



## DOCUMENT CHECKLIST FOR A STUDY PERMIT

This document checklist is one of the forms that you need to submit with your application.

Consult the [Instruction Guide \(IMM 5269\)](#) to find out if you are required to provide some or all of the forms and documents listed in this checklist.

You will need different forms depending on how you're applying and where you're applying from. Please refer to the specific instructions from the responsible [visa office](#) for your region to ensure you submit a complete application.


If your documents are in a language other than English or French, check with the responsible visa office for your region to determine whether they need to be translated.

If any of the required documents listed below are missing, the processing of your application could be delayed.

Gather your documents in order of the checklist and check  each item.

### I have enclosed the following items:

	<b>FORMS LIST: The following IRCC forms must be completed, signed, and dated.</b>	<input type="checkbox"/>
1	<i>Application for Study Permit made Outside of Canada (IMM 1294).</i> <b>Note:</b> If this application form is completed on a computer, it must be validated to generate a <a href="#">barcode page</a> . If you apply on paper, print and place the barcode page (page 5 of 5) on the top of your application (or if applying as a group, each individual application package).	<input type="checkbox"/>
2	<i>Family Information (IMM 5707)</i> <b>Note:</b> Must be completed by those 18 years of age or older or a minor travelling alone to Canada.	<input type="checkbox"/>
3	<i>Statutory Declaration of Common-law Union (IMM 5409), if applicable</i> <b>Note:</b> Refer to the responsible visa office for your region.	<input type="checkbox"/>
4	<i>Use of a Representative (IMM 5476), if applicable</i> <b>Note:</b> Complete this form <b>only</b> if you are using the services of an authorized representative, or if you are appointing or cancelling a representative.	<input type="checkbox"/>
5	<i>Authority to Release Personal Information to a Designated Individual (IMM 5475), if applicable</i> <b>Note:</b> Complete this form <b>only</b> if you authorize Immigration, Refugees and Citizenship Canada (IRCC) and the Canada Border Services Agency (CBSA) to release information from your case file to someone other than yourself.	<input type="checkbox"/>
6	<i>Custodianship Declaration - Custodian for Minors Studying in Canada (IMM 5646), if applicable</i> <b>Note:</b> Must be completed if the minor studying in Canada is less than 17 years old.	<input type="checkbox"/>
	<b>DOCUMENTS LIST:</b>	<input type="checkbox"/>
1	<b>Proof of payment</b> showing the amount paid. You must pay your processing fees and any other applicable fees and include a copy of the payment receipt with your application. If you or your family members need to give biometric information, the biometric fee should be paid at the same time and in the same way as the processing fee. See " <a href="#">Step 3. Pay the fees</a> " of the instruction guide to calculate the total amount of fees you need to pay. Visit the <a href="#">Pay your fees</a> page to verify acceptable methods of payment with the visa office or Visa Application Centre responsible for you region.	<input type="checkbox"/>
2	A Photocopy of the information page of your valid passport or travel document which includes: <ul style="list-style-type: none"> <li>• The passport number,</li> <li>• The issuance and expiry dates,</li> <li>• Your photo, name, date and place of birth.</li> </ul> <b>Note:</b> If you require a Temporary Resident Visa (TRV) and your study permit application is approved, you will need to provide your original passport for the visa counterfoil to be issued. Refer to the responsible visa office for your region.	<input type="checkbox"/>

	<b>DOCUMENTS LIST (CONTINUED):</b>	<input type="checkbox"/>
3	<p><b>Two photos</b> meeting the requirements of the <a href="#">Visa application photograph specifications</a>. On the back of two photos, write your name and date of birth.</p> <p><b>Note:</b> If you are required to provide <a href="#">biometric fingerprints and photo</a>, you are <b>not</b> required to include paper photos with your application.</p>	<input type="checkbox"/>
4	<p><b>Letter of acceptance</b> from where you intend to study (including, but not limited to, <a href="#">Designated Learning Institutions</a>).</p> <p><b>Note:</b> Must be issued by the Canadian institution (e.g. school board, school district, University, etc.) on official letterhead, show the exact amount of tuition fees you are required to pay, the anticipated starting and finishing dates, and the date by which you need to register.</p>	<input type="checkbox"/>
5	<p>Most study permit applications submitted to IRCC now require a <a href="#">Provincial Attestation Letter / Territorial Attestation Letter (PAL/TAL)</a> from the intended province or territory of study as of January 22, 2024. Unless you meet one of the <a href="#">exceptions</a>, you must submit a PAL/TAL.</p> <p>A study permit application that does not include a PAL/TAL, or provide proof of meeting an exception outlined in the Ministerial Instructions, will not be accepted for processing.</p>	<input type="checkbox"/>
6	<p>If you plan on studying in the province of Québec, provide the attestation of issuance of your "Québec Acceptance Certificate" (CAQ) issued by the Ministère de l'Immigration, de la Francisation et de l'Intégration (MIFI).</p> <p><b>Note:</b> As of February 13, 2024, MIFI updated their Québec Acceptance Certificate" (CAQ) which includes information about the provincial attestation letter. A study permit application that does not include this updated CAQ, or provide proof of meeting an exception outlined in the Ministerial Instructions, will not be accepted for processing.</p>	<input type="checkbox"/>
7	<p><b>Proof of financial support</b></p> <ul style="list-style-type: none"> <li>• If the duration of your studies in Canada will be less than one year, proof of financial support for the duration of your studies in Canada.</li> <li>• If the duration of your studies in Canada will be more than one year, proof of financial support for the first year of your studies in Canada.</li> </ul> <p><b>Note:</b> Please refer to the <a href="#">IRCC website</a> for the current financial requirements. These are adjusted each year.</p>	<input type="checkbox"/>
8	<p><b>Medical exam:</b> You may need a medical exam if any of these situations apply to you:</p> <ul style="list-style-type: none"> <li>• You plan to stay in Canada for more than 6 months.</li> <li>• You recently spent time in certain countries.</li> <li>• You plan to work in certain jobs where public health must be protected.</li> </ul> <p><a href="#">Find out who needs a medical exam.</a></p>	<input type="checkbox"/>
9	<p>Photocopy of your Marriage license/Certificate, if applicable</p> <p><b>Note:</b> Refer to the responsible visa office for your region.</p>	<input type="checkbox"/>
10	<p>Any additional documents required by the responsible visa office.</p> <p><b>Note:</b> Refer to the responsible visa office for your region.</p>	<input type="checkbox"/>