



INTERNATIONAL STUDENT CENTRE

FAQs-Study Permit Application: Outside Canada

***Please note if you have a valid high school study permit (& visa if applicable) and you are either in Canada or you are planning to return prior to the expiry date of your documents to extend your permit inside Canada, please check the in-Canada tip sheet.**

I am attending the Academic English Program, what is next?

To study in Canada at the University of Toronto (U of T), generally 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 you receive a [Provincial Attestation Letter](#) and an offer of acceptance from the Academic English Program. You cannot travel to Canada before your application is approved.

You are expected to have a valid study permit and to be in Canada by **July 2nd, 2024** - the first day of the Academic English program. If you can't meet this requirement, 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?

You have to apply through the [IRCC study permit application portal](#) for a **new study permit in your home country** (country of citizenship/residence). **IRCC's average processing time takes 11 weeks and varies from country to country, please plan ahead to submit your application on time.**

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.

How early should I apply and what is the processing time?

Please click [here](#) for IRCC's average processing time. We always recommend students to **apply early** to avoid processing delays.

What documents are required to apply for study permit?

The required forms and documents are listed on IRCC [website](#). The main documents to apply for a study permit include **offer of acceptance, an attestation letter from the Ontario government, proof of financial means, copy of passport and digital photo**.

To receive an attestation letter (PAL), you will need to do three things:

1. accept your offer;
2. pay the admission deposit; and
3. submit the Provincial Attestation Letter (PAL) Confirmation Form.

You will be able to access the PAL Confirmation Form through the Offer Page on the Join U of T Applicant Portal *after* you have accepted an offer and paid the admission deposit.

After completing all three steps, the Ontario Universities' Application Centre (OUAC) will issue the PAL to the University. You will receive an email notification when your PAL is available. You can then download it through your Offer Page on the [Join U of T Applicant Portal](#).

Additional Documents

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

You may also 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 first prior to applying for your study permit.

-Proof of means of financial support

You'll need to show you or your parents have sufficient funds to cover at least **one year of your tuition fees plus \$ 20,635 for living expenses**, by submitting bank statements, savings account passbook, bank draft, or other documents such as employment letters or proof of income (in necessary).

-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, either complete an upfront medical exam before you submit your application (for faster processing) or wait for instructions from the visa office after 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, if you have not you given your fingerprints and photo (biometrics) for an application to come to Canada, you are required to give your biometrics after you receive the biometrics request letter. For more information, 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.

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 IRCC website. You can complete the application form and submit it online on your own.

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>

Disclaimer: This document was developed by a Regulated Canadian Immigration Consultant (RCIC) as per Immigration and Refugee Protection Act and its Regulations. This guide is not a legal document and the information contained may change without notice in accordance with IRCC's policies. Students, using this guide, are entirely responsible for ensuring they are following all IRCC regulations and remain responsible for checking the source website (IRCC) for any up-to-date information. Please refer to www.cic.gc.ca for the most updated information.

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