



IMMIGRATION Canada

Application for Permanent Residence Simplified Application Process

Business Class Applicants

- Entrepreneurs
- Self-employed Persons



www.cic.gc.ca

Table of Contents

Overview 2
 Before You Apply 3
 Step 1. Gather Documents16
 Step 2. Complete the Application.....19
 Step 3. Pay the Fees.....29
 Step 4. Mail the Application31
 What Happens Next32
 How to Contact CIC35

Forms

Application for Permanent Residence in Canada (IMM 0008BU)

Use of a Representative (IMM 5476)

Visa Office specific instructions*:

*Visa Office specific instructions contain your local requirements.

Instructions can be found on our website at:

<http://www.cic.gc.ca/english/information/applications/business-mission-simple.asp>

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

This publication is available in alternative formats upon request.

Cette trousse est également disponible en français

Overview

Application package

This application package consists of:

- an instruction guide, and
- the required form(s).

The **instruction guide** is a tool that provides

- the information you must know about this application before sending it to Citizenship and Immigration Canada (CIC), and
- assistance with how to fill out the forms and the required supporting documents.

Read the instruction guide thoroughly and then fill out each of the applicable form(s).

The **form(s)** are specifically designed with questions that will assist in the processing of your application.




Why you need to read this guide?

This guide provides all of the instructions necessary to complete this application. As a result of reading the guide, you should be able to:

- complete the application form, and
- determine what supporting documents need to be included.

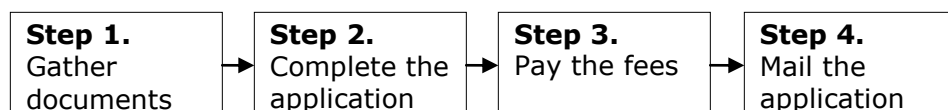
Symbols used in this guide

This guide uses the following symbols to indicate information of particular importance.

This symbol...	Tells you...
	What you must do to have your application processed.
	Important information that you need to be aware of in order to avoid delays or other problems.
	Where to get more information.
Note:	Tips that will assist you with this application.

The application process

The instructions provided in this guide follow the basic steps you will need to know to complete your application.



Before You Apply

Permanent Residence under the Business Immigration Program

The Business Immigration Program

Canada welcomes successful business people who are seeking new opportunities and challenges. The Business Immigration Program is designed to encourage and facilitate the admission of these individuals. Both the federal and provincial/territorial governments welcome business immigrants and offer services to help immigrants start a business and settle in Canada.

There is a waiting list to come to Canada as a business immigrant. This means it may be several years before your application is processed. The simplified application process guarantees your place in the line up. Your application will be processed based on the regulations in effect on the date you submit your application, even if they change after you apply.

When the visa office is ready to assess your application, you will be asked to send the required supporting documentation. The visa office will send you information about the medical examination and the criminal and security checks that you and your dependants have to undergo. You must also include valid language test results if you wish to have your official language proficiency considered in the assessment of your application for permanent residence. For more information, refer to our website.

Who may apply under the Simplified Application Process

You may apply for permanent residence as a business immigrant under the Simplified Application Process if:

- you are either an entrepreneur or a self-employed person as defined in this guide (See the section **Types of Business Immigrants** for details),
- you do not currently have temporary resident status in Canada as a worker or student, and
- you have not been selected by Quebec.

You may still be eligible to apply as a business immigrant under the regular application process if you do not meet the above criteria (for example, if you have temporary resident status in Canada or are applying as an investor). For more information, refer to our [website](#).

Your business experience, your knowledge of French and English and your education are some of the criteria that will help us determine if you qualify as a business immigrant. To learn more about the criteria, and to verify if you meet the requirements, see the [Selection Criteria](#) section.

Types of Business Immigrants

Canada has two classes of business immigrants eligible to apply under the Simplified Application Process:

- entrepreneurs, and
- self-employed persons.

You can apply under only **one** of these classes, and you cannot change the class you are applying under once you have submitted your application.

The features of each class are listed in the table below to help you make that decision.

Definitions



Business experience in respect of an entrepreneur, means the management of a qualifying business and the control of a percentage of equity of a qualifying business for at least two years in the period beginning five years before the date of application.

Full-time job equivalent: 1,950 hours of paid employment.

Percentage of equity:

- In respect of a sole proprietorship, 100% of the equity of a sole proprietorship.
- In respect of a corporation, the percentage of the issued and outstanding voting shares of the capital stock of the corporation controlled by the applicant or their spouse or common-law partner.
- In respect of a partnership or joint venture, the percentage of the profit or loss of a partnership or joint venture to which the applicant or their spouse or common-law partner is entitled.

Qualifying business: A business—other than a business operated primarily for the purpose of deriving investment income such as interest, dividends or capital gains—for which, in each of any two years in the period beginning five years before the date of application and ending on the date of the interview decision, there is proof of any two of the following:

1. That the percentage of equity multiplied by the number of full-time job equivalents is equal to or greater than two full-time job equivalents per year,
2. That the percentage of equity multiplied by the total annual sales is equal to or greater than \$500,000,
3. That the percentage of equity multiplied by the net income in the year is equal to or greater than \$50,000, **and**
4. That the percentage of equity multiplied by the net assets at the end of the year is equal to or greater than \$125,000.

Qualifying Canadian business: A business operated in Canada by an entrepreneur—other than a business operated primarily for the purpose of deriving investment income such as interest, dividends or capital gains—for which there is, in any year within the period of three years after the day the entrepreneur becomes a permanent resident, proof of any two of

the following:

1. That the percentage of equity multiplied by the number of full-time job equivalents is equal to or greater than two full-time job equivalents per year,
2. That the percentage of equity multiplied by the total annual sales is equal to or greater than \$250,000,
3. That the percentage of equity multiplied by the net income in the year is equal to or greater than \$25,000, **and**
4. That the percentage of equity multiplied by the net assets at the end of the year is equal to or greater than \$125,000.

