



IMMIGRATION Canada

Application for Permanent Residence in Canada

Convention Refugees Abroad and Humanitarian-Protected Persons Abroad



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This application is made available free by
Citizenship and Immigration Canada and
is not to be sold to applicants.

**Cette trousse est également
disponible en français**

Contact Information

Website

For more information on the programs offered by Citizenship and Immigration Canada, visit our website at www.cic.gc.ca. For some types of applications you can inform us of a change of address and find out what is happening with your application through [on-line services](#) on the website.

Within Canada

If you are in Canada, you can also phone our **Call Centre**. An automated telephone service is available seven days a week, 24 hours a day and is easy to use if you have a touch-tone phone. You can listen to pre-recorded information on many programs, order application forms, and for some types of applications the automated service can even update you on the status of your case.

When you call, have a pen and paper ready to record the information you need. Listen carefully to the instructions and press the number for the selection you want. At any time during your call, you may press * (the star key) to repeat a message, **9** to return to the main menu, **0** to speak to an agent, or **8** to end your call. If you have a rotary phone, wait for an agent to answer your call.

If you need to speak to an agent, you must call Monday to Friday between 8 a.m. and 4 p.m. local time.

From anywhere in Canada, call

1-888-242-2100 (toll-free)

Using a text telephone?

Call our TTY service from Monday to Friday between 8 a.m. and 4 p.m. local time at: **1-888-576-8502** (toll-free).

Outside Canada

If you are outside Canada, you can contact a Canadian embassy, high commission or consulate. Consult our [website](#) for addresses, phone numbers and website addresses of our visa offices.



This is not a legal document. For legal information, refer to the *Immigration and Refugee Protection Act and Regulations* or the *Citizenship Act and Regulations*, as applicable.

This publication is available in alternative formats upon request.

Overview

Canada's humanitarian tradition of offering protection to displaced and persecuted people is known around the world. Each year, Canadians assist refugees and other persecuted people to rebuild their lives in Canada. Refugees may be sponsored by the federal government or by private groups, or have adequate financial resources to support themselves and their families.

If you think you will need government assistance to resettle in Canada, you should know that assistance is provided to a limited number of people each year as established in our Annual Immigration Plan (more information can be found on our [website](#)).

This application kit explains the application process for refugees seeking resettlement in Canada. It contains all of the necessary information, instructions, and application forms for you to complete and submit. Read the program descriptions, definitions and instructions before you submit your application.

The term "refugee" used throughout this application kit refers to both Convention Refugees Abroad and members of the Country of Asylum and Source Country Classes.

Will I be considered?

Many of our visa offices will only consider applications that have been referred to us by refugee referral organizations such as the United Nations High Commissioner for Refugees (UNHCR) or that are accompanied by a private sponsorship. For a list of visa offices which accept applications submitted directly by the refugee applicant, visit our [website](http://www.cic.gc.ca/english/refugees/index.asp) at: www.cic.gc.ca/english/refugees/index.asp or contact a visa office.

Do I qualify?

In order to be eligible for resettlement from abroad as a refugee, you must be a member of one of the following classes:

- Convention Refugees Abroad, or
- Humanitarian-Protected Persons Abroad in either the:
 - Country of Asylum Class, or
 - Source Country Class.

In addition, individuals must demonstrate an ability to re-establish their lives in Canada and pass medical, security and criminality assessments.

Convention Refugees Abroad Class

The word "Convention" refers to the *United Nations Convention relating to the Status of Refugees*.

To qualify as a refugee under this class, you must:

1. have a well-founded fear of persecution for reasons of race, religion, nationality, membership in a particular social group or political opinion, **and**
 - a) be outside your country of nationality and unable or, by reason of that fear, unwilling to obtain the protection of your country, **or**
 - b) if you have no country of nationality, be outside your country of former habitual residence (home country) and unable or, by reason of that fear, unwilling to return to that country, **and**
2. have not ceased to be a refugee, **and**
3. there must be no reasonable prospect within a reasonable period of time, of a durable solution.

The term **durable solution** means you have:

- voluntarily repatriated to your country of nationality or habitual residence (home country), **or**
- integrated in the country of first asylum or a neighbouring country, **or**
- accepted an offer of resettlement from a country other than Canada.

You cannot qualify under this class if **any** of the following occur:

- you voluntarily re-acquire your nationality;
- you voluntarily re-gain the protection of your country of nationality;
- you acquire a new nationality and enjoy the protection of that country;
- you voluntarily re-establish yourself in the country which you left; or
- the reasons for the fear of persecution have ceased to exist.

Members of the Country of Asylum Class

The Country of Asylum Class is Canada's response to the resettlement needs of people in refugee-like situations who do not qualify as Convention refugees. To qualify under this class you must:

1. be outside Canada and outside your country of nationality or habitual residence (home country), **and**
 - a) have received a private sponsorship for yourself and your family members, **or**
 - b) be able to establish, to our satisfaction, that you have sufficient financial resources to provide for the lodging, care and maintenance, and resettlement in Canada of yourself and your family members, **and**
2. have been, and continue to be "seriously and personally affected" (refer to **Definitions**) by civil or armed conflict or a massive violation of human rights in your country of nationality or habitual residence (home country), **and**
3. there must be no reasonable prospect, within a reasonable period of time, of a durable solution.

Members of the Source Country Class

This class addresses the protection and resettlement needs of people who live in their country of nationality or habitual residence (home country). To qualify under this class:

1. your country of nationality or habitual residence (home country) must be **Colombia, Democratic Republic of the Congo, El Salvador, Guatemala, Sierra Leone or Sudan** (this list of countries is subject to change).
2. you must be living in that country at the time you apply for protection and the country must still be considered a source country by Canada when your application is approved (visa issued), **and**
3. you must be seriously and personally affected by civil or armed conflict in your country, **and**
4. you must be, or have been,
 - a) detained or imprisoned in that country, **or**
 - b) subjected to some other recurring form of punishment (e.g. jail, house arrest, constraints on normal activities) as a direct result of acts which, if committed in Canada, would be considered legitimate expression of free thought or legitimate exercise of civil rights pertaining to dissent or trade union activity, **and**
5. you must meet the Convention refugee definition with the exception that you are living in your country of nationality or habitual residence (home country), **and**

6. there must be no reasonable prospect, within a reasonable period of time, of a durable solution.

Selection criteria

Applicants for resettlement to Canada must meet eligibility and admissibility criteria.

You are **eligible** when you meet the definition of a Convention Refugee Abroad or qualify as a member of the Country of Asylum or Source Country Classes as explained above. We may also assess your ability to adapt to life in Canada.

You are **admissible** when you pass medical, security and criminality checks.

If you are selected for possible immigration to Canada, you, your spouse or common-law partner, and each of your dependent children will be required to have a medical exam by a doctor chosen by the visa office. The doctor will advise you of the tests required.

Before an immigrant visa is issued, the Canadian government conducts background and security checks for all applicants who wish to immigrate to Canada. This includes checks into any past criminal behaviour. Background checks are conducted in all countries where an applicant has lived. However, we will not contact organizations or individuals if it may place you or your family in danger.

