



## **How to Apply to the Canadian Embassy for a Study Permit**

An International Student who wishes to study in Canada for more than six months may require a Study Permit from Immigration Canada. To obtain this visa, you must apply to the Canadian Embassy nearest your home city.

**Step 1:** Obtain an application form for a Study Permit from the Canadian Embassy, Consulate, or High Commission nearest your home.

**Step 2:** Gather the necessary documents: Make sure you submit all the appropriate documentation with your application. Missing documentation will delay your receipt of a Study Permit. Below is a checklist of key requirements that you will have to submit with your application.

- proof of financial support to show that you have enough money during your stay in Canada. This includes:
- proof that your tuition and homestay fees have been prepaid (as stated on your Letter of Acceptance from the Nanaimo-Ladysmith School District)
- proof that you have sufficient funds for return transportation, spending money in Canada, etc. You can use your bank statements for the past four months for this purpose.
- proof of identity: a valid passport
- an Official Letter of Acceptance from the Nanaimo-Ladysmith School District
- a notarized Declaration of Custodianship, issued by the Nanaimo-Ladysmith School District, and notarized in Nanaimo. For the majority of students, the Coordinator of International Student Education is the notarized custodian.
- a medical examination will be required if your stay in Canada will exceed six months. Medical processing will add several weeks to the time necessary to obtain your Study Permit. The medical examination forms can be obtained from the Canadian Embassy or High Commission, or from your Canadian Education Centre.

**Step 3:** Submit the Study Permit application form and the required documents along with the Study Permit application fee to the appropriate Canadian Embassy.

**Step 4:** A student may be required to attend an interview with the Visa Officer at the Canadian Embassy. You must satisfy the Canada Immigration Visa Officer that you meet the requirements of the Canadian Immigration Act and Regulations and that you will be in Canada for a temporary stay. Once the visa officer is satisfied that you are a "bona fide" student, and all statutory requirements are met, you will be given a Study Permit.