Class type	Description	Features
<p>Entrepreneurs</p>	<p>Entrepreneurs must have business experience. They must have managed a qualifying business and controlled a percentage of equity of a qualifying business for at least two years in the period beginning five years before the date of application.</p> <p>The entrepreneur class applicant must have a net worth of at least \$300,000. Additionally, they must have the intention and the ability to:</p> <ul style="list-style-type: none"> • Control a percentage of equity of a qualifying Canadian business equal to or greater than $33\frac{1}{3}\%$, • Provide active and ongoing management of the qualifying Canadian business, and • Create at least one incremental full-time job equivalent for one or more Canadian citizens or permanent residents other than the entrepreneur applicant and their family members. 	<ul style="list-style-type: none"> • A minimum net worth requirement of \$300,000, • A requirement that within three years of becoming a permanent resident, the entrepreneur must have controlled and have actively managed a qualifying Canadian business for a period of at least one year, and that the business must have created employment opportunities for others, and • All family members are admitted under the same conditions as the principal applicant, the conditions are removed once the entrepreneur satisfies the conditions. <p>Under the <i>Canada-</i></p>

	<p>Note: Entrepreneurs are required to sign a declaration stating they intend and will be able to meet the conditions of permanent residence.</p>	<p>Quebec Accord, the province of Quebec operates its own immigrant entrepreneur program, and Quebec-selected entrepreneurs are subject to Quebec's own conditions rather than federal conditions. All entrepreneurs in the Quebec program must intend to live in Quebec and must be selected by Quebec. In common with the federal program, entrepreneurs in the Quebec program must have a net worth of \$300,000.</p>
<p>Self-employed persons</p>	<p>Self-employed immigrants must have relevant experience within the five-year period immediately preceding the date of application.</p> <p>Relevant experience in respect of a self-employed person, means</p> <ul style="list-style-type: none"> • For at least two years in the period beginning five years before the date of application: <ul style="list-style-type: none"> ▪ Self-employment in cultural activities or athletics, or ▪ Participation, at the world-class level, in cultural activities or athletics; or ▪ Farm management experience. 	<ul style="list-style-type: none"> • No immigration conditions are imposed on this class. • Self-employed immigrants must have the experience, intention and ability to: <ul style="list-style-type: none"> ▪ establish a business that will, at a minimum, create an employment opportunity for themselves and that will make a significant contribution to cultural activities or athletics in Canada; or ▪ purchase and

		manage a farm in Canada.
--	--	--------------------------

Staying informed

Selection criteria, requirements and other information for applicants can sometimes change. Please note that:

- Applications will be processed according to the rules and regulations in effect at the time of the application. These may change at any time.
- Our [website](#) contains the latest news, selection criteria updates and applications links. Check periodically for updated information.

Selection Criteria

You must first meet the definition of the one **class** you are applying under (**entrepreneur or self-employed person**) to be eligible for assessment against the selection criteria.

If you successfully meet the definition of the class you are applying under, you are then assessed against five selection factors:

- age,
- education,
- official languages,
- experience, **and**
- adaptability.

For each selection factor, a specific number of selection points are allotted.

The following tables will help you estimate how many points you would earn for each factor. If you have a score **lower than** a total of **35 points**, your application may be refused.

Note: The pass mark for all classes of business immigrants is **35**.



It is important that you make a careful assessment before you apply because you must pay certain fees, one of which is non-refundable (the processing fee) even if your application is refused.

What are the selection factors?

Your application to come to Canada as a business immigrant will be assessed against a point system consisting of five selection factors. The five selection factors are:

Factor 1	Business experience	Maximum 35 points
Factor 2	Age	Maximum 10 points
Factor 3	Education	Maximum 25 points
Factor 4	Ability in English and/or French	Maximum 24 points

Factor 5	Adaptability	Maximum 6 points
Total		Maximum 100 points
Pass Mark		35 points

If your score is the same or higher than the pass mark, then you may qualify to immigrate to Canada as a business class applicant. Review the information about immigrating to Canada as a business class applicant and decide if you want to apply.

Below is a detailed description of all factors that are to be assessed.

Factor 1: Business experience (maximum of 35 points)

Business experience must have been obtained within the period beginning five years before the date of application.

Two years business experience	20
Three years business experience	25
Four years business experience	30
Five years business experience	35

Score	
--------------	--

Factor 2: Age (maximum of 10 points)

Points are given for your age at the time your application is received.

Age	16 or under	17	18	19	20	21-49	50	51	52	53	54+
Points	0	2	4	6	8	10	8	6	4	2	0

Score	
--------------	--

Factor 3: Education (maximum of 25 points)

Points are awarded for earned **educational credentials** as well as the number of years of **full-time studies** or **full-time equivalent studies**. To be awarded points, you must meet **both** stated criteria.

Educational credential: Any diploma, degree, trade or apprenticeship credential issued for the completion of a program of study or training at a recognized educational or training institution.

Full-time studies: At least 15 hours of instruction per week during the academic year. This includes any period of workplace training that forms part of the course.

Full-time equivalent studies: If you completed a program of study on a part-time or accelerated basis, count the length of time it would have

taken to complete the program on a full-time basis.

Use the chart below to determine your points. If you have not completed the number of years of study that correspond to your highest educational credential, award yourself points based on the number of years of study.

Example 1: If you have a Master’s degree but have completed only 16 years of full-time study, award yourself 22 points.

Example 2: If you have a four-year Bachelor's degree and have completed 14 or more years of study, award yourself 20 points.

You have obtained a Master’s or PhD AND completed at least 17 years of full-time or full-time equivalent study.	25
You have obtained two or more university educational credentials at the Bachelor's level AND completed at least 15 years of full-time or full-time equivalent study.	22
You have obtained a three-year post-secondary educational credential AND completed at least 15 years of full-time or full-time equivalent study.	22
You have obtained a two year university educational credential at the Bachelor's level AND completed at least 14 years of full-time or full-time equivalent study.	20
You have obtained a two-year post-secondary educational credential AND completed at least 14 years of full-time or full-time equivalent study.	20
You have obtained a one-year university educational credential at the Bachelor's level AND completed at least 13 years of full-time or full-time equivalent study.	15
You have obtained a one-year post-secondary educational credential AND completed at least 13 years of full-time or full-time equivalent study .	15
You have obtained a one-year post-secondary educational credential AND completed at least 12 years of full-time or full-time equivalent study.	12
You have completed secondary school (also called high school).	5
You have not completed secondary school (also called high school).	0

Score	
--------------	--

**Factor 4:
Ability in
English
and/or
French**

The ability to communicate and work in one or both of Canada’s official languages is very important to you as a business immigrant. Proficiency in English, French or both will help you in the Canadian labour market.