In addition to deciding if you meet the refugee definitions, we may assess your ability to resettle successfully in Canada. In making this assessment, we will consider, for you and your family members included in your application:

- whether you have relatives or a sponsor in the community where you intend to live in Canada;
- your ability to speak or learn to speak English and/or French;
- your potential for employment based on your education, skills and work experience; and
- your resourcefulness and other similar characteristics that will help you adapt to life in Canada.

Note: If you plan to live in the province of Quebec, you will need to obtain a *Certificat de Sélection du Québec*. Our officers will provide you with more information about this process.

Refugee Assistance

Sponsorship programs

Some refugees may be sponsored by the Canadian government or by individuals or groups in Canada:

Government-assisted refugees are Convention Refugees Abroad and members of the Source Country Class whose initial resettlement in Canada is entirely supported by the Government of Canada or Quebec.

Privately sponsored refugees are Convention Refugees Abroad and members of both the Country of Asylum and Source Country Classes whose resettlement in Canada is supported by groups of individuals or organizations in Canada. Organizations or individuals in Canada interested in sponsoring refugees should consult our [website](#) or contact our [Call Center](#) for more information.

Resettlement assistance

Whether you are a sponsored refugee or a self-supporting refugee, various forms of assistance are available to you to make your adjustment to life in Canada easier as a newcomer. After you arrive in Canada, you will begin your search for employment and learn how Canadian society works, including education, housing, transportation, shopping, banking, and other parts of everyday life.

Government-assisted refugees: The Canadian or Quebec government, through funding to non-governmental organizations, provides accepted refugees with financial support and essential services in the form of accommodation, clothing, food and resettlement assistance for up to one year from the date of arrival in Canada, or until you are able to support yourself, whichever happens first. The Canadian government can also assist you in finding employment and becoming self-supporting.

Privately sponsored refugees: If you are sponsored by an organization or group in Canada, your sponsors will help you find suitable housing, learn English or French, get a job, make friends and learn about Canadian culture and values and about services in the community. They will also provide you and your family with basic financial support (e.g., for lodging and food) and care for up to 12 months, or until you become self-sufficient, whichever comes first. In rare circumstances, extended sponsorships of up to 36 months may be recommended by the visa office to the sponsorship group.

If you bring financial resources to Canada you will be expected to contribute to your own settlement costs. Sponsors may expect you (if you have financial resources) to contribute towards your settlement costs according to the same standard established for government-assisted refugees who bring financial resources to Canada. For example, a single sponsored refugee may keep up to a maximum of \$1000 for personal use and a couple may keep up to \$2000 plus \$500 for each additional family member, with the balance of their funds being allocated towards the cost of their settlement and the repayment of their transportation loan.

Self-supporting refugees: As self-supporting refugees, you and your family must have enough money for basic necessities (e.g., lodging, food, shelter, clothing, etc.) once you arrive in Canada. You are eligible to take part in government programs for newcomers, such as language instruction and orientation services, but you will not receive the financial and other support available to government-assisted refugees.

Immigrant loans

A person accepted for immigration to Canada may be eligible for financial assistance through one or more of the following loan programs:

- **Transportation** loan, to cover the expense of travel to Canada;
- **Admissibility** loan, to cover the costs of medical expenses related to your medical exams;
- **Assistance** loan, to help disadvantaged newcomers cover expenses such as housing rental, telephone deposits or work tools.

Definitions

Accompanying and following family member

Accompanying family member: A spouse, common-law partner, or dependent child who intends to immigrate to Canada with the principal applicant. The visas will be issued at the same time.

Following family member: A spouse, common-law partner, or dependent child who has been separated from the family and is listed on the principal applicant's application form as a family member. This family member could not be processed at the same time as the principal applicant, but if included on the original application, can be processed as part of the same application, within one year of the date the principal applicant arrived in Canada (see [family reunification](#)).

De facto dependants

De facto dependants include people who may or may not be blood relatives but who cannot apply as family members as defined below. To be considered a *de facto* dependant, a person must be dependent on the family in which membership is claimed. The dependency must be emotional or financial and will often be a combination of both factors. Such people would normally, but not exclusively, live with the principal applicant as members of the same household.

De facto dependants must complete their own application forms. An officer at the visa office will determine if a person can be considered as a *de facto* dependant.

Family members

Family members include spouse or common-law partner and dependent children:

Common-law partner: This term refers to a person who is living in a conjugal relationship with another person either of the opposite sex or same sex, and has done so for a period of at least one year. A conjugal relationship exists when there is a significant degree of commitment between two people. Common-law partners must attach any documents that show they are in a committed and genuine relationship, for example evidence that they share the same home, that they support each other financially and emotionally, that they have had children together, or that they present themselves in public as a couple.

Common-law partners who are unable to live together or appear in public together because of legal or cultural restrictions in their home country may still qualify and should be included on the application. Common-law partners that meet the conditions outlined above but who have been separated for reasons beyond their control (for example, civil war or armed conflict) should also be included on the application. Separated family members may be reunited in Canada if they apply within one year of the date the principal applicant arrived in Canada (see [family reunification](#) and [following family member](#)).

Dependent children: Dependent children may be your own children or those of your spouse or common-law partner. To be considered dependent, the child must:

- be under the age of 22 and not have a spouse or common-law partner; **or**
- depend substantially on the financial support of a parent and have been continuously enrolled and in attendance as a full-time student in a government-accredited post secondary institution since before the age of 22 (or since marrying or entering into a common-law relationship, if this happened before the age of 22); **or**
- depend substantially on the financial support of a parent since before the age of 22 and be unable to provide for himself or herself due to a medical condition.

In addition, the child must meet the definition of “dependent children” both at the time the application is made and at the time the visa is issued. If your child meets the definition of the first bullet, he or she can be older than 22 when the visa is issued, as long as they were under 22 at the time of application.

Spouse: This is a person of the opposite sex to whom the applicant is legally married.

Family reunification (One-year window of opportunity)

Canada recognizes that some family members may become separated from the family unit due to circumstances they cannot control. In cases where a family member has been separated from the family unit and the family is accepted for resettlement and travels to Canada, the separated family members can be processed on the same application as long as:

- the principal applicant has identified the separated family members on his or her application prior to departure to Canada; and
- the separated family members submit an application at the visa office within one year of the date the principal applicant arrived in Canada.

Principal applicant

The term refers to the person applying to immigrate to Canada for himself or herself and her or his family members.

Self-supporting refugees

Applicants accepted as either Convention Refugees Abroad or members of the Country of Asylum or Source Country Classes who are able to establish, to our satisfaction, that they have sufficient financial resources to provide for their lodging, care and maintenance in Canada.

Seriously and personally affected

These terms relate to applicants to the Country of Asylum and Source Country Classes.

Personally affected means that the applicant has been and continues to be affected on a personal level as a result of civil or armed conflict or violations of human rights.

Seriously affected means the applicant has been subject to sustained, effective denial of a basic human right. Basic human rights include: right to life; freedom from torture; freedom from enslavement or servitude; protection from imprisonment for debt; freedom of thought, conscience and religion; freedom from retroactive penal laws; right to recognition as a person before the law.

Visa office

A visa office is a Canadian immigration office outside Canada. These are usually located at a Canadian Embassy, High Commission, or Consulate.

