

FAQs- Initial Study Permit Application

I am attending the Summer Academic English Program at U of T Scarborough, what is next?

To study at the University of Toronto (U of T), you need to have a valid study permit for **post-secondary institution (University)**.

When you are admitted to U of T, **you must apply for your study permit from your home country** as soon as possible (at least 3 months in advance). You cannot travel to Canada before your application is approved. You need to have a study permit before attending classes at U of T Scarborough.

You are expected to have your study permit by **July 2, 2020** - the first day of the Academic English program. If you do not think that you will have your study permit by that date, contact the U of T Scarborough Admissions & Student Recruitment Office or e-mail utsc.academicenglish@utoronto.ca .

How do I apply for my study permit?

For faster processing time and convenience, you have to apply **online** for a **new study permit in your home country** (country of citizenship). Processing time varies from 1 to 3 months based on the country of citizenship. Please plan ahead to submit your application on time.

The online procedure starts with the creation of your ircc account followed by a questionnaire (15 to 20 questions) and step-by-step instructions to get you to the application package and online submission page.

When your application is approved, you will receive a Letter of Introduction. Your study permit will be issued at the border when you arrive in Canada.

Do I also need to apply for a Temporary Resident Visa (TRV) or electronic Travel Authorization (e-TA) in addition to the study permit?

A TRV or an eTA is different from a study permit. A Study permit is required to stay in Canada as a student while a TRV and an ETA are travel documents used to enter Canada.

When you apply for a study permit outside Canada, you do not need to apply separately for a TRV or an e-TA. Depending on your [country of citizenship](#), the visa officer will issue a TRV or e-TA along with your study permit.

What is the processing time?

Apply early. Check the application processing times on the Citizenship and Immigration Canada (CIC) website: <http://www.cic.gc.ca/english/information/times/temp/students.asp>

Do I need an agent to apply for my study permit?

No. All the forms and information that you need to apply for a study permit are available for **free** on CIC website. You can complete the application form and submit it on your own. Make sure you use the latest version of all the forms

Visa offices treat applicants equally, whether they use a representative/agent or not. If you decide to use a paid agent/representative, **be careful whom you ask for advice.**

For more information on who can represent you, please visit:
<http://www.cic.gc.ca/english/information/representative/rep-who.asp>

How can the Visa Application Center (VAC) help with my study permit application outside of Canada?

You can apply for your study permit yourself or via Visa Application Centers (VAC) outside Canada. To find the closest VAC to your home town, please visit: <http://www.vfsglobal.ca/Canada/>

VACs can:

- provide information on application forms, process and fees in local languages
- make sure that applications are complete
- transmit application documents and passports to the visa office
- return passport and decision documents securely
- offer an online tracking service
- schedule interviews and provide application photographs and photocopies for a fee
- provide access to a computer to apply online at VAC computer stations

VACs do not:

- play a role in the decision making process
- provide any visa-related advice to the applicants

All decisions on applications are made by visa officers at the visa office. VACs also do not represent the Government of Canada.

What documents are required to apply for study permit?

The required forms and documents are listed on the Citizenship and Immigration Canada (CIC) website:
<http://www.cic.gc.ca/english/study/study.asp>

Additional information or documents

In addition to the documents listed on CIC, you may have to provide other information/documents (such as General Education and Employment form, family information) depending on your country of citizenship.

Check the website of the visa office or VAC responsible for your country for local requirements.
<http://www.cic.gc.ca/english/information/offices/index.asp>

Application tips:

-Valid passport

If your passport is expiring soon, renew it at least 6 months prior to applying for your study permit.

-Proof of means of financial support

You'll need to show you can cover the cost of one year in Canada including school tuition plus CAD\$10,000 (for living expenses) by submitting a bank statement, savings account passbook, bank draft, or other proof that indicates you or your parents have sufficient funds.

-Medical Exam

Check if you need a medical exam for your study permit application:
<http://www.cic.gc.ca/english/information/medical/medexams-temp.asp>

If you require a medical exam, wait for instructions from the visa office after you submit your application or undergo your medical exam before you submit your application. Your own doctor cannot perform the medical exam. You must see a doctor on the list of [panel physicians](#).

Biometrics:

In the past 10 years, have you given your fingerprints and photo (biometrics) for an application to come to Canada. If not, you are required to give this; Please visit

<https://www.canada.ca/en/immigration-refugees-citizenship/campaigns/biometrics/facts.html>

- Proof of custodianship (if applicable)*

Notarized custodian declaration forms signed by parents and a custodian in Canada.

***Who is a Custodian?**

Students **younger than 17 years of age** who come to Canada to study and who are not accompanied by a parent or legal guardian must be cared for by a responsible adult in Canada. This person is known as a custodian and must be a Canadian citizen or permanent resident of at least 19 years of age.

In some cases, a custodian **may** also be required for students **between 17 and 18 years of age**. This will be at the discretion of the visa officer. If you need one, a visa officer will contact you.

Legal arrangements must be made to give the custodian in Canada permission to act in place of a parent. Please see the "Studying in Canada - Minors" page for more information and required forms: <http://www.cic.gc.ca/EnGLish/study/study-minors.asp>

No UTSC staff member or department may be your custodian.

It is your responsibility to find a custodian who can be an extended family member, family friend or business associate living in Ontario. Alternatively, there are companies that provide such services for a fee.

This document is prepared by Joseph Unufegan (RCIC#: R508924), the International Student Advisor, at U of T Scarborough. This information may change without notice. This document was last updated on February 25, 2020. Please refer to www.cic.gc.ca for the most updated information.