You will be awarded up to 24 points for your basic, moderate or high proficiency in English and French. You will be given points based on your ability to:

- listen,
- speak,
- read, and
- write.

Proof of Language Proficiency

If you wish to be awarded points for your proficiency in English and/or French, you must submit language test results from a designated testing agency when requested by the visa office.

To be eligible for points for language ability, you **must** include the results of one of the following language tests from a testing agency designated by CIC:

English

- IELTS: International English Language Testing System (**General Training test only**)
- CELPIP: Canadian English Language Proficiency Index Program (**General test only**)

French

- TEF: Test d'évaluation de français


If you do not submit the results of your official language proficiency test when the visa office requests your supporting documentation, you will not be awarded points for your ability in English and/or French.

Official Language Testing

Take a language proficiency test from a designated testing agency

You must prove the level of language proficiency you claim on your application in order to be awarded points for your language ability.

To do this, you must take a language proficiency test from an agency designated by CIC and submit your official test results to the visa office when requested.

Steps	Action
1	Make arrangements to take a language proficiency test with a designated testing agency and pay the test costs. A list of designated testing agencies can be found at: www.cic.gc.ca/english/immigrate/skilled/language-testing.asp
2	Submit the assessment results when requested by the visa office.  Do not request that your (IELTS-General Training, CELPIP-General or TEF) language test result be sent directly to the visa office. Submit your original language proficiency test results when requested by the visa office.
3	Consult the " using your test results " section to determine how many points you will be awarded for your language

	proficiency.
--	--------------

Note: Test results from a designated testing agency will be used as conclusive evidence of your language proficiency. Other evidence in writing will not be accepted as evidence of language proficiency. If you wish to be awarded points for your proficiency in both official languages, include the results of your official English language proficiency test (IELTS – General Training or CELPIP – General) **and** your official French language proficiency test (TEF) when the visa office requests your supporting documentation.

Using your test results

Use your language test results from a designated testing agency to determine how many points you will be awarded for language proficiency.

International English Language Testing System (IELTS)

Use the following table to determine how many points you will be awarded for your test scores with the **International English Language Testing System (IELTS)**:

Level	Points (per ability)	Test results for each ability			
		Speaking	Listening	Reading (General Training)	Writing (General Training)
High	First official language: 4 Second official language: 2	6.5 - 9.0	7.5 - 9.0	6.5 - 9.0	6.5 - 9.0
Moderate	Either official language: 2	5.5 - 6.0	5.5 - 7.0	5.0 - 6.0	5.5 - 6.0
Basic	Either official language: 1 (maximum of 2)	4.0 - 5.0	4.5 - 5.0	3.5 - 4.5	4.0 - 5.0
No	0	Less than 4.0	Less than 4.5	Less than 3.5	Less than 4.0

Canadian English Language Proficiency Index Program (CELPIP)

Use the following table to determine how many points you will be awarded for your test scores with the **Canadian English Language Proficiency Index Program (CELPIP)**:

Level	Points (per ability)	Test results for each ability			
		Speaking	Listening	Reading	Writing
High	First official language: 4	4H	4H	4H	4H
		5	5	5	5
		6	6	6	6

	Second official language: 2				
Moderate	Either official language: 2	3H 4L	3H 4L	3H 4L	3H 4L
Basic	Either official language: 1 (maximum of 2)	2H 3L	2H 3L	2H 3L	2H 3L
No	0	0 1 2L	0 1 2L	0 1 2L	0 1 2L

Test d'évaluation de français (TEF)

Use the following table to determine how many points you will be awarded for your test scores with the **Test d'évaluation de français (TEF)**:

Level	Points (per ability)	Test results for each ability			
		Speaking (expression orale)	Listening (compréhension orale)	Reading (compréhension écrite)	Writing (expression écrite)
High	First official language: 4 Second official language: 2	Level 5 Level 6 (349-450 pts)	Level 5 Level 6 (280-360 pts)	Level 5 Level 6 (233-300 pts)	Level 5 Level 6 (349-450 pts)
Mode rate	Either official language: 2	Level 4 (271-348 pts)	Level 4 (217-279 pts)	Level 4 (181-232 pts)	Level 4 (271-348 pts)
Basic	Either official language: 1 (maximum of 2)	Level 3 (181-270 pts)	Level 3 (145-216 pts)	Level 3 (121-180 pts)	Level 3 (181-270 pts)
No	0	Level 0 Level 1 Level 2 (0-180 pts)	Level 0 Level 1 Level 2 (0-144 pts)	Level 0 Level 1 Level 2 (0-120 pts)	Level 0 Level 1 Level 2 (0-180 pts)

Add your points: Total of speaking + listening + reading + writing = _____
(both languages)

Score	
--------------	--

**Factor 5:
Adaptability
(maximum of
6 points)**

Entrepreneurs

A maximum of 6 points for adaptability can be earned by demonstrating one of the following elements:

Adaptability criteria	Points
You have made a business exploration trip to Canada in the period beginning five years before the date of your application.	6
You have participated in joint federal-provincial business immigration initiatives.	6

Score	
--------------	--

For the purpose of awarding points:

- a trip to Canada becomes a business exploration trip to Canada only when a province/territory has deemed it to be so, **and**
- each province/territory establishes individually, what constitutes participation in a joint federal-provincial business immigration initiative.

Note: If you wish to be assessed for adaptability points, it is necessary that your province/territory of destination provide you with documentation indicating that it is satisfied that you have met one or both of the above elements.



You must submit this documentation to the visa office.