Frequently Asked Questions

Should I pay processing fees?

There are no application or processing fees for people applying to immigrate to Canada in a refugee class.

Do I need a passport or travel document?

In most circumstances, a passport or travel document is needed for travel to Canada. If you do not have a passport or travel document and are unable to obtain one, you must inform the Canadian visa office.

Factors that may delay processing of your application

- Insufficient postage
- Incomplete or unsigned application forms
- Incorrect, incomplete address or failure to notify the visa office of a change of address
- Missing documents (or credible explanation why documents are not included)
- Unclear photocopies of documents
- Documents not accompanied by a certified English or French translation, if requested
- Verification of information and documents provided
- A medical condition that may require additional tests or consultations
- A criminal or security problem
- Family situations such as impending divorce, or custody or maintenance issues
- Completion of legal adoption
- Consultation required with other offices in Canada and abroad

How to Apply to Immigrate to Canada

A decision on your case may be based solely on the information you provide on the application forms. Therefore, be sure to complete all questions accurately and with as many details as possible. If you need help understanding this application kit and completing the forms, you may wish to seek assistance from family members, friends or from a local community group.

Read the definitions of Convention Refugee Abroad and the Humanitarian-Protected Persons Abroad Classes (Country of Asylum and Source Country), found in the [Overview](#) section. If you feel that you meet one of the refugee definitions, proceed as follows:

- STEP 1.** Make enough photocopies of the blank forms for your needs. As the principal applicant, you must complete all forms. Your spouse or common-law partner and your dependent children aged 18 years or older must each complete a copy of Schedule 1 - Background/Declaration. Family members 18 years of age or older who will go with you to Canada must also complete Schedule 2 - Refugees Outside Canada.
- STEP 2.** Follow the instructions to complete the forms.
- STEP 3.** Collect the documents you need to support your application. The [Checklist](#) (Appendix A) will tell you which documents you must submit with your application and which visa offices require translation and/or certification (notarization) of supporting documents.

Use the [Checklist](#) to make sure that you have included all of the required documents. The visa office may request more information at any time during the application process, even if the requested information is not listed on the [Checklist](#).

- STEP 4.** Submit your completed application and supporting documents to the visa office nearest your current place of residence (visa office mailing addresses are listed in [Appendix B](#)). Print your name and address on the top left side of the envelope.

Note: If you are being sponsored by a private group in Canada, the sponsoring group may ask you to send your completed application to them in order to speed up the process. Your private sponsor can then review your application to ensure it is complete and submit it to Citizenship and Immigration Canada. The application must be signed by you **only**.

All information and documents are required to assess your application correctly and quickly. If following the submission of your application, there are any changes to your family status such as marriage, divorce, births, deaths, your address, or telephone/fax number, or other important information, you must advise the visa office immediately, by mail or facsimile. When advising the office of such changes, clearly state your file number, which will be found at the top of the letter acknowledging the receipt of your application.

How to Complete the Forms

Use the following instructions to fill in the forms. Most of the questions on the forms are straightforward and extra instructions have only been provided when necessary. You must answer **all** questions. If you leave any sections blank, your application will be returned to you for completion and processing will be delayed. If any sections do not apply to you, answer “N/A” (not applicable).

Print clearly and make sure all information is easy to read. Your answers must be written in either English or French. If the space provided on the forms is not sufficient to list any information, use an additional sheet of paper. Make sure you indicate the form’s title and the number or letter of the question you are answering. Write your name and the page number at the top left corner of each additional sheet.

WARNING! The information you provide may be verified. If you give false or misleading information, you may be found to be inadmissible and not be allowed to apply for permanent residence in Canada for a period of two years. It is a serious offence to make a false application.

Application for Permanent Residence in Canada (IMM 0008 Generic)

Must be completed by:

- you, as the principal applicant.

Page two of the form asks for details of dependent family members. There is space for three family members on the form. If you have more than three family members, photocopy this page before you start to fill it in so you have enough space for everyone.

Category under which you are applying

Check the “Refugee Class” box.

Number of family members

Write the total number of people included in your application, including yourself and any family members, whether they are accompanying you to Canada or not. This number does not include *de facto* dependants.

Preferred Language

Correspondence: Decide which of English or French you are more comfortable reading and writing, and check the appropriate box.

Interview: Indicate which language you would prefer to use if you are selected for an interview.

1. Your full name

Print your full **family name** (surname) as it appears on your passport or on the official documents that you will use to obtain your passport.

Print all of your **given names** (first, second or more) as they appear on your passport or official documents. Do not use initials.

5. Country of citizenship

If you are a citizen of more than one country, give details on a separate page.

6. Write your native language (the language you learned at home in childhood and still understand)
- 6a. Check the box to indicate which of Canada's official languages (French or English) you use most frequently. If you do not use French or English, check the “Neither” box.

One of Canada's objectives with respect to immigration is to support and assist the development of minority language communities in Canada.

Note: This question is not used for selection purposes.

10. Previous spouses or common-law partners

This section requires you to give details of your past marriages or common-law relationships (see [Definitions](#)). If you have never had a spouse or common-law partner other than your current one, check “No” and proceed to question 12. If you have, check “Yes” and provide the details requested. If you have had more than one previous spouse or common-law partner, give details on a separate page.

12. Education

Check the box that best describes the highest level of education you have completed. If you have not completed secondary school, check the “No secondary” box.

Secondary education: the level of schooling after elementary and before college, university, or other formal training. Also called high school.

Trade/Apprenticeship: completed training in an occupation, such as carpentry or auto mechanics.

Non-university certificate/diploma: training in a profession that requires formal education but not at the university level (for example, dental technician or engineering technician).

Bachelor’s degree: An academic degree awarded by a college or university to those who complete the undergraduate curriculum; also called a baccalaureate. Examples include a Bachelor of Arts, Science or Education.

Master’s degree: An academic degree awarded by the graduate school of a college or university. You must have completed a Bachelor’s degree before a Master’s degree can be earned.

PhD: the highest university degree, usually based on at least three years graduate study and a dissertation. Normally, you must have completed a Master’s degree before a PhD can be earned.

14. Your mailing address

This is the address we will use to mail correspondence regarding your application. Print your address in English and, if applicable, also in your own native script. Attach another page if necessary.

18. Details from your passport

Print N/A in the box if you do not have a passport.

19. Identity card number

Cards issued by a foreign national, provincial, municipal or other government, as well as cards issued by a recognized international agency such as the Red Cross, can be used to identify yourself. If you have such a card, print the number in the space provided. Photocopy both sides of the card and attach the photocopy to your application. If you do not have an identity card, print “N/A”.

Details of family members

Provide personal details about your **family members**, whether they are accompanying you to Canada or not (for more information on family members, including age requirements, refer to **Definitions**). Also provide details on family members whose location is unknown (including those missing or presumed dead).

Note: *De facto* dependants who are part of your family unit (refer to **Definitions**) must not be included in this section, as they are required to complete their own application forms. Their applications must be submitted along with yours, so that your entire family unit can be processed at the same time.

Given names

Print all of your family member's **given names** (first, second or more) as they appear on his or her passport or official documents. Do not use initials.

Date of birth

If you do not know the exact date of birth, indicate the age your family members are today.

