

# Applying for a Temporary Resident Visa/Entry Visa

Your Temporary Resident Visa (TRV) or Entry Visa allows you to enter Canada. You must make sure that your TRV is valid every time you wish to enter Canada. Do not travel until you have a valid document.

## Do I need a Temporary Resident Visa (TRV)?

Citizens from certain countries require a TRV in order to seek permission to enter Canada. To find out whether you need one, please visit the Immigration, Refugees and Citizenship Canada (IRCC) website: <http://www.cic.gc.ca/english/visit/visas.asp>.

## Entering Canada after a visit solely to the United States

If you are visiting the United States only and you wish to return back to Canada, you may seek re-enter to Canada without a valid TRV only if you have a valid study permit, passport **and** you will return to Canada before the end of your approved stay in Canada. Also, your valid study permit must have been issued before you left Canada for your United States visit. If you need to return to Canada and you do not have a valid TRV, you are advised to print out the *Regulation S190* from the *Immigration and Refugee Protection Regulations* to show to the Canadian officer on your return: <https://laws-lois.justice.gc.ca/eng/regulations/sor-2002-227/section-190.html>. Specifically, you may show to the officer Regulation S190(3)(f).

## My TRV has expired but I need to travel and I don't have time to apply in Canada

If you need to travel unexpectedly, you may be able to apply for a TRV in your home country. Make sure that you take the supporting documents with you and verify the IRCC visa office instructions for your home country. Please note that if your application for a TRV is refused in your home country, you may not be able to return to Canada. **Do not travel without consulting an advisor.**

## Before you begin:

To apply for a TRV from within Canada, make sure that you have collected all the supporting documents:

- Verification of Enrolment from Okanagan College – request using the webpage: <https://forms.office.com/r/WKsGHEA6HH>, OR using the Okanagan College [iCent app](#), available for FREE download on Google Play or App Store – may take up to 15 business days processing time
- Official transcript – this can be requested from your myOkanagan account (may involve \$10.00 fee)
- Digital photo meeting the requirements explained here: <https://www.canada.ca/en/immigration-refugees-citizenship/services/application/application-forms-guides/temporary-resident-visa-application-photograph-specifications.html>
- Valid passport – passport must have at least one blank page other than the last page available in each passport
  - Combine scanned copies of biodata page (i.e., page stating your name, date of birth, passport number, etc.) and ALL marked/stamped/visa pages of passport in a single PDF file
- Copy of your valid study permit
- Copy of your marriage certificate or license (if applicable)
- Application fee (CAD \$100.00, and *if applicable*, biometrics fee of CAD \$85 – subject to change)
- Credit card for the application fee
- Proof of funds for the duration of your remaining studies. Documents may include: most recent 4 months' bank statements or sponsorship agreement, signed and dated letter from your financial supporter, your financial supporter's employment letter or evidence of other sources of income, financial supporter's identity document (e.g. scanned copy of biodata page of their passport), any document to show your relationship with financial supporter (e.g. birth certificate)
- If you're currently working in Canada on your post-graduate work permit, include:
  - Employment letter from your employer (as proof of current employment) and your work permit copy

*Note: You may be required to provide additional supporting documents, and all documents to be in English or French.*

*The information in this document has been reviewed and endorsed by a Regulated Canadian Immigration Consultant (RCIC) pursuant to the Immigration and Refugee Protection Act and Regulations. This is not a legal document. Information herein may change without notice. Always refer to <https://www.cic.gc.ca/> for the most updated information. This document was last updated on July 25, 2023.*



# Applying Online

## Step 1: Request your Verification of Enrolment Letter and Transcript

Complete and submit your Verification of Enrolment Letter request using the webpage: <https://forms.office.com/r/WKsGHEA6HH>. You can order your official transcript directly from your MyOkanagan account.

## Step 2: Create your personal checklist using IRCC online services

Visit the IRCC website and complete the Come to Canada wizard: <https://www.canada.ca/en/immigration-refugees-citizenship/services/come-canada-tool.html>. Click “?” icon next to questions in the Come to Canada wizard.

- For “What would you like to do in Canada?”, select “Study”.
- For “How long are you planning to stay in Canada?”, select “Temporarily – more than 6 months”
- For “What is your current country/territory of residence?”, select “Canada”
- For “What is your current immigration status in Canada?”, select “Student” as you’ve a study permit
- Answer next questions. When you see different options such as Temporary Resident Visa or Post-Graduate Work Permit - in Canada, select “Temporary Resident Visa” and click Continue.
- For “Which of the following best describes your situation?”, select “I have a study permit”.
- For “Are you giving someone access to your application?”, select “No”. If you’ve a representative, then select as appropriate.
- For “Are you able to make a digital copy of your documents with a scanner or camera?”, select “Yes”.

After you finish answering all questions, the system will generate ‘personal reference code’ along with several steps. Read and follow these steps carefully.

## Step 3: Scan and attach all supporting documents

- Upon [logging into your IRCC account](#), click ‘Apply to come to Canada’ under “Start an application”, enter your personal reference code and click Continue.
- Click the “?” icon next to each document name in the Your Document Checklist webpage for instructions. Scan your documents to your computer and attach them to your online application. If you do not have a scanner, you may use the scanner in the Library. The overall size of each file to upload needs to be less than four (4) MB. You may use Adobe Acrobat to reduce file size. Alternatively, you may print out the documents and scan them at a lower resolution (not below 250 dpi).
- “Client Information” upload file field: If you believe you need to explain anything to an IRCC Officer, then upload your explanation letter in this upload file field.

## Step 4: Pay the application fee and submit your application.

You can pay the application fee using your credit card.

## Step 5: Wait for IRCC to request your passport

If your application is complete and nearing completion of processing, IRCC will request your passport. Make sure to check your online MyCIC/IRCC account and your email regularly for this IRCC request/correspondence letter. Do not mail your passport to IRCC until you have been asked to do so.

## Step 6: Send your passport

Review the instructions in the IRCC request/correspondence letter to learn about how and where to send your passport.