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# IMMIGRATION Canada

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## Family Class

# Sponsorship of parents, grandparents, adopted children and other relatives

## Visa Office Specific Instructions Islamabad



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**Ce guide est également  
disponible en français**

# Appendix A

## Checklist

Assemble all your documents as listed. Check (☑) each applicable item on the checklist and attach the checklist to your documents (a paper clip will do). Send photocopies of all documents, **unless instructed otherwise**. The *Engagement*, if you intend to live in the province of Québec, and the police certificates, must be **originals**. If your documents are not in English or French, send a notarized (certified) translation with a copy of the originals.

<p><b>1. IMMIGRATION FORMS</b></p> <p>Check that they are complete and, where applicable, signed:</p> <p><b>Application for Permanent Residence.</b> - This form is completed by you, the principal applicant. <input type="checkbox"/></p> <p><b>Schedule 1.</b> - You and each of your family members 18 years of age or older must complete their own copy of the form Schedule 1 - Background/Declaration. <input type="checkbox"/></p> <p><b>Additional Family Information.</b> - You and each of your family members 18 years of age or older must complete their own copy of this form. <input type="checkbox"/></p> <p><b>Use of a Representative.</b> - If you want us to deal with a representative on your behalf, be sure you have completed and signed the <i>Use of a Representative</i> form (IMM 5476). <input type="checkbox"/></p>	
<p><b>2. IDENTITY AND CIVIL STATUS DOCUMENTS</b> <input type="checkbox"/></p> <p>Photocopies of identification cards, “Tazkira” or “Shinakhti Pass”, with certified translation in English or French. Original birth certificates for <b>yourself and your spouse or common-law partner</b>, together with certified translations into English or French. A birth certificate is normally acceptable if the registration of the birth was made shortly after the birth. The birth certificate must bear the name of the person whose birth it records, and must have been issued on the prescribed form by an official responsible for the registration of births in the municipality or district in which the birth took place.</p> <p>Original marriage certificate or “Nikah Nama” issued by an official responsible for the registration of marriages in the district in which the marriage took place and bearing the Nikah registry seal. You must also submit a certified translation in English or French. Wedding photographs. Christians should provide an extract from the marriage registry or the church where the marriage was performed. If you or your spouse or common-law partner have been previously married, you must attach prior marriage certificates, divorce decrees or death certificates. “Statements of divorce” are not acceptable. <b>Also educational documents for applicant and spouse</b> such as all educational documents and school leaving certificates.</p>	
<p><b>3. CHILDREN'S INFORMATION</b> <input type="checkbox"/></p> <p>Original birth certificates for each child included in the application form. <b>Late registration of birth certificates are not acceptable.</b></p> <p>If any of your children are 22 or over and dependent, provide proof of <b>continuous full-time studies</b> and proof of full financial support by parents since reaching age 22. Educational documents must have been issued on the prescribed form by a recognized Board of Education or educational institution and must be originals. Any applicant who is still attending an educational institution may submit a certified extract from the records of his school. Each certificate <b>must</b> bear the general registration number, date of registration, and date of issuance.</p>	

4.	<b>TRAVEL DOCUMENTS AND PASSPORTS</b>	<input type="checkbox"/>
Photocopies of the first four pages of valid passports for each family member. If you or your family members do not have individual, valid passports at the time of completion of your application, you should apply for them immediately and forward the photocopies as soon as possible. If you reside in a country different from your nationality include a copy of your visa for the country where you currently reside. Please note that all prospective immigrants must hold a valid regular passport; diplomatic, official, service or public affairs passports are <b>not</b> valid for immigration to Canada.		
5.	<b>PROOF OF RELATIONSHIP IN CANADA</b>	<input type="checkbox"/>
Proof of relationship to your sponsor in Canada, such as birth certificates and marriage certificates, school documents showing the names of parents, etc. Photocopy of your sponsor's <b>Record of Landing</b> (IMM 1000).		
6.	<b>POLICE CERTIFICATES AND CLEARANCES</b>	<input type="checkbox"/>
Police certificates or clearances from each country (other than Afghanistan) in which you and everyone in your family aged 18 years or over have resided. <b>You must attach the original police document(s)</b> . Please consult our <b>Web site</b> at: <a href="http://www.cic.gc.ca/english/information/security/police-cert/index.asp">www.cic.gc.ca/english/information/security/police-cert/index.asp</a> for specific and up-to-date information on how to obtain police certificates from any country.		
7.	<b>ENGAGEMENT</b>	<input type="checkbox"/>
The <b>original</b> if your intention is to reside in the province of Québec.		
8.	<b>PHOTO REQUIREMENTS</b>	<input type="checkbox"/>
Supply four (4) recent photos for each member of your family and yourself. Follow the instructions in your guide (see <b>Photos</b> in section on completing the Application for Permanent Residence in Canada) and in Appendix B: <b>Photo Specifications</b> .		

## Mailing your application

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Place all your documents in a sealed envelope and mail them to:

**Immigration Section  
Canadian High Commission  
P.O. Box 1042  
Islamabad, Pakistan**

Please note that all documents are subject to verification. Applicants who submit documents which are fraudulent or which have been obtained improperly or illegally will be refused.

## Authorization to Disclose Information

I, \_\_\_\_\_, hereby authorize the Canadian High Commission, Islamabad, to contact all governmental authorities, including all police, judicial, state and educational authorities, in all countries in which I and my family members may have resided, to verify information provided in my application for immigration to Canada. I further authorize the Canadian High Commission, Islamabad, to contact all private businesses, including educational institutions, banks and past and present employers with which I have had dealings, to verify documents and information submitted in support of my application.

I authorize all such governmental and private institutions to release to the Canadian High Commission, Islamabad, all records and information that they may possess on behalf of myself and those family members included in my application.

I understand that the information obtained by the Canadian High Commission will be used to assist in evaluating my suitability for admission to Canada.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

# Appendix B

## Photo Specifications

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### Notes to the applicant

**TAKE THIS WITH YOU TO THE PHOTOGRAPHER**

- Immigration photos are **not** the same as passport photos.
- Make sure that you provide the correct number of photos specified in this guide.

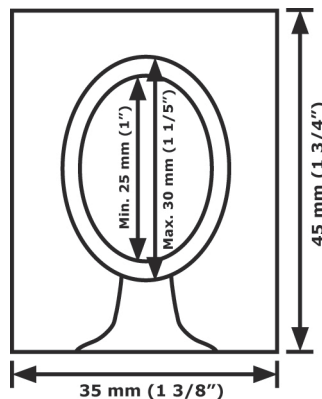
### Notes to the photographer

#### The photos must:

- show a full front view of the person's head and shoulders showing full face centered in the middle of the photograph;
- have a **plain white background**;
- be identical (black and white or colour) produced from the same untouched negative, or exposed simultaneously by a split-image or multi-lens camera.

#### The photos must:

- measure between 25 mm and 30 mm (1" and 1 1/5") from chin to crown;
- have a 35 mm x 45 mm (1 3/8" x 1 3/4") finished size.



# Appendix C

## Medical Instructions

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Everyone included in your application, whether accompanying you to Canada or not, must undergo a medical examination with a physician designated by the Canadian High Commission. Instructions for this examination will be provided **after** your application has been assessed by a Canadian visa officer.

You will be responsible for the costs of the medical examination for all your family members.

At the time of medical examination, you and all family members will be required to present individual passports as evidence of identity. **If each of your family members does not already have an individual passport, you should apply to obtain them now.**