Country of citizenship

If your family member is a citizen of more than one country, give details on a separate page.

Relationship to you

Indicate whether the family member is your spouse, common-law partner, daughter, son, etc.

Will accompany you to Canada

Tell us if your family member will come to Canada with you.

Native language

Write your family member's native language (the language he/she learned at home in childhood and still understand).

Check the box to indicate which of Canada's official languages (French or English) your family member uses most frequently. If he/she does not use French or English, check the "Neither" box.

One of Canada's objectives with respect to immigration is to support and assist the development of minority language communities in Canada.

Note: This question is not used for selection purposes.

Education

Indicate the level of education your family member has successfully completed. Use the categories listed in Question 12.

Photos

Follow these steps:

- Take the Photo Specification sheet (**Appendix C**) to a photographer. Ask the photographer to provide you with **six photos** of yourself and each family member.
- **On the back of one photo from each person**, write the name of the person appearing in the photo and his or her height and eye colour.

- Enclose the photos of each person in an envelope and seal the envelope.
- Write your name and date of birth on the outside of the envelope.
- Staple the envelope to your application form. Be careful not to staple or bend the photos.

Background / Declaration **(IMM 0008 Schedule 1)**

Must be completed by:

- you, as the principal applicant;
 - your spouse or common-law partner (whether accompanying you to Canada or not); **and**
 - your dependent children aged 18 or over (whether accompanying you to Canada or not).
1. Write all of your given names. Do not use initials.
 6. Indicate your current status in the country where you now live (for example, citizen, permanent resident, visitor, refugee, no legal status, etc.).
 10. Provide details of all secondary and post-secondary education and begin with the most recent program completed.
 11. You must account for every month of the last ten years. If your 18th birthday was less than ten years ago, you must account for every month since your 18th birthday. Under “Activity”, print your occupation or job title if you were working. If you were not working, enter what you were doing (for example: unemployed, studying, travelling, in detention, etc.).
 15. Write the residential addresses where you have lived since your 18th birthday, complete with the postal code. Do not use P.O. box numbers.

Declaration

Read the statements carefully. Sign and date in the boxes provided. By signing, you certify that you fully understand the questions asked, and that the information you have provided is complete, truthful, and correct. If you do not sign, the application will be returned to you.

Refugees Outside Canada **(IMM 0008 Schedule 2)**

Must be completed by:

- you, as the principal applicant;
- your spouse or common-law partner;
- your dependent children aged 18 or over; **and**
- your dependent children **of any age** applying under the one-year family reunification period.

Note: Family members do not have to complete certain sections of this form. Follow the instructions given.

Family members applying under the one-year **family reunification** period must check the “following family member” box at the top of the page. If you know the Client ID number (also known as the case file number) of the principal applicant, write it in the space provided.

PART A

Do not complete Part A if you are a “following family member.”

1. c) If your application was refused, describe what has changed to make you feel that you are now eligible under Canada's Refugee and Humanitarian program.
2. If you answer "Yes" to question 2, proceed directly to question 8. Do not answer questions 3 to 7.
3. If you answer "Yes" to questions 3a or 3b, describe the circumstances in as much detail as possible, including all relevant dates and places.
4. Explain why you fled your home country in as much detail as possible. Describe the circumstances and events that affected you and members of your family, and indicate how these circumstances resulted in your decision to leave. It is important that you read the definitions of Canada's refugee classes before answering these questions (refer to the **Overview** section).
5. Describe the details of your travel to the country where you are now living, including any assistance you received and how you crossed any borders. Provide as much detail as possible, including locations, dates, modes of transportation, names of airline companies, etc.
7. Indicate whether you feel threatened in the country where you now live. If you have experienced or are experiencing any problems with the military or civil authorities of the country or from any other groups or individuals in the country where you now live, explain in as much detail as possible. Proceed to question 9.
8. a) If you answered "No" to question 2 do not answer this question. Proceed to question 9. Explain why you can no longer stay in your home country in as much detail as possible. Describe the circumstances and events that affected you and members of your family, and indicate how these circumstances resulted in your decision to leave. Indicate whether you sought protection from the authorities in your country. If you did not seek their assistance, explain why. It is important that you read the definition of Canada's Source Country Class carefully before answering this question (see the **Overview** section).
9. This section requests any information not already included in the questions above that will help us understand your circumstances and need for resettlement. Include anything that you feel is important for us to know.

PART B

12. List any skills and personal qualities that you and your family members have that will help you to resettle in Canada. You may have acquired skills through paid or unpaid employment, schooling, child care, home maintenance, etc. Personal qualities show your adaptability to new situations, your motivation to resettle, your initiative and resourcefulness. For example, learning the language of the country you are now in, learning new job skills to get work in the country where you now live, efforts you have made to keep your family together, etc.
13. If you are interested in living in a city in Canada where a family member or relative currently lives, print their name, address and telephone number. Also print the relationship of this person to you. We will make every effort to send you to the city where your family members or relatives live. You may also include the name of individuals, organizations or employers who are willing to assist you. If you don't know anyone, print "N/A".
14. Indicate how much money you will bring to Canada in the currency of the country in which you now live. Do not list jewellery, cars or other personal assets. If you will not have any money, print "N/A".

PART C - Additional Family Information

Complete Part C if you are the principal applicant or a "following family member".

Provide details on *de facto* dependants, non dependent children and on your brothers and sisters. Include individuals whose location is unknown (including those missing or presumed dead).

15. **De facto dependants** - (see the section **Definitions**), enter their name, their relationship to you, their date and place of birth, and their marital status. Also indicate whether or not the individual lives with you and if they are accompanying you to Canada. If you are not including *de facto* dependants as part of your family unit, write “N/A” and proceed to Box 16.
16. **Non dependent children 18 years of age or older who will not accompany you to Canada** - For each child 18 years of age or older who will **not** accompany you to Canada, enter the child’s name, relationship to you, date and place of birth, and marital status (including common-law relationships). Also indicate the child’s current city or town and country of residence.
17. **Brothers and sisters** - Enter their name, their relationship to you, their date and place of birth, and their marital status (including common-law relationships). Indicate their current city or town and country of residence.

PART D

18. **If you do not sign, the application will be returned to you.**
If you have a private sponsoring group, you may wish to check “Yes” to the release of your information to the sponsoring group. If you know the name of the sponsoring group and of the contact person, complete the *Use of a Representative* form (IMM 5476).



Use of a Representative (IMM 5476)

Complete this form if you are appointing a representative.

If you have dependent children aged 18 years or older, they are required to complete their own copy of this form if a representative is also conducting business on their behalf.

A **representative** is someone who has your permission to conduct business on your behalf with Citizenship and Immigration Canada. When you appoint a representative, you also authorize CIC to share information from your case file to this person.

You are not obliged to hire a representative. We treat everyone equally, whether they use the services of a representative or not. If you choose to hire a representative, your application will not be given special attention nor can you expect faster processing or a more favourable outcome.

The representative you appoint is authorized to represent you only on matters related to the application you submit with this form. You can appoint only **one** representative for each application you submit.

