
IMMIGRATION Canada

Work Permit

New York Visa Office Instructions



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Document Checklist – Work Permit

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**Cette trousse est également
disponible en français**

Application for a Work Permit – Checklist

Complete and place this checklist on top of your application.

Failure to submit all required documentation may result in the refusal of your application or processing delays.

Unless otherwise indicated, submit only photocopies of the documents requested. We will not return the documents you provide with your application.

You must submit a certified translation with any documents that are not in English or French. Provide both a photocopy of the original document and the translation in English or French.

False statements or submission of fraudulent documents will result in refusal and may lead to legal action against you.

We do not offer pre-assessment or counselling services. Submit your completed application with all your supporting documents and the appropriate fees and an Immigration Officer will assess it.

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

		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 - separate application form is required	Number required: <input type="text"/>
	Temporary resident visa (if a study permit is not required) - a separate application form is required	Number required: <input type="text"/>
Dependent over 18	Study permit for accompanying dependents aged 18-22- complete an application for a study permit which must include a letter of acceptance from a college or university in Canada	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"/>

In addition to the documents listed in the standard document checklist, please provide the following documents, as applicable :	
Family Information Form IMM 5707 , fully completed, dated and signed.	<input type="checkbox"/>
CV (Curriculum Vitae) in English or French	<input type="checkbox"/>
If applicable, you must also submit:	
Schedule 1 - Application for a Temporary Resident Visa Made Outside of Canada [IMM 5257 - Schedule 1] must be completed, dated and signed if you answered "Yes" to any of questions 3 to 7 in the "Background Information" section of the application form.	<input type="checkbox"/>
Copies of Birth Certificates for minor children (if accompanying).	<input type="checkbox"/>
<p>Upfront medicals</p> <p>You may have to get a medical exam because of the type of job you want to do in Canada. Examples of such jobs are:</p> <p>Jobs that bring you into close contact with people, such as:</p> <ul style="list-style-type: none"> ○ workers in the health sciences field ○ clinical laboratory workers ○ patient attendants in nursing and geriatric homes ○ medical students admitted to Canada to attend university ○ medical electives and physicians on short-term locums ○ teachers of primary or secondary schools, or other teachers of small children ○ domestics ○ workers who give in-home care to children, the elderly and the disabled ○ day nursery employees and ○ other similar jobs 	<input type="checkbox"/>
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, if applicable.	<input type="checkbox"/>
Post-Doctoral Fellows	
Evidence of PhD completion (PhD certificate or letter from your university stating that all program requirements have been completed).	<input type="checkbox"/>
Visiting Researchers	
Research proposal outlining research to be undertaken in Canada, goals of research in relation to your academic pursuits in your own country, how you were chosen, 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"/>
Charitable Workers	
Charity registration number of the employer in Canada.	<input type="checkbox"/>