Temporary Resident Visa

Riyadh Visa Office
Instructions

This application is made available free by Immigration, Refugees and Citizenship Canada and is not to be sold to applicants.

Cette trousse est également disponible en français
Application for a temporary resident visa – Checklist

Embassy of Canada in Riyadh, Saudi Arabia

Thank you for your interest in Canada. Please read the following carefully before submitting your application.

You are responsible for completing the application properly and for providing the complete documentation requested. Doing so increases your chances of receiving a favorable decision within our estimated processing times.

- Any document not in English or French must be accompanied by a certified translation.
- You must provide original documentation along with a photocopy of each document.
- Any preparations you make, such as paying administration or tuition fees, are done entirely at your own risk.
- Please feel free to provide any other additional documentation that will justify and support the purpose of your travelling to Canada.

Returning students with valid Study Permit for Canada: If there is no need to renew your Study Permit, you must apply for a Temporary Resident Visa. In addition to all other requirements, make sure you also submit a copy or original of your valid Study Permit along with your complete academic record-transcripts from the schools you attended in Canada and an updated letter from the school you are attending, clearly stating that you are a registered student and of good standing. The fee for a multiple-entry visa is required.

Returning workers with valid Work Permit for Canada: In addition to the following requirements, make sure you also submit a copy or original of your valid Work Permit with an updated letter from your current employer confirming your employment. Multiple-entry visa fee is required.

You must submit the following items:

| Two photos, meeting the photograph specifications, signed, dated and taken in the past six months, for each applicant. Staple the photographs on the application form without marking the face. |
| Valid passport or travel documents: You must include your original passport or travel document and a copy of the photo page (bio-data page) with the application. |
| - The passport you intend to travel with MUST be submitted with the application. |
| - The passport must be valid for a minimum of six months upon arrival at the Canadian Port of Entry. |
| - The visa validity cannot be longer than the validity of your passport, even for multiple-entry visas. |
| - We do not accept passports including more than one person. One passport per person required. Children must each have their own passport. |
| - You may also submit any previous passports you have used in order to show your previous travel history. |
| - If you are travelling to other countries during your visa process, along with your application submit a photocopy of the pages of your passport showing: your identity, photo & validity of your passport with a cover letter explaining the reason and the |
date you will send it for continuation of your application process. We will not send you a reminder.

**Proof of sufficient funds** to cover expenses for the duration of your visit.

- A bank statement covering the last six months and showing the balance of the account.
- Any additional relevant documentation (last 2 pay slips, property titles, proof of pension, investments, etc.).
- If you are not paying for your own trip, indicate how your trip will be funded. Submit supporting documentation, for example: parents’ bank statements; letter from employer covering costs; spouse’s employment, proof of employment and financial documents for host in Canada* (employment letter, pay slips, T4/Notice of Assessment, bank statements), etc.

*Note:* Some inviters or hosts may prefer not to provide their personal information directly to the applicant for submission to the Visa Office. In this case, please enclose a note to this effect. Please be advised that this may lead to slower processing in some cases.

**Occupation:**

- **Worker:** provide an employment letter certified by the Saudi Chamber of Commerce stating position, salary, length of service & dates of contract, or proof of retirement income if applicable.
- **Self-employed:** please provide a copy of your business/trade license.
- **Student:** please provide a letter of enrolment from your current school and your complete academic record with transcripts.
- **Other:** please submit proof of your most recent occupation as either a worker or a student.

**Invitation letter from friends or relatives in Canada:**

If you are visiting friends or relatives in Canada, a letter, e-mail, or fax of invitation must be submitted with evidence of their legal authorization to be in Canada (temporary or permanent resident, citizen). **DO NOT HAVE RELATIVES OR FRIENDS SEND THE DOCUMENTATION DIRECTLY TO THE EMBASSY. PROVIDE THE DOCUMENTATION WITH YOUR APPLICATION.**

**Business invitation:**

If an employer is funding your travel, provide company authorization and funding letter for your business visit to Canada. The letter should justify the reason of your business visit to Canada. Include a detailed invitation letter from any Canadian firms also justifying the reason of your visit.