There are two types of representatives:

Unpaid representatives

- friends and family members who do not charge a fee for their advice and services;
- organizations that do not charge a fee for providing immigration advice or assistance (such as a non-governmental or religious organization);
- consultants, lawyers and Québec notaries who do not, and will not, charge a fee to represent you.

Paid representatives

If you want us to conduct business with a representative who is, or will be charging a fee to represent you, he or she must be authorized. Authorized representatives are:

- immigration consultants who are members in good standing of the Canadian Society of Immigration Consultants (CSIC);
- lawyers who are members in good standing of a Canadian provincial or territorial law society and students-at-law under their supervision;

- notaries who are members in good standing of the *Chambre des notaires du Québec* and students-at-law under their supervision.

If you appoint a paid representative who is not a member of one of these designated bodies, your application will be returned. **For more information** on using a representative, visit our [website](#).

Section B.

5. Your representative's full name

If your representative is a member of CSIC, a law society or the *Chambre des notaires du Québec*, print his or her name as it appears on the organization's membership list.

8. Your representative's declaration

Your representative must sign to accept responsibility for conducting business on your behalf.

Section D.

10. Your declaration

By signing, you authorize us to complete your request for yourself and your dependent children under 18 years of age. If your spouse or common-law partner is included in this request, he or she must sign in the box provided.

Release of information to other individuals

To authorize CIC to release information from your case file to someone other than a representative, you will need to complete the form *Authority to Release Personal Information to a Designated Individual* (IMM 5475) which is available on our website at www.cic.gc.ca/english/information/applications/release-info.asp and from Canadian embassies, high commissions and consulates abroad.

The person you designate will be able to obtain information on your case file, such as the status of your application. However, he or she will **not** be able to conduct business on your behalf with CIC.

You must notify us if your representative's contact information changes or if you cancel the appointment of a representative.

What Happens Next?

It is important that you notify the visa office of any changes to the information you submitted in your application such as a change of address, change in marital status or the birth of a child.

Letter of confirmation

When we begin processing your completed application, you will be assigned a case file number and your application will be reviewed to ensure that it is complete. A *Letter of Confirmation* will inform you of your case file number. Be sure to include your case file number in any correspondence with the visa office.

Interview

We will review your application and decide if an interview is necessary. If so, you will be informed of the time and place. You, your spouse or common-law partner and any dependent children may be asked to

attend. At the interview, you will likely be asked why you consider yourself to be a refugee and the circumstances that caused you to fear persecution. You will also be asked questions about your work experience, job skills, education and any plans or preparation that you have made for life in Canada. You may also be asked questions about your health, financial situation, past or current difficulties with the law, and your ability to resettle successfully in Canada.

Bring to the interview any documentation that may assist us in establishing your identity, the relationship of your family members, and your refugee claim. If needed, the visa office may provide an interpreter to help you during the interview. If the visa office does not have an interpreter available who can speak your language, you will be asked to bring an interpreter with you to the interview.

Processing times

Processing times vary from one visa office to another. The visa office will not contact you about the progress of your application unless information or an interview is required. In order to protect your privacy, Canadian laws do not allow us to provide information about the process of cases over the telephone or by email. Inquiries can be made in writing only.

Checking your application status

To find out the current status of your application, follow these steps:

Step	Action
1	Log on to our website at www.cic.gc.ca .
2	Select " I Need To... " on the right hand side of the page.
3	Click on <i>Check My Application Status</i> .
4	Click on <i>Client Application Status</i> under " Online Services ".

If you do not want your information to be made available on-line, you can remove it by following these steps:

Step	Action
1	Log on to our website at www.cic.gc.ca .
2	Select " I Need To... " on the right hand side of the page.
3	Click on <i>Check My Application Status</i> .
4	Click on <i>Client Application Status</i> under " Online Services ".
5	Access your account.
6	Select the check box next to the message " Please don't show my application status on the Internet ".

Refused cases

If your case is refused, there will be no change of the decision unless you can provide evidence of a significant change of circumstances. If you submit a second or further application, you must provide evidence of **all** changes of circumstance that affect your situation. It is your responsibility to provide all available evidence in support of your application.

Appendix A Checklist

Assemble all your documents as listed. Check (☑) each applicable item on the checklist and attach the checklist to your documents (a paper clip will do). Place all the documents in a sealed envelope.

Do not send originals of any documents with the exception of the completed application forms which must be **originals**. See boxes **Certification of Documents** and **Translation of Documents** below to determine whether your documents must first be certified or translated to English or French.

If you are unable to provide any of the requested documentation for special reasons, attach a **written explanation** with full details as to why that documentation is unavailable.

<p>1. APPLICATION FORMS</p> <p>Check that it is completed, signed and dated. Your signed application should include:</p> <ul style="list-style-type: none"> • <i>Application for Permanent Residence in Canada</i> (IMM 0008) <input type="checkbox"/> • <i>Background / Declaration</i> (IMM 0008 - Schedule 1) completed and signed by you and each of your family members who are 18 years of age or older. <input type="checkbox"/> • <i>Refugees Outside Canada</i> (IMM 0008 - Schedule 2) completed and signed by you and each of your family members who are 18 years of age or older. <input type="checkbox"/> • If you have a representative, complete and sign the <i>Use of a representative</i> (IMM 5476) form. You may appoint the contact person of the sponsoring group if you are being sponsored. <input type="checkbox"/> <p>Include in the same envelope the completed application forms for your <i>de facto</i> dependants and extended family members that are also applying for permanent residence.</p>	<input type="checkbox"/>
<p>2. PHOTOS</p> <p>Provide six recent photos of yourself and each of your family members. Follow the instructions provided in section How to Complete the Forms and in Appendix C: Photo Specifications.</p>	<input type="checkbox"/>
<p>3. IDENTITY AND CIVIL STATUS DOCUMENTS</p> <p>Birth, marriage, final divorce, annulment or separation certificates for you and spouse; death certificate for former spouse if applicable.</p>	<input type="checkbox"/>
<p>4. CHILDREN'S INFORMATION</p> <p>Children's birth certificates (which name their parents); adoption papers for adopted dependent children; proof of custody for children under the age of 22 and proof that the children may be removed from the jurisdiction of the court; statutory declaration that the remaining father or mother has no objection to the child living in Canada; if the children will not accompany you to Canada, proof that you have fulfilled any obligation stated in custody agreements.</p>	<input type="checkbox"/>
<p>5. BACKGROUND DOCUMENTS (if applicable)</p> <p>Any document to support your answers to questions in the <i>Background/Declaration</i> form such as completion of military service card, military records, membership cards or any documents showing your association or involvement in any social, political, vocational and cultural organization.</p>	<input type="checkbox"/>