Self-employed persons

A maximum of 6 points for adaptability can be earned by any combination of the following elements:

Adaptability criteria	Points
<p>A. Spouse or common-law partner's level of education</p> <ul style="list-style-type: none"> • Secondary school (high school) diploma or less: 0 points • A one-year diploma, trade certificate, apprenticeship, or university degree and at least 12 years of full-time or full-time equivalent studies: 3 points • A diploma, trade certificate, apprenticeship, or university degree of two years or more and at least 14 years of full-time or full-time equivalent studies: 4 points • A Master's degree or PhD and at least 17 years of full-time or full-time equivalent studies: 5 points 	3 - 5
<p>B. Previous study in Canada:</p> <ul style="list-style-type: none"> • You or your accompanying spouse or common-law partner have completed a program of study of at least two years' 	5

duration on a full-time basis at a post-secondary institution in Canada. This must have been done after the age of 17 and with a valid study permit.	
C. Previous work in Canada: <ul style="list-style-type: none"> You or your accompanying spouse or common-law partner completed a minimum of one year of full-time work in Canada on a valid work permit. 	5
D. Relatives in Canada: <ul style="list-style-type: none"> You or your accompanying spouse or common-law partner has a relative, i.e. parent, grandparent, child, grandchild, child of a parent, (sibling), child of a grandparent, (aunt or uncle), or grandchild of a parent, (niece or nephew), who lives in Canada and is a Canadian citizen or permanent resident. 	5

Score	
--------------	--

Your score for all factors combined

Use the table below to calculate your total score. The pass mark is **35**. The **maximum** possible **score** for each class is **100**. The pass mark is variable and is determined, on an ongoing basis, by the Minister of Citizenship, Immigration and Multiculturalism.

	Factor	Maximum points	Your score
1	Business experience / Relevant experience	35	
2	Age	10	
3	Education	25	
4	Language proficiency	24	
5	Adaptability	6	
	Total	100	

The officer reviewing your application will first determine whether or not you meet the definition of the class you are applying under (entrepreneur or self-employed person).

If...	Then...
you meet the definition	the officer will then assess your score against the selection criteria
there is a difference between the points you give yourself and the points the officer awards you	the officer's assessment will prevail

**Funds
required to
settle in
Canada**

The Government of Canada does not provide financial support to business immigrants.

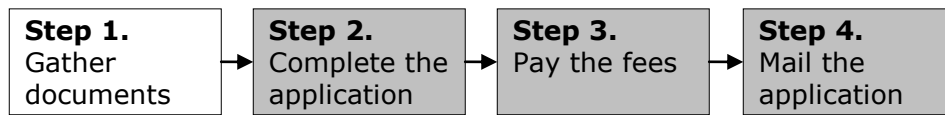
All business class applicants must establish that they have enough money to support themselves and their family members for at least one year after they arrive in Canada. This is normally satisfied by the net worth requirement.

Note: You should research the cost of living in the region of Canada where you intend to live and have access to enough ready capital for your initial establishment.

You should be aware that Canadian legislation requires persons entering Canada to declare cash funds of \$10,000 CDN or more. You will have to disclose these funds to a Canadian official upon arrival. Cash funds means:

- money (coins or bank notes),
 - securities in bearer form (stocks, bonds, debentures, treasury bills, etc.) **and**
 - negotiable instruments in bearer form (bank drafts, travellers' cheques, money orders, etc.).
-

Step 1. Gather Documents



What documents are required?

You, as the principal applicant, must complete and sign the following forms:

- [Application for Permanent Residence](#) (IMM 0008BU)
- [Use of a Representative](#) (IMM 5476), if applicable

This section does not contain instructions for all boxes on the forms.

Most questions are clear, instructions are provided only when necessary.

- Photocopy the blank forms so that you and your family members each have two copies: a working copy and a final copy. Keep the working copy for your records.
- **Print clearly** with a black or blue pen.
- Answer in English or French, unless you are instructed otherwise.

Use additional sheets of paper if there is not enough space on the form. Indicate your name, the form's title and the number or letter of the question you are answering.

Medical requirements



The following advice is provided to help you prepare documents which will be required later in the application process by the visa office.

All applicants must undergo a medical examination.

You and your family members, whether they will be accompanying you or not, must undergo and pass a medical examination. To pass the medical examination you or your family members must not have a condition that:

- is a danger to public health or safety, or
- would cause excessive demand on health or social services in Canada.

Examples of "excessive demand" include ongoing hospitalization or institutional care for a physical or mental illness.

Instructions

Information on medical instructions **will be provided to you** only after you have been assessed under the applicable class definition and selection criteria. When you receive your assessment notice you will also receive medical forms for yourself (and any accompanying dependants if applicable), instructions and how to access a list of doctors in your area who are authorized to conduct immigration medical examinations (see below). You are not required to have a

medical examination before you submit your application forms.

Exam validity

The medical examination results are valid **for 12 months from the date** of the medical examination. If the processing of your application for permanent residence is not completed during this time, you will have to undergo another complete medical examination.

Authorized doctors

Your own doctor cannot do the medical examination. You must be examined by a physician on Canada's list of **Designated Medical Practitioners** which can be found at:

<http://www.cic.gc.ca/dmp-md/medical.aspx>

Note: The physician is only responsible for conducting a medical examination; he or she cannot give you any advice on the immigration process.

Police certificates

All applicants must submit police certificates/clearances as part of the application process.

You and all of your family members who are 18 years of age and older and who are not permanent residents or Canadian citizens will have to provide:

- a valid police certificate, or
- a police clearance, or
- a record of no information.

These documents are to be provided for each country **other than Canada**, in which you have lived for six consecutive months or longer since reaching the age of 18.

Note: If you or your family members were under 18 years of age (16 years of age in certain jurisdictions) for the entire time you lived in a particular country, you do not need to provide a police certificate for that country.

Applicants requiring multiple police certificates should initiate the process of obtaining them prior to the submission of their application to the Canadian visa office.

The certificate must have been issued no more than three months prior to submitting your application. If the original certificate is not in English or French, submit both the certificate and the original copy of a translation prepared by an accredited translator.

Unless otherwise specified on our website, it is **your** responsibility to contact the police or relevant authorities. When doing so, you may have to:

- pay a fee for the service, and
- provide information or documentation such as:
 - photographs,
 - fingerprints,
 - your addresses and periods of residence in the country or territory.

CIC will also do background checks to determine if there are grounds upon which you and your family members may be inadmissible to Canada.

Please consult our [website](#) for specific and up-to-date information on how to obtain police certificates from any country.

Translation of documents

Any document that is not in English or French **must be accompanied** by:

- the English or French translation; **and**
- an affidavit from the person who completed the translation; **and**
- a **certified** copy of the document.