**If applicable, you must also submit:**

**Non-Saudi citizen:** If you are not a Saudi Citizen, you must provide proof of your present immigration status (copy of your Saudi Residence Permit – Iqama) as well as a copy of your exit and re-entry visa.

If you have answered “yes” to any of the background information questions on the application form, provide a completed and signed Schedule 1 form (Application for Temporary Resident Visa – IMM 5257B) and include it with your application.
SUPPLEMENTARY INFORMATION FORM

* TYPE or PRINT your answers and use Gregorian calendar format (day/month/year)

* Write N/A if a question does not apply to you.

Type of application:

☑ Visitor | ☐ Worker | ☐ Student | ☐ Other

Applicant supplementary information

1. Full name as it appears in your passport

Family name: ____________________________
First name: _____________________________
Middle name: ___________________________

2. Current nationality:

Nationality at birth: __________________________

Do you have any other nationalities? ☐ Yes | ☐ No

If yes, please provide details: __________________________

3. Passport details:

Passport type: ☐ Regular | ☐ Special | ☐ Diplomatic | ☐ Other

Place of issue (City & country): __________________________

Date of your last entry into the Kingdom of Saudi Arabia: __________________________

4. Length of travel: (dd/mm/yyyy)

Date you will leave Saudi Arabia: __________________________

Estimated date of arrival to Canada: __________________________

Estimated date of departure from Canada: __________________________
Are you travelling to any other country during this trip?  

**Yes | No**

If **yes**, please indicate the countries you will be visiting:

______________________________

5. Have you ever been refused a visa to travel to any country, including Canada?  

☐ Yes | ☐ No

If **yes**, please provide details:

______________________________

6. Do you have any health conditions that may require medical services while in Canada?  

☐ Yes | ☐ No

If **yes**, please provide details:

______________________________

Family & friends supplementary information

Do you have relatives or friends in Canada?  

☐ Yes | ☐ No

If **YES**, please provide the requested information with a copy of the document proving the validity of their status in Canada: **Valid study permit, work permit, permanent resident card... etc.**

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<th>Family Name</th>
<th>First Name</th>
<th>Relationship</th>
<th>Date of Birth (dd/mm/yy)</th>
<th>Citizenship</th>
<th>Occupation in Canada</th>
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Please provide the requested information for other individuals (not family) travelling with you.

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<th>First Name</th>
<th>Relationship</th>
<th>Date of Birth (dd/mm/yy)</th>
<th>Citizenship</th>
<th>Occupation</th>
<th>Current country of Residence</th>
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**Travel information**

Please list all countries visited in the past ten years and year of visit. * Use separate sheet if necessary.

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Have you ever travelled to Canada during the past 10 years? □ Yes | □ No

**If YES,** please provide details of your last three (3) visits to Canada (beginning with the most recent one).

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<tr>
<th>Purpose</th>
<th>Date of Entry (dd/mm/yy)</th>
<th>Date of Departure (dd/mm/yy)</th>
<th>Visa File Number (if applicable)</th>
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**To be completed by non-Saudi nationals**

1. How long have you resided in Saudi Arabia?

2. What is the expiry date of your residence permit?
3. What is the name of your sponsor for your residence permit?

4. What are the dates of your authorized leave from your sponsor?

To be completed by Study Permit applicants only

Please provide information in reference to the agent or representative who assisted you with your admission to the Educational Institution in Canada or with your study permit in application:

Agent’s name:

Business Address:

Phone number and Email:

Please detail your education or work experience since the age of 18. Start with the most recent information. Under “Activity”, write your course of study or details of employment. In the case where you were not working or studying, please indicate what you were doing. As an example: unemployed, travelling, etc...

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<td>Name of Company/School</td>
<td>Activity</td>
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<td>Month</td>
<td>Year</td>
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Who will pay for your tuition and fees in Canada?

Complete name:

Relationship:
Phone number:

I declare that I have answered all questions in this form fully and truthfully. I understand that if the information is found to be untrue or incomplete, my application may be refused.

Your name:

Signature

Date: (dd/mm/yyyy)