<p>6. TRAVEL DOCUMENTS AND PASSPORTS</p> <p>Passports or travel documents for yourself, your spouse and dependent children, if you have any. Include only copies of pages showing the passport number, date of issue and expiration, your photo, name, date and place of birth. If you live in a country other than your country of nationality, include a copy of your visa for the country in which you currently live.</p>	<input type="checkbox"/>
<p>7. SETTLEMENT FUNDS (if applicable)</p> <p>If you are applying as a self-supporting family, provide proof of sufficient funds currently available to maintain yourself and your family members until you are self-supporting in Canada. These funds must be readily transferable to Canada in a convertible currency. Financial statements for the last three years (bank accounts, shares certificates, portfolio, etc.). Proof of assets (properties, buildings, lands, etc.).</p> <p>Note: If you carry more than \$10,000 Canadian in cash funds upon your entry to Canada, you will have to disclose these funds to a Canadian official upon arrival. Cash funds means money (coins or bank notes), securities in bearer form (stocks, bonds, debentures, treasury bills etc.) and negotiable instruments in bearer form (bankers drafts, cheques, travellers' cheques, money orders etc.). Failure to disclose can result in fines and imprisonment.</p>	<input type="checkbox"/>
<p>8. SPONSORSHIP UNDERTAKING (if applicable)</p> <p>If an organization or group of people is sponsoring you and you have received a copy of the <i>Sponsorship Undertaking</i>, attach a copy of the <i>Sponsorship Undertaking</i> to your application.</p>	<input type="checkbox"/>
<p>9. ADDITIONAL INFORMATION (if applicable)</p> <p>Any document you believe may be relevant to your need for protection, which may help us to better understand your situation. As well, any record to demonstrate your adaptability, initiative, motivation, or resourcefulness. All school certificates, diplomas, and degrees for you and your spouse or common-law partner (if applicable), including apprenticeship or trade papers. Letters of reference or work certificates from present and past employers for you and your spouse or common-law partner.</p>	<input type="checkbox"/>

Additional required documents if you are sending your application to the visa office in Bogota:

<p>1. A copy of the <i>Registro civil de nacimiento</i> for you and all family members included in your application. Certificates by a <i>notaria</i> are not acceptable. If you are living in Ecuador, you must submit your <i>Inscripción de nacimiento</i>. The <i>Partida de nacimiento</i> is not acceptable.</p>	<input type="checkbox"/>
<p>2. In the case of a child under the age of 18 who is travelling with only one parent, submit a notarized authorization from the other parent for the child to travel and live in Canada. Depending on the circumstances, you may instead submit the other parent's death certificate or authorization from the <i>Bienestar familiar</i>.</p>	<input type="checkbox"/>
<p>3. A copy of the national identification card (<i>Cédula de ciudadanía</i>) for you and your family members, 18 years of age or older, who are included in your application.</p>	<input type="checkbox"/>
<p>4. Any other supporting documents (for example: letters of reference, registration as displaced persons, police reports).</p>	<input type="checkbox"/>
<p>5. Police certificates for you and your family members, 18 years of age or older, who are included in your application. You must submit a certificate for every country in which you have lived for six months or more since reaching the age of 18. Please consult our website at: www.cic.gc.ca/english/information/security/police-cert/index.asp for specific and up-to-date information on how to obtain police certificates from any country.</p>	<input type="checkbox"/>

6.	For all Colombian males, 18 years of age or older, who are included in your application, submit a copy of their military card. A notarized declaration stating that they have not served in the military is not acceptable.	<input type="checkbox"/>
7.	A completed and signed Military Service Details form (IMM 5579) found in Appendix A.	<input type="checkbox"/>

If an organization or group of people in Canada is sponsoring you, you must also attach the following documents to your application.

If you are sending your application to the visa office in Abidjan:		
1.	Eligibility letter or ration card from the UNHCR.	<input type="checkbox"/>

If you are sending your application to the visa office in Accra:		
1.	Business and driver's licences, if available.	<input type="checkbox"/>

If you are sending your application to the visa office in Berlin:		
1.	Proof of your current immigration or residence status in your present country of residence, such as <i>Aufenthaltserlaubnis</i> or <i>Befugnis</i> or <i>Duldung</i> .	<input type="checkbox"/>
2.	A copy of the report of all hearings you have had with the German or Dutch authorities when you requested asylum in Germany or the Netherlands. If you have not made an asylum claim in Germany or the Netherlands, provide a statutory declaration of why you did not make an asylum claim and did not request protection under the Geneva Convention in the country in which you now live.	<input type="checkbox"/>
3.	A copy of all decisions to date in the German or Dutch refugee determination system with regard to your asylum claim.	<input type="checkbox"/>

If you are sending your application to the visa office in Cairo:		
1.	Copies of national identity documents for all family members included in your application.	<input type="checkbox"/>
2.	Police certificates for you and your family members, 17 years of age or older, who are included in your application. You must submit a certificate for every country in which you have lived for six months or more since reaching the age of 17, including the current country of asylum. A police certificate from the country of citizenship is not required. Please consult our website at: www.cic.gc.ca/english/information/security/police-cert/index.asp for specific and up-to-date information on how to obtain police certificates from any country.	<input type="checkbox"/>

If you are sending your application to the visa office in Damascus:		
1.	Business and driver's licences, if available.	<input type="checkbox"/>
2.	If you live in Iran, you must submit proof of registration with the Iranian Government (for example, BAFIA or <i>Amyesh</i> registration).	<input type="checkbox"/>

3.	If you live in Syria or Lebanon only, you must submit a police certificate from the authorities of the country of asylum for you and your family members, 18 years of age or older, who are included in your application.	<input type="checkbox"/>
4.	If you live in Jordan, you must submit clearance from the Jordanian General Intelligence Division and the Ministry of Justice.	<input type="checkbox"/>
5.	Supplementary Information form (IMM 5550) found in Appendix A, completed and signed by you and your family members who are 18 years of age or older.	<input type="checkbox"/>

If you are sending your application to the visa office in Islamabad:

1.	<i>Nikah Namas, Tazkiras and Shenakthi</i> passes.	<input type="checkbox"/>
2.	Ration card from the UNHCR or national refugee registration documents for you and all family members included in your application.	<input type="checkbox"/>

If you are sending your application to the visa office in Moscow:

1.	Copies of national identity documents for you and all family members included in your application.	<input type="checkbox"/>
2.	Ration card from the UNHCR or national refugee registration documents for you and all family members included in your application.	<input type="checkbox"/>

If you are sending your application to the visa office in Nairobi:

1.	Eligibility letter, mandate letter or ration card from the UNHCR and/or a similar document issued by a local government authority in the country of asylum as proof that you are registered as an asylum seeker, in countries where the government determines eligibility.	<input type="checkbox"/>
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If you are sending your application to the visa office in Pretoria:

1.	Business and driver's licences, if available.	<input type="checkbox"/>
2.	Copies of UNHCR identity cards for you and all family members included in your application.	<input type="checkbox"/>
3.	Any document as a proof that you and your accompanying family members are registered as asylum seekers with the government of the country of asylum.	<input type="checkbox"/>
4.	Police certificates from the authorities of the country of asylum for you and your family members, 18 years of age or older, who are included in your application. Please consult our website at: www.cic.gc.ca/english/information/security/police-cert/index.asp for specific and up-to-date information on how to obtain police certificates from any country.	<input type="checkbox"/>

Certification of Documents

The following Canadian visa offices require **certification** (by a notary) of all copies of documents submitted in support of your application:

Bogota (Colombia), **Ankara** (Turkey)

Translation of Documents

If your documents are not already in English or French, the following Canadian visa offices require **certified translations** (English or French) of all documents you submit with your application. You must also include a copy of the original.