Note: An affidavit is a document on which the translator has sworn, in the presence of a commissioner authorized to administer oaths in the country in which the translator is living, that the contents of their translation are a true translation and representation of the contents of the original document.



Translations by family members are not acceptable.

Certified copies or notarized documents

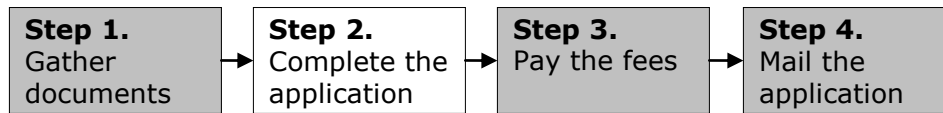
To have a photocopy of a document certified, an authorized person must compare the original document to the photocopy and must print the following on the photocopy:

- "I certify that this is a true copy of the original document"
 - the name of the original document
 - the date of the certification
 - his or her name
 - his or her official position or title
 - his or her signature
-

Who can certify copies?

People authorized to certify copies include the following:	
In Canada: <ul style="list-style-type: none">• a commissioner of oaths• a notary public• a justice of the peace	Outside Canada: <ul style="list-style-type: none">• a judge• a magistrate• a notary public• an officer of a court of justice• a commissioner authorized to administer oaths in the country in which the person is living

Step 2. Complete the Application



Filling out the application Follow the step-by-step instructions below to complete the application forms.

The following forms must be filled out and submitted by all applicants:

- *Application for Permanent Residence in Canada* (IMM 0008BU)
- *Use of a Representative* (IMM 5476), if applicable.



It is a serious offence to give false or misleading information on these forms. The information you provide on your application may be subject to verification.

Be complete and accurate



Complete all sections. If any section is not applicable to you, write "N/A" ("Not applicable"). If your application is incomplete it will be returned to you, and processing will not begin. **Do not leave any blanks.**

Note: If you need more space for any section, use an extra sheet of paper on which you have indicated the number and/or letter of the section you are completing, and submit it along with your application.

Application for Permanent Residence in Canada (IMM 0008BU)

Who needs to fill out this application form?

This form must be completed by:

- You, the principal applicant.

Note: Page three of the form asks for details of family members. There is space for three family members on the form. If you have more than three family members, photocopy this page before you start filling in the application so that you have enough space to include everyone.

Family members

Family members include a spouse or a common-law partner, dependent children, and dependent children of a dependent child :


Term	Definition
Spouse	Refers to either of the two persons (opposite or same sex) in a legally-recognized marriage.
Common-law partner	<p>Refers to a person who is living in a conjugal relationship with another person (opposite or same sex), and has done so continuously for a period of at least one year. A conjugal relationship exists when there is a significant degree of commitment between two people. Common-law partners must attach any documents that show they are in a committed and genuine relationship, for example, evidence that they share the same home, that they support each other financially and emotionally, that they have had children together, or that they present themselves in public as a couple.</p> <p>Common-law partners who are unable to live together or appear in public together because of legal restrictions in their home country may still qualify and should be included on the application.</p> <p>Common-law partners that meet the conditions outlined above but who have been separated for reasons beyond their control (for example, civil war or armed conflict) may qualify and should be included on the application.</p>
Dependent children	<p>Refers to the children of the principal applicant or of the principal applicant's spouse or common-law partner.</p> <p>They must:</p> <ul style="list-style-type: none"> • be under the age of 22 and not have a spouse or common-law partner; or, • depend substantially on the financial support of a parent and have been continuously enrolled and in attendance as full-time students in a post-secondary institution accredited by the relevant government authority since before the age of 22 (or since marrying or entering into a common-law relationship, if this

	<p>happened before the age of 22); or,</p> <ul style="list-style-type: none"> depend substantially on the financial support of a parent since before the age of 22 and be unable to provide for themselves due to a medical condition.
Dependent child of a dependent child	<ul style="list-style-type: none"> Refers to children of dependent children of the principal applicant or those of his or her spouse or common-law partner.

General Application Information	
Category under which you are applying	
Check the an Entrepreneur or a Self-Employed person" box	
Number of family members	
Write the total number of family members included in your application. This includes yourself and any family members regardless of whether they intend to accompany you to Canada or not.	
Preferred Language	
Correspondence: Check the box to indicate in which official language, English or French, you prefer to receive correspondence.	
Interview: Indicate which language you would prefer to use if you are invited for an interview.	
Personal details	
Question	Action
1	<p>The following questions must be answered by the Principal Applicant.</p> <p>Write your full last name (surname/family name) as it appears on your passport or on the official documents that you will use to obtain your passport.</p> <p>Write all of your given names (first, second or more) as they appear on your passport or official documents. Do not use initials.</p>
2	Check the box to indicate if you are a male or a female.
3	Write your complete date of birth.
4	Write your place of birth, including the town or city, and country.
5	Write your country of citizenship. If you are a citizen of more than one country, give details on a separate sheet of paper.
6	Write your country of residence.
7	Write what is your first (native) language. This is the language that you learned at home during your childhood and which you still understand.
8	Write your height in either centimetres or feet and inches.
9	Write the colour of your eyes.
10	Check the appropriate box to indicate your marital status. If you are married or in a common-law relationship, indicate the date on which you were married or the date on which you began your common-law relationship.
11	Check the box if you were married or in a common-law relationship in the past. If you check " No ", go to the next question. If you check " Yes ", write:

	<ul style="list-style-type: none"> • the name of your former spouse or common-law partner, • his or her date of birth, • the type of relationship (check one box), and • the period of that relationship.
12	<p>Write your residential address, complete with the city and country.</p> <p>Write your address in English and, if applicable, also in the native script of your country of residence. Attach another page if necessary.</p>
13	<p>If your mailing address is different than your residential address, write it here, complete with the postal code. If your residential address is the same as your mailing address, write "N/A".</p> <p>This is the address to which correspondence regarding your application will be mailed.</p>
14	<p>Write your email address, if applicable.</p> <p>Note: By indicating your e-mail address, you authorize Citizenship and Immigration Canada to transmit your file and personal information to that specific e-mail address.</p>
15	<p>Write your telephone numbers, including your:</p> <ul style="list-style-type: none"> • home number; and • any other phone number where you can regularly be contacted.
16	<p>Write your passport details, including your:</p> <ul style="list-style-type: none"> • passport number, • country which issued the passport, and • expiry date of the passport. <p>Note: For the principal applicant only: if you have a valid passport or travel document, include a photocopy of the bio-data page (the page which contains your name, date and place of birth, passport number, and photo) in your submission to Visa Office. Do not send your passport.</p>
17	<p>Write your identity card number, if applicable.</p> <p>Identity (identification) cards are issued by national, provincial, municipal or other governments, or by a recognized international agency such as the Red Cross, as a means of identification. If you have such a card, print the number in the space provided. Photocopy both sides of the card and attach the photocopy to your application. If you do not have an identity card, write "N/A".</p>
18	<p>Write the name of the city or town and the province or territory where you intend to live in Canada.</p>
19	<p>Indicate your current occupation.</p>
20	<p>Write if you or your accompanying spouse or common-law partner, have a relative in Canada who is a:</p> <ul style="list-style-type: none"> • Canadian Citizen, or • Permanent Resident. <p>Note: Answer No or Yes, if Yes identify the appropriate relationship.</p>
21	<p>Education</p> <ul style="list-style-type: none"> • Write the number of years of formal education that you have completed; • Check the box to indicate your highest level of completed education.

	<p>If you have not completed secondary school, check the “No secondary” box.</p> <table border="1" data-bbox="358 235 1422 989"> <thead> <tr> <th data-bbox="358 235 732 268">Type of education</th> <th data-bbox="732 235 1422 268">This level of education is...</th> </tr> </thead> <tbody> <tr> <td data-bbox="358 268 732 369">Secondary education</td> <td data-bbox="732 268 1422 369">after elementary school and before college, university, or other formal training: also called high school.</td> </tr> <tr> <td data-bbox="358 369 732 436">Trade/Apprenticeship</td> <td data-bbox="732 369 1422 436">training in an occupation, such as carpentry or auto mechanics.</td> </tr> <tr> <td data-bbox="358 436 732 564">Non-university certificate/diploma</td> <td data-bbox="732 436 1422 564">training in a profession that requires formal education but not at the university level (for example, dental technician or engineering technician).</td> </tr> <tr> <td data-bbox="358 564 732 726">Bachelor’s degree</td> <td data-bbox="732 564 1422 726">an academic degree awarded by a college or university to those who complete the undergraduate curriculum; also called a baccalaureate. Examples include a Bachelor of Arts, Science or Education.</td> </tr> <tr> <td data-bbox="358 726 732 856">Master’s degree</td> <td data-bbox="732 726 1422 856">an academic degree awarded by the graduate school of a college or university. You must have completed a Bachelor’s degree before a Master’s degree can be earned.</td> </tr> <tr> <td data-bbox="358 856 732 989">PhD</td> <td data-bbox="732 856 1422 989">the highest university degree, usually based on at least three years graduate study and a dissertation. Normally, you must have completed a Master’s degree before a PhD can be earned.</td> </tr> </tbody> </table>	Type of education	This level of education is...	Secondary education	after elementary school and before college, university, or other formal training: also called high school.	Trade/Apprenticeship	training in an occupation, such as carpentry or auto mechanics.	Non-university certificate/diploma	training in a profession that requires formal education but not at the university level (for example, dental technician or engineering technician).	Bachelor’s degree	an academic degree awarded by a college or university to those who complete the undergraduate curriculum; also called a baccalaureate. Examples include a Bachelor of Arts, Science or Education.	Master’s degree	an academic degree awarded by the graduate school of a college or university. You must have completed a Bachelor’s degree before a Master’s degree can be earned.	PhD	the highest university degree, usually based on at least three years graduate study and a dissertation. Normally, you must have completed a Master’s degree before a PhD can be earned.
Type of education	This level of education is...														
Secondary education	after elementary school and before college, university, or other formal training: also called high school.														
Trade/Apprenticeship	training in an occupation, such as carpentry or auto mechanics.														
Non-university certificate/diploma	training in a profession that requires formal education but not at the university level (for example, dental technician or engineering technician).														
Bachelor’s degree	an academic degree awarded by a college or university to those who complete the undergraduate curriculum; also called a baccalaureate. Examples include a Bachelor of Arts, Science or Education.														
Master’s degree	an academic degree awarded by the graduate school of a college or university. You must have completed a Bachelor’s degree before a Master’s degree can be earned.														
PhD	the highest university degree, usually based on at least three years graduate study and a dissertation. Normally, you must have completed a Master’s degree before a PhD can be earned.														
<p>22</p>	<p>Language Indicate your first and second official languages.</p> <p>Indicate your proficiency in both languages:</p> <ul style="list-style-type: none"> • Speak, • Read, • Write, • Listen. <p>Note: Indicate proficiency from High to None.</p>														
<p>23</p>	<p>For Self-Employed persons only:</p> <p>Indicate if you, your accompanying spouse or common-law partner have ever worked full-time in Canada for at least one year.</p> <p>If you check “No”, go to the next question. If you check “Yes”, indicate: you, your spouse or common-law partner.</p>														
<p>24</p>	<p>For Self-Employed persons only:</p> <p>Indicate if you, your accompanying spouse or common-law partner have ever studied full time for at least two years at a post-secondary institution in Canada.</p> <p>If you check “No”, go to the next question. If you check “Yes”, indicate: you, your spouse or common-law partner.</p>														

