
IMMIGRATION Canada

Work Permit

Lima Visa Office Instructions



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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 work permit – Checklist

Complete and place this checklist on top of your application.

Since September 4, 2013, you may need to give your biometrics (fingerprints and photograph) and pay a biometric fee

You must include a certified translation with any document that is not in English, French or Spanish.

Travel plans are done at your own risk until you receive the approval of this application.

Note: the submission of an application with the documents listed below does not guarantee the issuance of a visa.

If your visa is approved, it is recommended to obtain an International medical Insurance covering the entire period of your intended stay in Canada.

IMPORTANT:

- It is responsibility of the applicant to submit all information necessary to fulfill the requirements for this type of visa.
- It is a serious offence to give false or misleading information on these forms. The information and documentation you provide on your application is subject to verification.
- Canadian visas cannot exceed the validity of the passport.
- Failure to submit all required documentation may result in the refusal of your application or processing delays.

In addition to a work permit, are you submitting applications for the following family members?

		Number required:
Spouse or common law partner	Open work permit - complete an application for a work permit	Number required: <input type="text"/>
	Temporary resident visa (if not applying for an open work permit) - no separate application form is required	Number required: <input type="text"/>
Minor Children	Open study permit - for accompanying children aged 6-18 years old - no separate application form is required	Number required: <input type="text"/>
	Temporary resident visa (if a study permit is not required) - complete an application for a temporary resident visa	Number required: <input type="text"/>

Submit the following items:	✓
Two photographs for each applicant. The photos must be signed, dated and taken within the past six months. Write the name and birth date of the individual on the back.	<input type="checkbox"/>
Valid passport or travel document from each person requiring a visa. The passport must be valid for at least six months from the date the application is submitted TO NOTE: The validity of a work permit is issued based on the validity of the passport regardless of the length of your work contract. The validity of a visa cannot go beyond the validity of the passport. Include all cancelled or expired passports , if applicable. If you do not reside in your country of citizenship, provide your work permit or temporary stay permit.	<input type="checkbox"/>
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.	<input type="checkbox"/>
Family Information Form IMM 5707 , fully completed, dated and signed.	<input type="checkbox"/>
Submit a COPY of the following items:	✓
Positive Labour Market Impact Assessment (LMIA) issued by Employment and Service Development Canada. Most temporary foreign workers require a LMIA in order to apply for a work permit. Your employer in Canada will obtain this for you.	<input type="checkbox"/>
Certificat d'Acceptation du Québec (CAQ) if you will be working in Quebec.	<input type="checkbox"/>
Job offer from your employer in Canada on official company letterhead which indicates your job title, duties, salary and dates of employment. Submit a copy of your contract if possible.	<input type="checkbox"/>
Evidence that you meet the requirements of the job offer (example: employment references outlining previous jobs and job duties, copies of relevant education certificates, proof of professional qualifications).	<input type="checkbox"/>
Proof of your language ability in English or French. English: IELTS Test - International English Language Testing System - General Training or TOEFL Test - Test of English as a Foreign Language; French: TEF Test - <i>Test d'évaluation du français</i>	<input type="checkbox"/>
Birth certificates for minor children if applicable.	<input type="checkbox"/>
Marriage certificate or Statutory Declaration of Common-law Union IMM 5409 as applicable.	<input type="checkbox"/>

Evidence of financial ability to support accompanying family members, if applicable.	<input type="checkbox"/>
Police clearance certificate issued during the past twelve months for the applicant and any accompanying family member above 18 years of age. Certificates are also required for each of the countries in which they stayed more than six months since they turned 18.	<input type="checkbox"/>
Completed military table. If you are or have been part of the military or police forces, complete the military table which may be requested in advance to lima.immigration@international.gc.ca or at the VAC office.	<input type="checkbox"/>
Up-front Medical report – you must undergo a <u>medical examination</u> by contacting a <u>panel physician</u> if you will stay in Canada for more than six months, if you have been out of Canada for more than six months or if you will participate in any medical-related activity.	<input type="checkbox"/>

Applicants applying in the categories below should also submit the following documents:

Nurses, doctors and other medical professionals:	✓
Letter confirming eligibility for interim licensing or registration with the regulatory body in the province to which you are destined in Canada (for example: the College of Registered Nurses or the College of Physicians and Surgeons.) Clinical fellows destined to British Columbia, Ontario or Alberta do not require a letter from the regulatory body.	<input type="checkbox"/>
Intra-company transferees:	✓
Letter from employer explaining why your transfer is necessary and how you meet the requirements.	<input type="checkbox"/>
Evidence of relationship between current employer and employer in Canada.	<input type="checkbox"/>
Live-in caregivers:	✓
Evidence of completion of high school	<input type="checkbox"/>
Evidence that you meet the training or experience requirements of the program (e.g. education certificates and reference letters outlining your duties and dates of employment).	<input type="checkbox"/>
Truck drivers:	✓
Evidence of completion of high school .	<input type="checkbox"/>
Copy of driving license (and counterpart document D7 40, if applicable).	<input type="checkbox"/>
Low skilled workers questionnaire - fully completed.	<input type="checkbox"/>

Provincial nominees:	✓
Provincial nominee certificate.	<input type="checkbox"/>
Post-doctoral fellows:	✓
Evidence of PhD completion (PhD certificate or letter from your university).	<input type="checkbox"/>
Visiting researchers:	✓
Research proposal outlining the following: <ul style="list-style-type: none"> • research you will undertake in Canada, • goals of research in relation to your academic pursuits in your own country, • how you were chosen and • amount and source of any funding you will receive. 	<input type="checkbox"/>
Media crew:	✓
Full details of filming including purpose, location, dates, type of production, distribution audience.	<input type="checkbox"/>
Telefilm Canada Co-op Agreement , if applicable.	<input type="checkbox"/>
Quebec English language assistants:	✓
Déclaration d'affectation from the Ministère de l'Éducation du Québec confirming details of your placement.	<input type="checkbox"/>
Charitable workers:	✓
Charity registration number of the employer in Canada.	<input type="checkbox"/>

Low skilled workers - Additional information

The following information will assist in the evaluation of your application for a work permit. The work permit must be issued by our office before entering Canada. The licensing, under this program may only be done with a "notice to the labor market" prepared by the agents in Canada.

Write in capital letters.

Your full name:

Your citizenship:

Your status in your country of residence if you are not a citizen of this country:

Will your dependants (spouse or partner, children over the age of 18) accompany you to Canada? :

yes no

Where do they currently reside?:

How will you be paying for your flight, education, and to meet your daily needs?

What is your current employment or education level (for students)?

What are your duties?

How long have you worked there?

List and provide the dates of jobs you have held for the past 10 years:

Business name:

From : | To :

Address :

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Business name:

From : | To :

Address :

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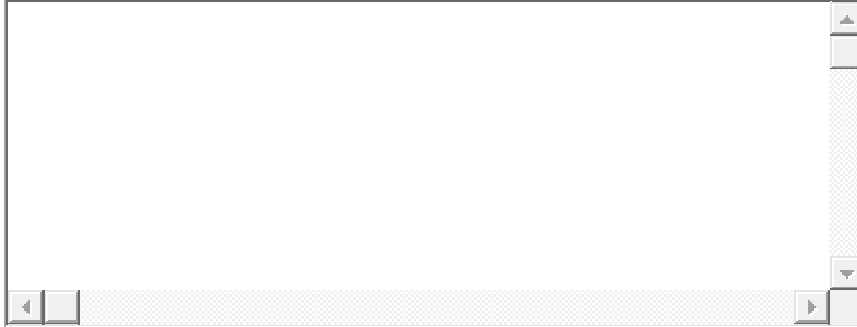
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Under this program, applicants may work in Canada for a period of 24 months*, after which they MUST leave Canada and stay abroad for at least four months. If you want to reapply for a work permit after the expiry of the first, which country will you reside in during these four mandatory months?

What are your long-term plans?



* You made an application for a work permit. It is possible to be "nominated" by a Canadian province and get permission to apply for permanent residence while continuing to work. However, the "designation" of people holding work permits is rare and cannot be guaranteed in advance. Obtaining permanent residence cannot be assured. It is not recommended to take definitive steps (sale of property, etc.) to come to Canada before your permanent residence visa is issued.