01. Google “Arrima Quebec” and click on the first link or visit http://www.immigration-quebec.gouv.qc.ca/en/informations/arrima/index.html.

- Step 02. Click on “To use Arrima online servies

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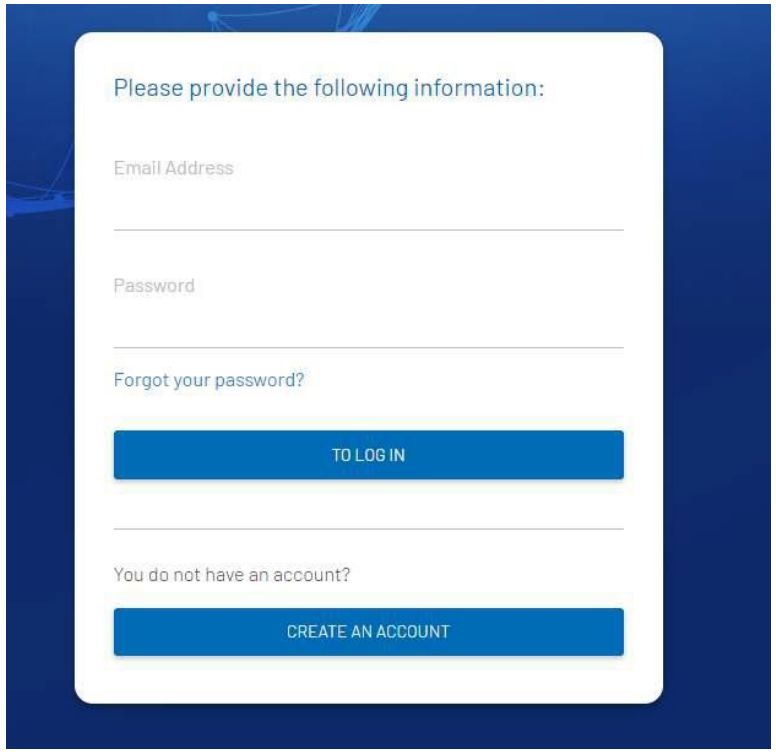
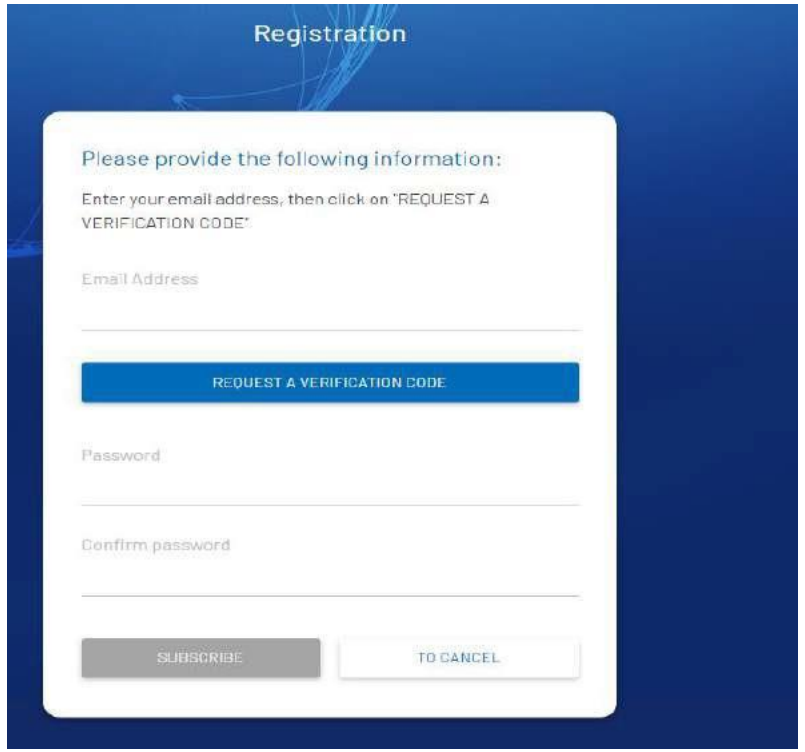
STEP 2: Creating an Arrima account

- Step 03. Click on “Create an Account”



- Step 04. In the first box, add your email address and click on “Request a Verification Code”.
You will receive a code on your email. Add it in the second box and click on “Subscribe”.