25	<p>For Entrepreneurs only:</p> <p>Indicate if you have made a business exploration to Canada in the five years preceding the date of your application:</p> <p>If you check "No", go to the next question. If you check "Yes", write: details about your exploration.</p>
26	<p>For Entrepreneurs only:</p> <p>Indicate if you have participated in a business immigration initiatives administered jointly by the federal and provincial governments of Canada.</p> <p>If you check "No", go to the next question. If you check "Yes", write details about the immigration initiative.</p>
27	Indicate your net worth , in Canadian dollars.
28	Indicate your spouse or common-law partner's net worth , in Canadian dollars (if applicable).
29	Details of family members
<p>Provide personal details about your family members, whether they intend to accompany you to Canada or not (for more information on family members, including age requirements, refer to Family members).</p> <p>You must also provide details on family members whose location is unknown (including those missing or presumed dead).</p> <p style="text-align: center;">Important</p> <div style="display: flex; align-items: center;">  <p>You must list all family members, whether they wish to be considered in your application for permanent residence at this time or not. You will not be able to sponsor family members at a later date if they are not listed on your application.</p> </div>	
Section	Action
Given names	Write all of your family member's given names (first, second or more) as they appear on his or her passport or official documents. Do not use initials.
Date of birth	If you do not know the exact date of birth, indicate the current age of your family members.
Country of citizenship	If your family member is a citizen of more than one country, give details on a separate page.
Relationship to you	Indicate whether the family member is your spouse, common-law partner, daughter, son, etc.
Will accompany you to Canada	Indicate if your family member intends to come to Canada with you.
Education	Indicate the level of education your family member has successfully completed. Use the categories listed in Question 21.
Height	Indicate height in centimetres or feet and inches.
Colour of eyes	Write colour of eyes.
<p>Note: If you have more than three family members, photocopy this page before you start completing it or print it from our website at www.cic.gc.ca. Make sure you have enough copies to fill in details about your family members.</p>	

30



You declare that the information provided is complete, truthful and correct:

- **Sign and date the declaration.**



Use of a Representative (IMM 5476)

Who may use this form?

Complete this form **only** if you are appointing a representative.

If you have dependent children aged 18 years or older, they are required to complete their own copy of this form if a representative is also conducting business on their behalf.

What is a representative?

A **representative** is someone who has your permission to conduct business on your behalf with Citizenship and Immigration Canada.

You are not obliged to hire a representative. CIC treats everyone equally, whether or not they use the service of a representative.

When you appoint a representative:

- you authorize CIC to share information from your case file with this person,
- you should indicate your representative's address as your mailing address on your application form *Application for Permanent Residence in Canada* (IMM 0008-Generic),
- your application will not be given special attention nor can you expect faster processing or a more favourable outcome,
- the representative is authorized to represent you only on matters related to the application you submit with this form, **and**
- only **one** representative can be appointed for each application you submit.



You must notify us if your representative's contact information changes or if you cancel the appointment of a representative.

Types of representatives

There are two types of representatives:

Unpaid representatives can be:

- friends and family members who do not charge a fee for their advice and services,
- organizations that do not charge a fee for providing immigration advice or assistance (such as a non-governmental or religious organization), **or**
- consultants, lawyers and Quebec notaries who do not, and will not, charge a fee to represent you.

Paid representatives:

If you want us to conduct business with a representative who is, or will be, charging a fee to represent you, the representative must be authorized.

Authorized representatives are:

- immigration consultants who are members in good standing of the Canadian Society of Immigration Consultants (CSIC),

- lawyers who are members in good standing of a Canadian provincial or territorial law society and students-at-law under their supervision,
- notaries who are members in good standing of the *Chambre des notaires du Québec* and students-at-law under their supervision.

If you appoint a paid representative who is not a member of one of these designated bodies, your application will be returned. **For more information** on using a representative, visit our website at:
<http://www.cic.gc.ca/english/information/representative/index.asp>

Question	Action
General Application Information	
	Check one box to indicate if you are appointing or cancelling the appointment of a representative.
Section A- Applicant Information	
1	Write your last name (surname) and given name(s).
2	Write your date of birth.
3	If you have already submitted your application write: <ul style="list-style-type: none"> • the name of office where the application was submitted, • the location of the office where the application was submitted, and • type of application that you submitted.
4	Write your Citizenship and Immigration Canada Identification number (if known).
Section B- Appointment of Representative	
5	Write your representative's full name. If your representative is a member of CSIC, a law society or the <i>Chambre des notaires du Québec</i> , print his or her name as it appears on the organization's membership list.
6	If your representative is unpaid, check the applicable box, or If your representative is paid, check the applicable box and write the applicable membership ID number.
7	Write your representative's contact information.
8	Your representative must sign and date the declaration in order to accept responsibility for conducting business on your behalf.
Section C- Cancel the Appointment of a Representative	
9	Fill in this section if you wish to cancel the appointment of a representative. Write the representative's full name
Section D- Your Declaration	
10	By signing, you authorize CIC to conduct business with your appointed representative on behalf of yourself and your dependent children under 18 years of age. If your spouse or common-law partner wishes to be represented by the same appointed representative, he or she must sign in the box provided.

**Release of
information
to other
individuals**

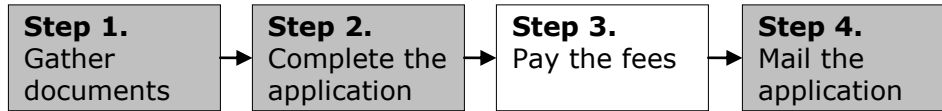
To authorize CIC to release information from your case file to someone other than a representative, you will need to complete the form *Authority to Release Personal Information to a Designated Individual* (IMM 5475) which is available on our website at:

<http://www.cic.gc.ca/english/information/applications/release-info.asp>.

The person you designate will be able to obtain information on your case file, such as the status of your application. However, they will **not** be able to conduct business on your behalf with CIC.



Step 3. Pay the Fees



Calculating your fees

Use the table below to calculate the total amount of fees to be paid. There are two (2) types of fees in Canadian dollars(CDN\$):

1. The **processing fee** which **must** be included with your application

Processing Fee	Number of persons	Amount per person	Amount Due
Principal applicant	1	x \$1050	\$ 1050
Spouse or common-law partner		x \$550	
Each dependent child who is 22 years of age or older or who is married or in a common-law relationship, regardless of age		x \$550	
Each dependent child under 22 years of age and not married or in a common-law relationship		x \$150	
Total Payment:			

AND

2. The **Right of Permanent Residence Fee**, which will be requested by the Visa Office at a **later stage** if your application is approved.

Right of Permanent Residence Fee	Number of persons	Amount per person	Amount Due
Principal applicant	1	x \$490	\$ 490
Spouse or common-law partner		x \$490	
Total Payment:			

Note: Dependent children are **exempt** from paying the Right of Permanent Residence fee.

Incorrect fee payment



Incorrect fee payments may delay your application.