Abidjan (Côte d'Ivoire), **Accra** (Ghana), **Bangkok** (Thailand), **Berlin** (Germany), **Cairo** (Egypt), **Damascus** (Syria), **Guatemala City** (Guatemala), **London** (United Kingdom), **Nairobi** (Kenya), **New Delhi** (India), **Pretoria** (South Africa), **Rome** (Italy).



MILITARY SERVICE DETAILS DETALLES DEL SERVICIO MILITAR

IMM
5579
(01-2006)
English
Spanish

1. Family name - Apellido(s) <input style="width: 95%; height: 20px;" type="text"/>	Given name - Nombre(s) <input style="width: 95%; height: 20px;" type="text"/>	<p>FOR OFFICE USE ONLY SOLAMENTE PARA USO OFICIAL</p> <div style="border: 1px solid black; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> <p>PHOTO FOTOGRAFIA</p> </div>						
2. Date of birth - Fecha de nacimiento <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">D</td> <td style="text-align: center;">M</td> <td style="text-align: center;">Y - A</td> </tr> <tr> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> </tr> </table>	D		M	Y - A				3. Rank - Rango <input style="width: 95%; height: 20px;" type="text"/>
D	M		Y - A					
4. Element (army, navy or air force) Elemento (Armada, Naval, Fuerza Aérea) <input style="width: 95%; height: 20px;" type="text"/>	5. Specialty - Especialidad <input style="width: 95%; height: 20px;" type="text"/>							
6. Place of birth - Lugar de nacimiento <input style="width: 95%; height: 20px;" type="text"/>	7. Nationality - Nacionalidad <input style="width: 95%; height: 20px;" type="text"/>							
8. Date you joined the armed forces Fecha en que se incorporó a las FFAA <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">D</td> <td style="text-align: center;">M</td> <td style="text-align: center;">Y - A</td> </tr> <tr> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> </tr> </table>	D		M	Y - A				9. Present position - Cargo actual <input style="width: 95%; height: 20px;" type="text"/>
D	M		Y - A					

10. POSITIONS HELD DURING YOUR CAREER: Start with the most recent, if you have held more than eight positions, make a photocopy of the form. CARGOS QUE TUVO DURANTE SU CARRERA Empezar con el más reciente. Si usted ha ocupado más de 8 rangos en su carrera militar tome una fotocopia del formulario antes de empezar esta sección.

Start date - Fecha de inicio <input style="width: 95%; height: 20px;" type="text"/>	End date - Fecha de terminación <input style="width: 95%; height: 20px;" type="text"/>	Rank - Rango <input style="width: 95%; height: 20px;" type="text"/>	Position title - Título del cargo <input style="width: 95%; height: 20px;" type="text"/>
Unit - Unidad <input style="width: 95%; height: 20px;" type="text"/>	Location - Ubicación <input style="width: 95%; height: 20px;" type="text"/>	Unit commanding officer Comandante de unidad <input style="width: 95%; height: 20px;" type="text"/>	No. of people that you supervised Número de personas que supervisó <input style="width: 95%; height: 20px;" type="text"/>
Role of the unit - Papel/Misión de la unidad <input style="width: 95%; height: 20px;" type="text"/>			
Your duties and responsibilities - Sus deberes y responsabilidades <input style="width: 95%; height: 20px;" type="text"/>			

Start date - Fecha de inicio <input style="width: 95%; height: 20px;" type="text"/>	End date - Fecha de terminación <input style="width: 95%; height: 20px;" type="text"/>	Rank - Rango <input style="width: 95%; height: 20px;" type="text"/>	Position title - Título del cargo <input style="width: 95%; height: 20px;" type="text"/>
Unit - Unidad <input style="width: 95%; height: 20px;" type="text"/>	Location - Ubicación <input style="width: 95%; height: 20px;" type="text"/>	Unit commanding officer Comandante de unidad <input style="width: 95%; height: 20px;" type="text"/>	No. of people that you supervised Número de personas que supervisó <input style="width: 95%; height: 20px;" type="text"/>
Role of the unit - Papel/Misión de la unidad <input style="width: 95%; height: 20px;" type="text"/>			
Your duties and responsibilities - Sus deberes y responsabilidades <input style="width: 95%; height: 20px;" type="text"/>			

Start date - Fecha de inicio 	End date - Fecha de terminación 	Rank - Rango	Position title - Título del cargo
Unit - Unidad	Location - Ubicación	Unit commanding officer Comandante de unidad	No. of people that you supervised Número de personas que supervisó
Role of the unit - Papel/Misión de la unidad			
Your duties and responsibilities - Sus deberes y responsabilidades			

Start date - Fecha de inicio 	End date - Fecha de terminación 	Rank - Rango	Position title - Título del cargo
Unit - Unidad	Location - Ubicación	Unit commanding officer Comandante de unidad	No. of people that you supervised Número de personas que supervisó
Role of the unit - Papel/Misión de la unidad			
Your duties and responsibilities - Sus deberes y responsabilidades			

Start date - Fecha de inicio 	End date - Fecha de terminación 	Rank - Rango	Position title - Título del cargo
Unit - Unidad	Location - Ubicación	Unit commanding officer Comandante de unidad	No. of people that you supervised Número de personas que supervisó
Role of the unit - Papel/Misión de la unidad			
Your duties and responsibilities - Sus deberes y responsabilidades			

Start date - Fecha de inicio 	End date - Fecha de terminación 	Rank - Rango	Position title - Título del cargo
Unit - Unidad	Location - Ubicación	Unit commanding officer Comandante de unidad	No. of people that you supervised Número de personas que supervisó
Role of the unit - Papel/Misión de la unidad			
Your duties and responsibilities - Sus deberes y responsabilidades			

Start date - Fecha de inicio _ _ _ _ _ _ _ _ _ _ _ _	End date - Fecha de terminación _ _ _ _ _ _ _ _ _ _ _ _	Rank - Rango	Position title - Título del cargo
Unit - Unidad	Location - Ubicación	Unit commanding officer Comandante de unidad	No. of people that you supervised Número de personas que supervisó
Role of the unit - Papel/Misión de la unidad			
Your duties and responsibilities - Sus deberes y responsabilidades			

Start date - Fecha de inicio _ _ _ _ _ _ _ _ _ _ _ _	End date - Fecha de terminación _ _ _ _ _ _ _ _ _ _ _ _	Rank - Rango	Position title - Título del cargo
Unit - Unidad	Location - Ubicación	Unit commanding officer Comandante de unidad	No. of people that you supervised Número de personas que supervisó
Role of the unit - Papel/Misión de la unidad			
Your duties and responsibilities - Sus deberes y responsabilidades			

11. MILITARY COURSES TAKEN IN YOUR COUNTRY AND ABROAD - CURSOS MILITARES QUE TOMO EN SU PAÍS O EN EL EXTRANJERO

Start date Fecha de inicio M Y - A	End date Fecha de terminación M Y - A	Course title - Materia	Location Ubicación
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12. DOMESTIC AND FOREIGN DECORATIONS AND MEDALS
CONDECORACIONES Y MENCIONES HONORÍFICAS RECIBIDAS TANTO NACIONALES COMO EXTRANJERAS

Year - Año	Type of decoration or medal - Tipo de condecoración o mención honorífica

Signature
Firma

Location
Lugar

Date
Fecha

D	M	Y - A

The information you provide on this form is collected under the authority of the *Immigration and Refugee Protection Act* and will be used in assessing your application according to the requirements of the Act. It will be retained in Personal Information Bank CIC PPU 039 identified in **Infosource**. It may be shared with other organizations in accordance with the consistent use of information under the *Privacy Act*. Under the *Privacy Act* and the *Access to Information Act* individuals have the right to protection of and access to their personal information. Details on these matters are available at infosource.gc.ca and through the Citizenship and Immigration Call Centre. **Infosource is also available in Canadian public libraries.**



SUPPLEMENTARY INFORMATION

IMM
5550
(01-2006)
English

To be completed by applicants aged 18 and over.