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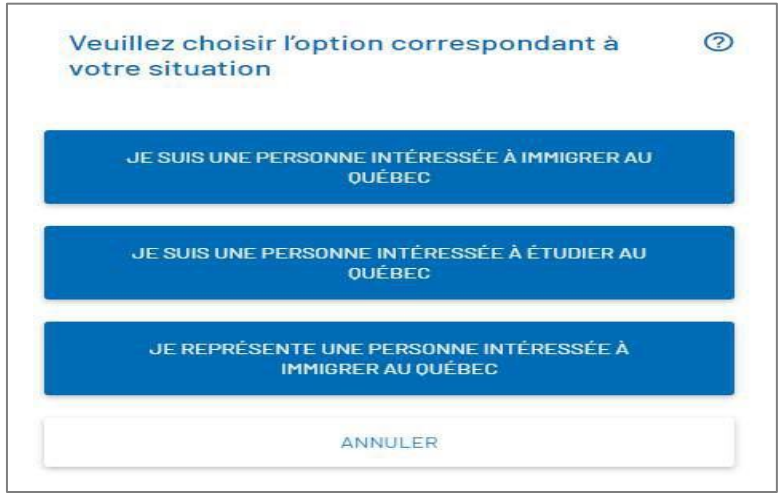
STEP 2: Creating an Arrima account

- Step 05. Create a password and click on “Register”.

- Step 06. Click on (I am interested in studying in Quebec). After which, accept the terms and conditions and click on “Agree”.



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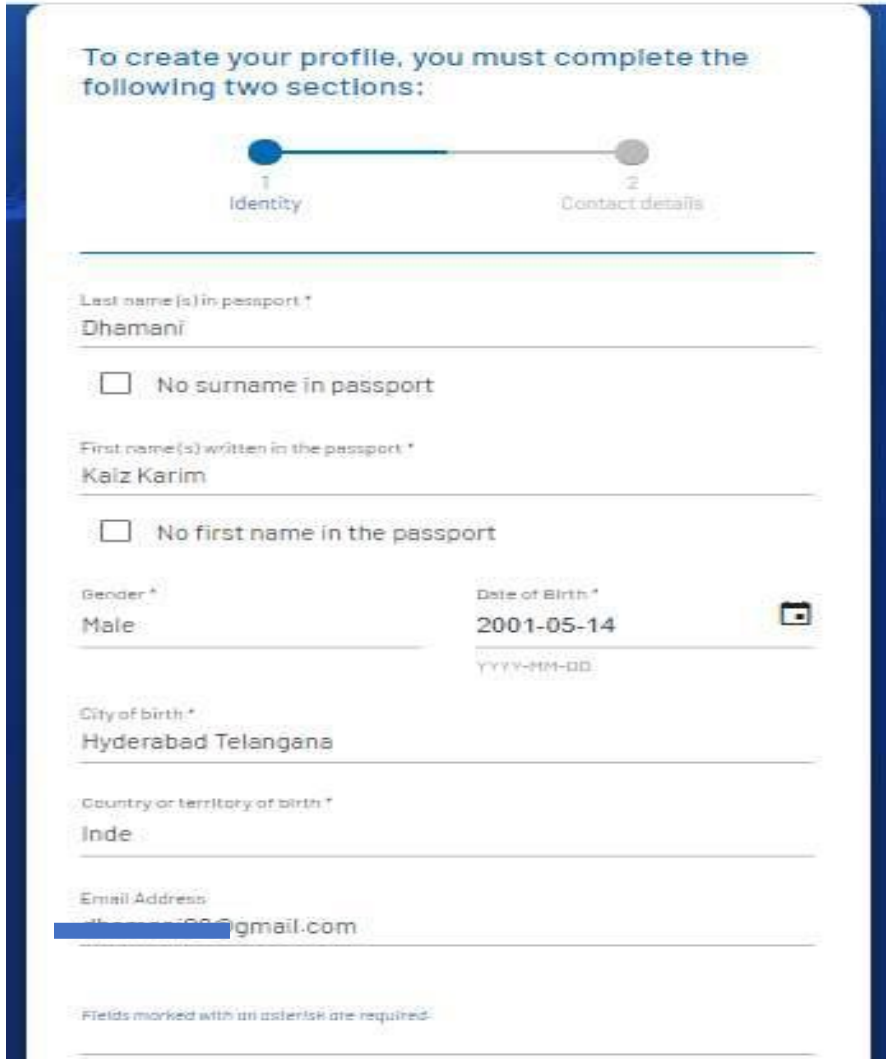
STEP 2: Creating an Arrima account