Payment issue	CIC will...
No fee included	<ul style="list-style-type: none">Return your application. <p>Note: The review of your application will only start after you return your application with the correct fees.</p>
Insufficient fees included	<ul style="list-style-type: none">inform you on how much and how to pay <p>Note: Processing of your application will only continue after you provide the correct fees.</p>
Overpayment of more than 5 Canadian dollars	<ul style="list-style-type: none">start processing your application, andsend you a refund as soon as possible. <p>Note: In this case, you do not have to request a refund, it will be issued automatically.</p>

Payment method options



For information on how to pay your fees, such as the acceptable payment method, consult the Web site of the Canadian visa offices to which you will be applying. Follow the links from our [webpage](#) at:

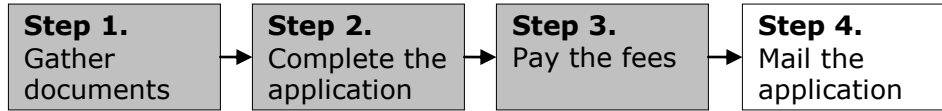
<http://www.cic.gc.ca/english/information/offices/missions.asp>

Additional fees

You must also pay for the following for yourself and your family members (if applicable):

- medical examinations,
- police certificates, **and**
- language assessments.


Step 4. Mail the Application



Mailing instruction

Follow the instructions below to determine where to submit your application.

- Put the completed forms, supporting documents and fee payment in a 23 cm x 30.5 cm (9" x 12") envelope.
- Send your completed application to the Canadian visa office responsible for:
 - the country in which you are residing, provided you have been lawfully admitted to that country for at least one year, or
 - your country of nationality.

(Your Name) (Your Address) (Your Postal Code)	Affix sufficient postage 
Visa Office Address (Refer to the address from your country's visa office website to determine where to mail your application).	

Sign the form



The application must be signed and dated before it is mailed. If your application is not signed and dated, it will be returned to you.

What Happens Next

The application process

Submission

Completion check: Once you have submitted your application, we will check to determine that all required application forms have been properly completed and submitted, the application processing fee has been paid, and that all requested supporting documentation has been provided.

If your application package does not meet these requirements, we will return it to you. No file will be created or record kept until a complete application has been submitted.

Acknowledgment of receipt: If your application is complete, we will begin to process it. You will be sent a letter that:

- notifies you of this fact and provides you with your visa office file number,
- sets out some basic instructions for contact with the visa office,
- gives you a brief outline of future processing steps.

Processing

Review for decision

Your application will undergo a detailed review by a Visa Officer. The Officer will consider all the information and documentation you have provided, and will assess it against current selection standards.

Factors that facilitate processing

There are certain things you can do to help ensure that your application is processed as promptly as possible by the office:

- make sure that all the documentation and information requested is **provided at the time your application is made (submitted to the visa office)**.
- make sure that you notify the visa office promptly of any and all changes to your mailing address, family situation, or any other information that is important to your application, such as additional education or work experience.
- refrain from making unnecessary inquiries to the visa office regarding the status of your case.

Factors that may delay processing

The following factors may delay the processing of your application:

- unclear photocopies of documents,
- documents not accompanied by a certified English or French translation,

- information and documents provided required independent verification,
 - a medical condition that may require additional tests or consultations,
 - a criminal or security problem,
 - family situations such as impending divorce, or custody or maintenance issues, or completion of a legal adoption,
 - consultation is required with other offices in Canada and abroad.
-

Permanent resident status

If your application is successful, you and your family members will receive permanent resident visas. You will become permanent residents of Canada when you move to Canada within the validity of your visa (s). Some conditions will apply:

- You will remain a permanent resident until you become a Canadian citizen, as long as you spend at least two years of each five-year period in Canada.
 - You may leave and re-enter Canada as often as you wish.
-

Rights

As permanent residents, you and your family members will have the right to:

- live, study and work in Canada for as long as you remain permanent residents,
 - access most social benefits accorded to Canadian citizens (see "**Limitations**"),
 - apply for Canadian citizenship, and if granted, apply for a Canadian passport once you have been a legal permanent resident for three of the four previous years.
-

Limitations

There are a few limitations on permanent residents:

- You cannot vote in certain elections.
 - You may be ineligible for certain jobs requiring high-level security clearances.
 - If you or any of your family members commit a serious crime, you or your family members may be stripped of permanent resident status and deported from Canada.
-

Obligations

As permanent residents, you will also have the same legal obligations as Canadians, such as paying taxes and respecting all federal, provincial, and municipal laws.

The Permanent Resident Card

All new permanent residents will be issued a card as part of the process. Cards will be mailed to your home address soon after you become a permanent resident. For more information on the Permanent Resident Card, visit our [website](#).

Checking application status on-line

You can check the status of your application online by doing the following:

1. Log on to our Website at www.cic.gc.ca;
2. Go to *Check My Application Status* in the 'I need to'...section on the right-hand side of the page.
3. Click on *Client Application Status* and follow the instructions provided.

To obtain details on how to remove your application status information from the Internet, visit the "**Frequently Asked Questions**" (FAQ) section.

Protecting your information

Your personal information is

- only available to CIC employees who need to see it in order to provide services to you, **and**
- not disclosed to anyone else without your written consent, unless authorized by law.



You can obtain additional information on the protection of your data by visiting the "**Frequently Asked Questions**" (FAQ) on our website.

Quality Assurance Program

Our quality assurance program randomly selects applications for a special review. If selected you will be asked to attend an interview with a Citizenship and Immigration official so that we can:

- verify the documentation you submitted is accurate,
- verify that your application has been completed properly.

Note: You will be notified in writing should your application be selected.

How to Contact CIC

The table below shows the two ways you can contact CIC.

Website	www.cic.gc.ca
Outside Canada	<p>Contact a Visa Office at a Canadian:</p> <ul style="list-style-type: none">• Embassy,• High Commission, or• Consulate. <p>Consult the local phone directory or the Citizenship and Immigration website for addresses, phone numbers and website links at:</p> <p>http://www.cic.gc.ca/english/information/offices/apply-where.asp</p>



This is not a legal document. For legal information, refer to the *Immigration and Refugee Protection Act (IRPA)* and the Immigration and Refugee Protection Regulations or the *Citizenship Act* and Citizenship Regulations, as applicable.