Most questions on this form are clear. The following instructions are provided for additional guidance.

3. A) Details of military service

If you served in any militia, army, defence or police unit (either as part of obligatory national service, the reserves or a volunteer unit), enter period of service (month and year), branch of service and unit number in which you served along with name of place where you were stationed, your rank, and a detailed description of your duties (e.g., infantryman, artillery, military policeman, radio operator, driver, etc.).

Declaration

Read this section carefully, sign and date.

1. A) Do you currently hold a valid passport?
 No Yes ▶ Is this your first passport? No Yes

B) How many passports, including your current one, if any, have you had?

2. What is your profession and specialization (if any)?

3. A) Did you serve in any militia, army, defence or police unit (including obligatory national service, reserve or volunteer units)?

No ▶ Explain why you have not had to serve in any armed force and proceed to question 6.

Yes ▶ Give the following details (see instructions).

From		To		Branch of service, unit number and place where stationed	Rank	Duties
M	Y	M	Y			
_	_	_	_			
_	_	_	_			
_	_	_	_			
_	_	_	_			

B) Did you receive special training?
 No Yes ▶ Provide details.



C) Did you ever participate in any form of combat?

No Yes ► Give details, including dates and locations.

D) Under what circumstances did your service end (e.g. completed service, deserted, invalidated out, medical problems, etc.)?

4. Have you ever witnessed or participated in ill treatment of prisoners or civilians, looting or desecration of religious buildings?

No Yes ► Describe the circumstances.

Declaration

I (your full name), , declare that all of the above statements are true, complete and correct, and I make this declaration knowing that it is of the same effect as if make before a court of law.

Signature

Date

Day	Month	Year

The information you provide on this form is collected under the authority of the *Immigration and Refugee Protection Act* and will be used to assess your admissibility to enter Canada as a temporary or permanent resident. This information may be shared with other departments of the Canadian government, with foreign governments and law-enforcement authorities for the purpose of administering and enforcing Canadian immigration legislation. It is retained in Personal Information Bank CIC PPU 039. Under the provisions of the *Privacy Act* and the *Access to Information Act*, individuals have the right to protection of and access to their personal information. Instructions for obtaining information are provided in InfoSource, a copy of which is located in all Citizenship and Immigration Offices.

Appendix B

Mailing Addresses

If you are being sponsored by a private group in Canada, the sponsoring group may ask you to send your completed application to them in order to speed up the process. Your private sponsor can then review your application and submit it to Citizenship and Immigration Canada. The application must be signed by you **only**.

For a list of website addresses of Canadian visa offices, visit our [website](#).

AFRICA and THE MIDDLE EAST

Abidjan, Ivory Coast

The Canadian Embassy
Immigration Section
01 B.P. 4104
Abidjan 01, Ivory Coast

Accra, Ghana

Canadian High Commission
Immigration Section
P.O. Box 1639
Accra, Ghana

Cairo, Egypt

The Canadian Embassy
Immigration Section
P.O. Box 1667
Cairo, Egypt

Damascus, Syria

The Canadian Embassy
Immigration Section
P.O. Box 3394
Damascus, Syria

Nairobi, Kenya

Canadian High Commission
Immigration Section
B.P. 1013
00621 - Nairobi, Kenya

Pretoria, South Africa

Canadian High Commission
Visa Section
Private Bag X14, Hatfield 0028
Pretoria, South Africa

Tel Aviv, Israel

The Canadian Embassy
Immigration Section
P.O. Box 6410
Tel Aviv
67060, Israel

WESTERN HEMISPHERE

Bogota, Colombia

The Canadian Embassy
Immigration Section
P.O. Box 052978
Bogota, Colombia

Guatemala City, Guatemala

The Canadian Embassy
Immigration Section
P.O. Box 400
Guatemala City, Guatemala

Havana, Cuba

The Canadian Embassy
Immigration Section
P.O. Box 6125
Havana, Cuba

Mexico City, Mexico

The Canadian Embassy
Immigration Section
Schiller 529
Col. Polanco
11560, Mexico D.F. Mexico

EUROPE

Ankara, Turkey

The Canadian Embassy
Immigration Section
Cinnah Caddesi 58
06690 Cankaya
Ankara
Turkey

Berlin, Germany

The Canadian Embassy
Leipziger Platz 17
D 10117 Berlin
Germany

Kyiv, Ukraine

The Canadian Embassy
Immigration Section
P.O. Box 200
Kyiv, 01901
Ukraine

London, United Kingdom

Canadian High Commission
Immigration Section
MacDonald House
38 Grosvenor Street
London W1X 0AA
United Kingdom

Moscow, Russia

The Canadian Embassy
Immigration Section
23 Starokonyushenny
Pereulok
Moscow 119002, Russia

Paris, France

The Canadian Embassy
Immigration Section
37 Avenue Montaigne
75008 Paris
France

Rome, Italy

The Canadian Embassy
Immigration Section
Via Zara 30
Rome 00198, Italy

Vienna, Austria

The Canadian Embassy
Immigration Section
Laurenzerberg 2
Vienna 1010, Austria

ASIA

Bangkok, Thailand

The Canadian Embassy
Immigration Section
P.O. Box 2090
Silom Road
Bangkok 10501, Thailand

Hong Kong, China

Consulate General of Canada
Immigration Section
G.P.O. Box 11142
Hong Kong
China (PRC)

Islamabad, Pakistan

Canadian High Commission
Visa Section
P.O. Box 1042
Islamabad, Pakistan

New Delhi, India

Canadian High Commission
Immigration Section
P.O. Box 5209
Shantipath, Chanakyapuri
New Delhi 110021, India

Singapore, Singapore

Canadian High Commission
Immigration Section
One George Street
#11-01
Singapore 049145, Singapore.

Appendix C

Photo Specifications

Notes to the applicant

TAKE THIS WITH YOU TO THE PHOTOGRAPHER

- Immigration photos are **not** the same as passport photos.
- Make sure that you provide the correct number of photos specified in the *Checklist*.

Notes to the photographer

The photos must:

- show a full front view of the person's head and shoulders showing full face centered in the middle of the photograph;
- have a **plain white background**;
- be identical (black and white or colour) produced from the same untouched negative, or exposed simultaneously by a split-image or multi-lens camera.

The photos must:

- measure between 25 mm and 30 mm (1" and 1 1/5") from chin to crown;
- have a 35 mm x 45 mm (1 3/8" x 1 3/4") finished size.