- Step 07. Fill in the form with the following details:
  - Last Name (As per the passport)
  - First Name (As per the passport)
  - Sex
  - Date of Birth
  - City of Birth
  - Country of Birth

- Step 08. Click on “Submit”



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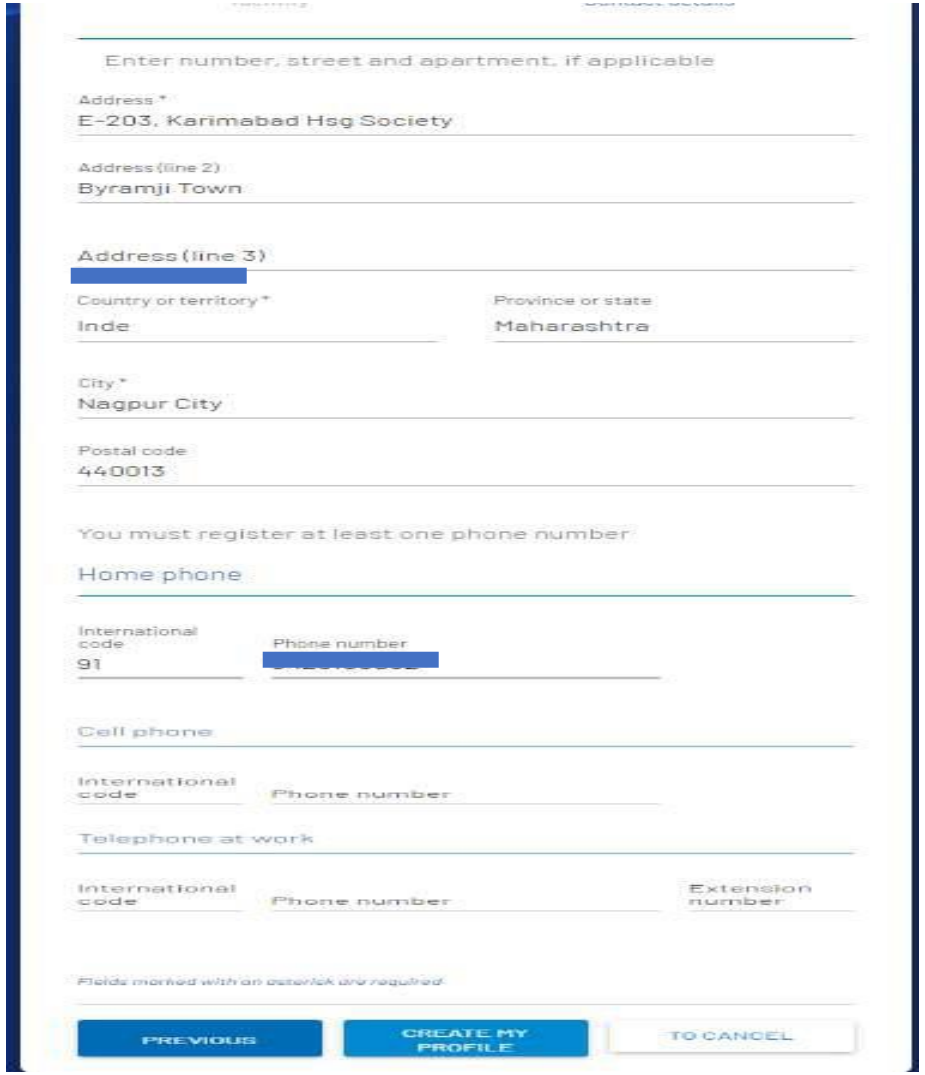
STEP 2: Creating an Arrima account

