



IMMIGRATION Canada

Family Class

Sponsorship of parents, grandparents, adopted children and other relatives

Visa Office Specific Instructions Kyiv



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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>1. IMMIGRATION FORMS Check that they are complete and, where applicable, signed: Application for Permanent Residence. - This form is completed by you, the principal applicant. <input type="checkbox"/> Schedule 1. - 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"/> Additional Family Information. - You and each of your family members 18 years of age or older must complete their own copy of this form. <input type="checkbox"/> Use of a Representative. - 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"/> Enter all names on the application forms according to the order and spelling entered on your passport(s).</p>
<p>2. IDENTITY AND CIVIL STATUS DOCUMENTS <input type="checkbox"/> Birth, marriage, final divorce, annulment, or separation certificates for you and spouse or common-law partner; death certificate for former spouse, if applicable.</p>
<p>3. CHILDREN'S INFORMATION <input type="checkbox"/> If all your dependents are not going to accompany you to Canada, indicate this on your application. Children's birth certificates (which name their parents); adoption papers for adopted dependent children; proof of custody for children under the age of 18 and proof that the children may be removed from the jurisdiction of the court; if the children will not accompany you to Canada, proof that you have fulfilled any obligation stated in custody agreements. Enclose a notarized statement of no-objection from your ex-spouse. Proof of continuous full-time studies of all dependent children aged 22 or over: complete school records/transcripts since attaining age 22, letters from the school(s) indicating the number of hours of classes attended per day, and the number of days attended per week, and proof of full financial support by parents since reaching age 22.</p>
<p>4. TRAVEL DOCUMENTS AND PASSPORTS <input type="checkbox"/> Passports or travel documents for you, your spouse or common-law partner, and dependent children. Only include copies of pages showing the passport number, date of issue and expiry, your photo, name, date and place of birth. If you reside in a country different from your nationality, include a copy of your visa for the country where you currently reside. All prospective immigrants must hold a valid regular passport; diplomatic, official, service, or public affairs passports are not valid for immigration to Canada.</p>
<p>5. PROOF OF RELATIONSHIP IN CANADA <input type="checkbox"/> Proof of relationship to your sponsor in Canada, such as birth, marriage, or adoption certificates and proof of that person's status in Canada: photocopy of the Record of Landing (IMM 1000) of your sponsor or proof of Canadian citizenship, such as a photocopy of pages of a Canadian passport or of a Canadian Citizenship card.</p>

6.	POLICE CERTIFICATES AND CLEARANCES	<input type="checkbox"/>
<p>Original police certificates or clearances, from each country in which you and everyone in your family, aged 18 years or over, have resided for six months or longer since reaching the age of 18. You must attach the original police document(s). Please consult our Web site at: www.cic.gc.ca/english/information/security/police-cert/index.asp for specific and up-to-date information on how to obtain police certificates from any country.</p>		
7.	ENGAGEMENT	<input type="checkbox"/>
<p>Original of the <i>Engagement</i>, if your intention is to reside in the province of Québec.</p>		
8.	PHOTO REQUIREMENTS	<input type="checkbox"/>
<p>Supply eight (8) recent photos for each member of your family and yourself. Follow the instructions in your guide (see Photos in section on completing the Application for Permanent Residence in Canada) and in Appendix B: Photo Specifications.</p>		

Mailing your application

Place all your documents for each member of your family in a sealed envelope and mail them to:

**The Canadian Embassy
Immigration Section
31 Yaroslaviv Val Street
119-01, Kyiv
Ukraine**

or drop them off in person at the Embassy Monday to Thursday between 2:00 pm and 4:00 pm.

Appendix B

Photo Specifications

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.

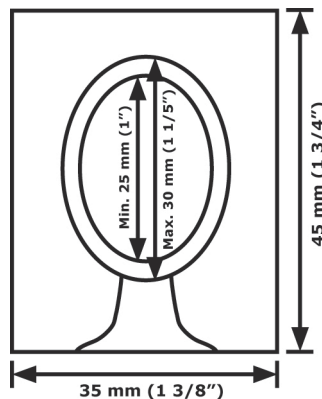
Notes to the photographer

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

If you are applying for permanent residence at the Canadian Embassy, Kyiv, Ukraine, instructions for the medical examination will be provided locally, after the selection decision.