- Step 09. Fill in the details about student's current address.
- Step 10. Add phone number.
- Step 11. Click on "Create my profile".



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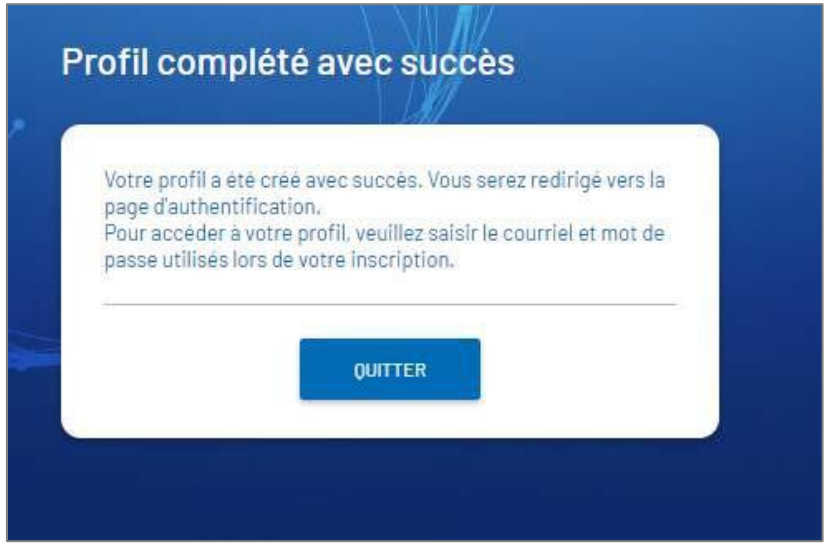
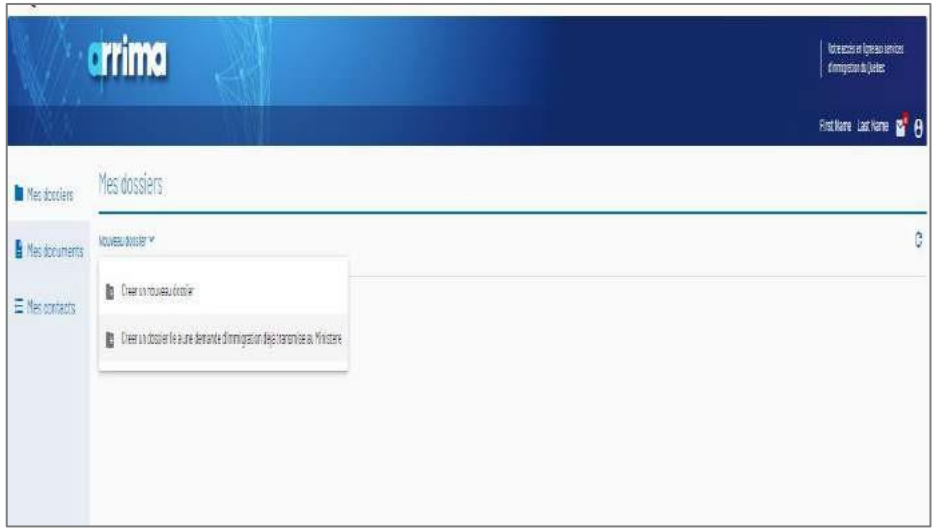
STEP 2: Creating an Arrima account

- Step 12. You will receive a confirmation that your account was created. Click on “Leave” and you will be redirected to the log in page. Log in using the email and password you selected initially.



- Step 13. Once you log in, click on “ Create a file based on the online request for temporary selection for studies”.



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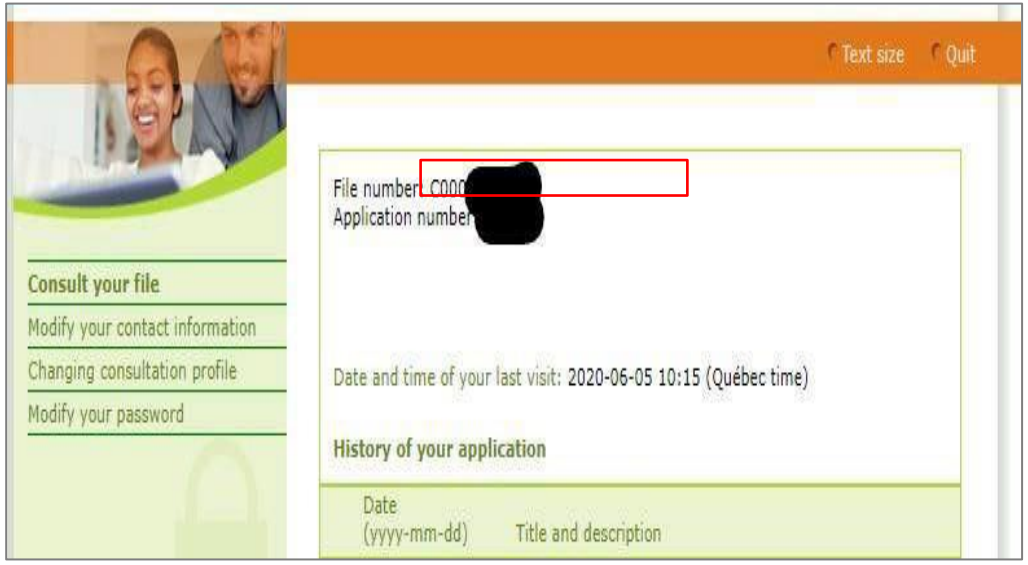
STEP 2: Creating an Arrima account

- Step 14. Select " Application for temporary selection for studies" and add in the file number which can be found in the CAQ account on the Immigration Quebec website (see screenshot on the right).

- Step 15. Click on "Search".



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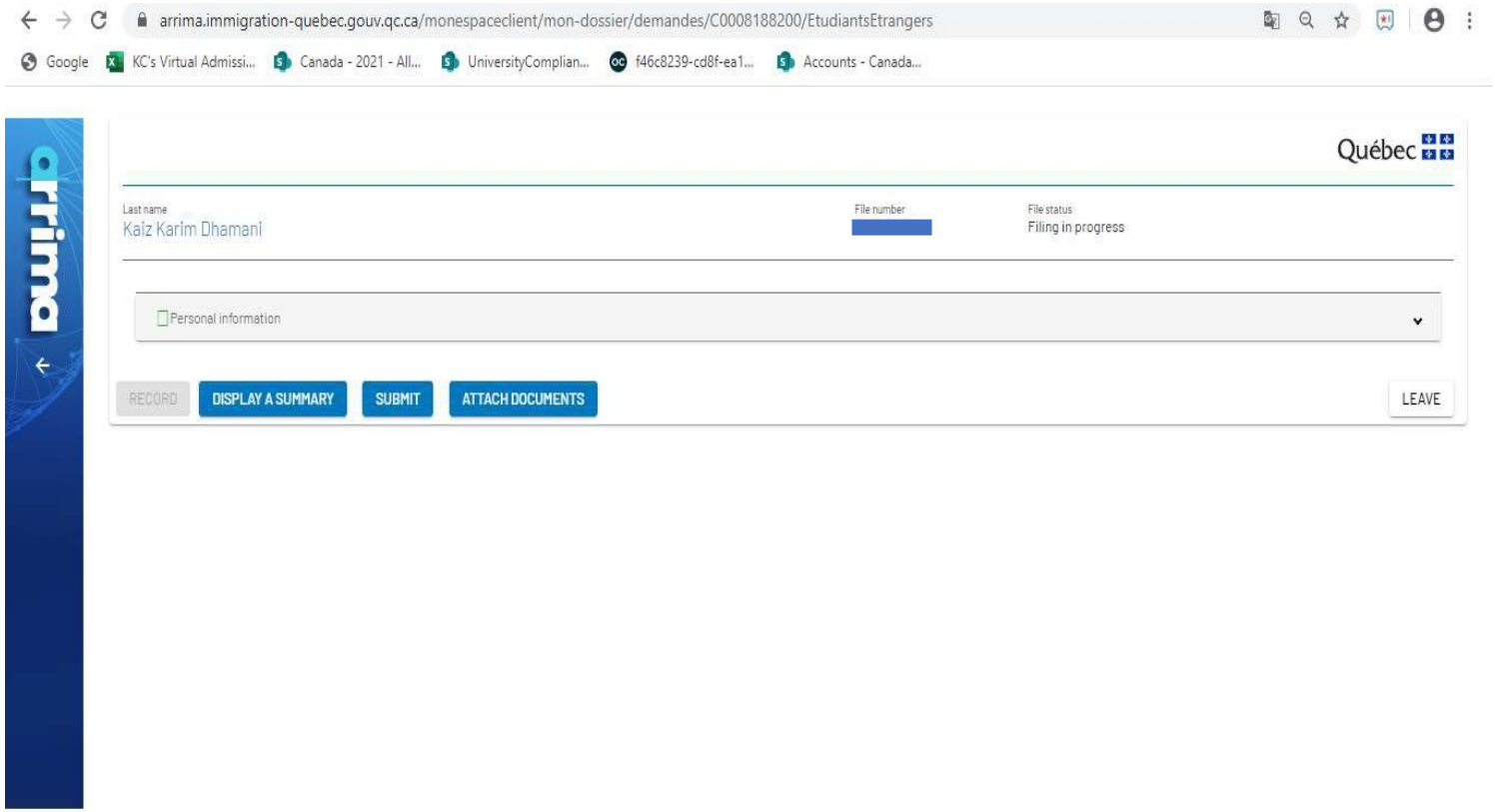
STEP 2: Creating an Arrima account

- Step 16. Once you enter file number you will be able to see the submitted application. Click on “Attach Documents and upload a Pdf binder of “ Checklist, Passport, Offer letter and declaration”.



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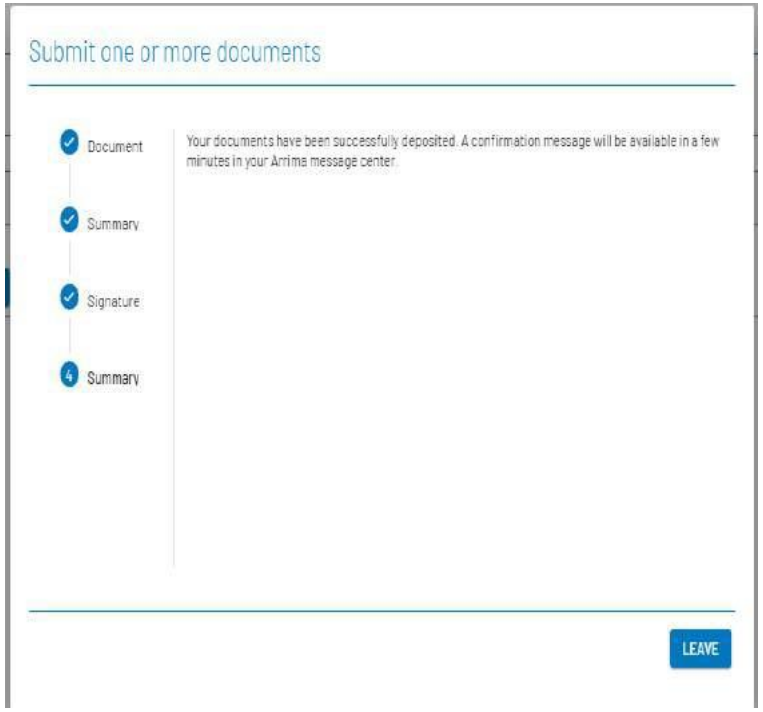
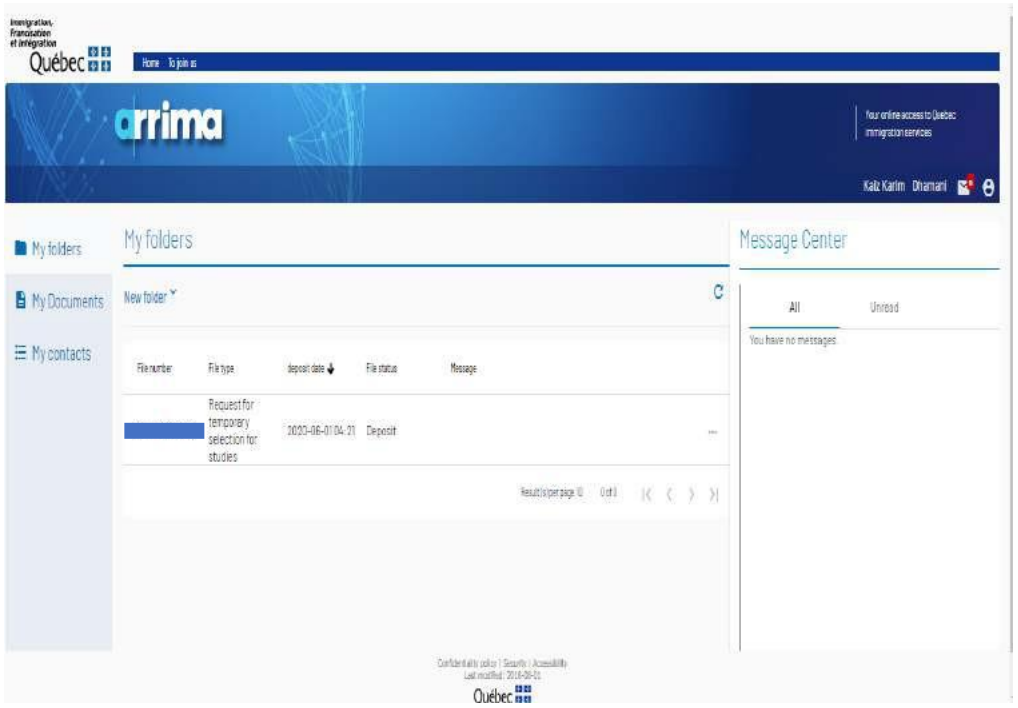
STEP 2: Creating an Arrima account

- Once the documents have been uploaded you will receive a message of confirmation, then click on “Leave”.
- For updates you can login to the account and check messages.
- Within 5-7 weeks the student will receive the CAQ certificate.





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Medical Examination

- Student applying for a study visa needs to get a medical examination done by visiting one of the Designated Medical Practitioners in India. The medical examination cannot be performed by the personal family physician of the student. Under SDS it is mandatory to complete a medical examination upfront prior to submission of the visa application. However under the Non SDS category, it is advised to complete it in advance to fasten the visa processing time.

- **Documents to be carried to the Medical Test Venue:**

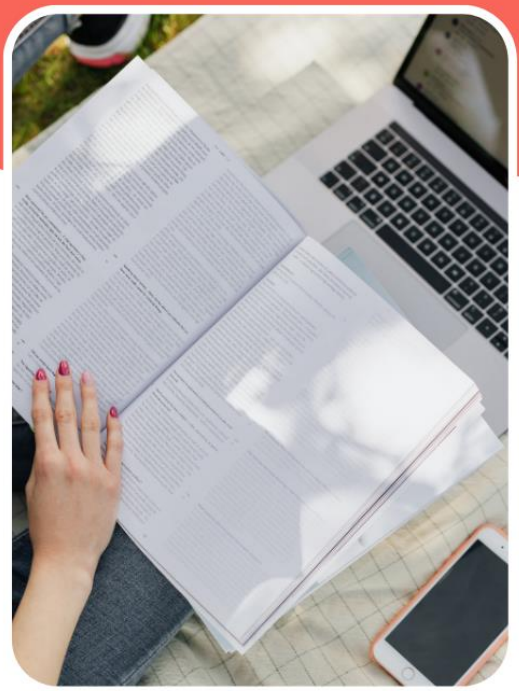
  - Five recent passport sized photographs with white background.
  - Proper identification document such as passport.
  - Offer letter from the University/College in Canada.
  - The Medical Report form (IMM 1017E).

- Note
  - It is important that the doctor is informed about any previous or existing medical conditions. Processing the medical exam could take longer if not done so.

- Medical results are valid for one year.

Useful Tips

- Students should ideally have 55% + in their academics.
- There should not be a gap of more than 2 years for UG and 5 years for PG in between the education and proper explanation through documentary evidence should be provided.
- IELTS score at PG level is preferred to be 6.5 bands even if the requirement for SDS is 6 bands.
- Visa officers do not only see the overall percentage but also the marks in the related subjects of further course of study.
- A student is also eligible to pursue a UG diploma after completion of Bachelors degree, in a limited way, subject to the diploma being related to the bachelor's study and the course contents not having been specifically covered at bachelors' level.



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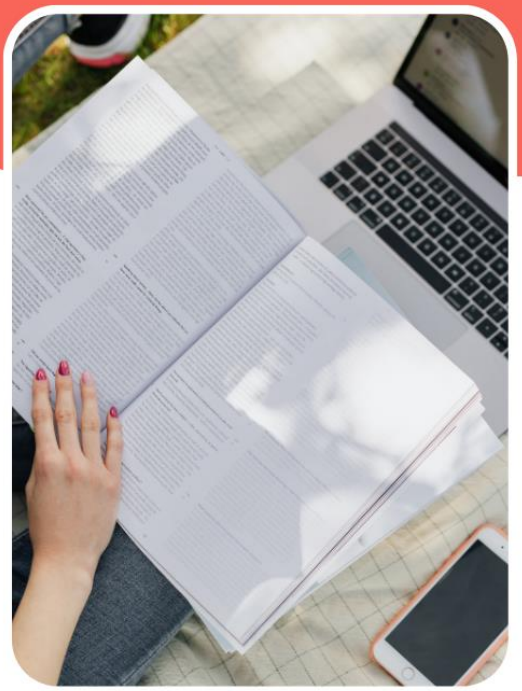
Useful Tips

- Always provide complete and correct information in the visa application.
- All documents to be submitted should only be photocopies in case of offline visa submission. Do not submit originals.
- A study plan or SOP is not compulsory but if the course involves a change of field or if there are gaps in the profile then one can give an explanation for the same.
- If the student has third party sponsors including Canadian sponsors, then an affidavit of support is required.



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Visa Approved

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Thank You !!

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