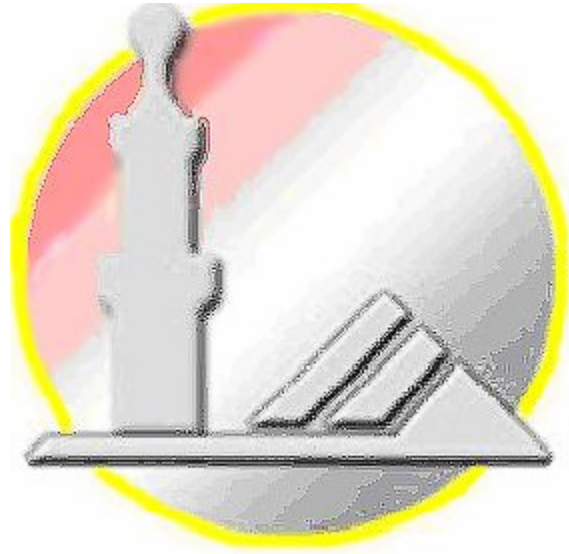


EGYPTIAN STUDENT ASSOCIATION  
IN NORTH AMERICA (ESANA)

إتحاد الدارسين المصريين بأمریکا الشمالية



*ESANA*

*Your Pre-Departure Guide to Canada*

*2007*



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## VISA

Anyone who intends to study in Canada for more than six months must apply for a Study Permit before they enter Canada.

A study permit allows you to remain in Canada to take an academic, professional or vocational training course at an approved university, college or other institution.

### **REMEMBER**

The key to a successful VISA application is to provide all required documents including sufficient detail of your personal and/or your sponsor's financial information.

If applicable, your university will provide proof of financial assistance by the department or faculty to which you have been accepted.

**If your study will be in the province of Quebec, you should start to have the study permission there (CAQ), then apply for the Canada one.**

To travel to Canada, you have to go through Europe, or the united states, or you can use Egypt air direct flight to Montreal ( in some season only).

No matter which route you take, you will have to enter Canada through one of four airports,

- Pearson international airport (Toronto). <http://www.gtaa.com/>
- Trudeau international airport (Montreal) <http://www.admtl.com/>
- Vancouver international airport (Vancouver) <http://www.yvr.ca/>
- Calgary international airport (Calgary) <http://www.calgaryairport.com/>

If you will be flying to another city in Canada, make sure you have enough connection time to finish all your paperwork and go through customs.

## Permission to study in Quebec

The first step is to obtain permission to study in the province of Quebec. Canada is a federation composed of a federal government, 10 provincial governments, and 3 territorial governments.

Permission to study in Quebec must be granted by 2 government levels: provincial (Immigration Québec) and federal (Department of Citizenship and Immigration Canada).

Applications have to be submitted to:

- Immigration Québec, to obtain a Quebec Acceptance Certificate for Studies (known as CAQ)
- Department of Citizenship and Immigration Canada, to obtain a Study Permit.



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Please note that it takes between 4 to 6 weeks for the CAQ to be processed, and that obtaining the Study Permit may take up to 6 months

## 1. Visiting and exchange students:

Please take special note that students who have been accepted to programs that will be completed in less than 6 months (i.e. students who are registered for one semester only) have the option of studying without the CAQ and the Study Permit.

However, if registration in the program is extended beyond one semester, then students are required to obtain a CAQ and a Study Permit at that time.

## Applying for a Quebec Acceptance Certificate for Studies (CAQ) (Immigration Québec)

Students wishing to study in the province of Quebec must initiate their immigration procedures by completing the Quebec Acceptance Certificate for Studies (CAQ) application form included in this link:

[http://www.immigrationquebec.gouv.qc.ca/anglais/immigration/students/renewal\\_caq.html](http://www.immigrationquebec.gouv.qc.ca/anglais/immigration/students/renewal_caq.html)

and send it to the following address:

Foreign Students Service Center  
285 Notre-Dame Street West,  
Main Floor, Suite G-15  
Montreal, Quebec H2Y 1T8  
CANADA

For more information:

Tel.: (514) 864-9191, or  
[www.immigration-quebec.gouv.qc.ca](http://www.immigration-quebec.gouv.qc.ca)

The CAQ processing time is about 4 to 6 weeks. Your CAQ will be valid for up to a maximum of 3 years.

## Please note that the CAQ document contains two sections:

- CAQ Instructions:

Instructions for filling out the application for a *Certificat d'acceptation du Québec (CAQ) pour études* (CAQ for studies)

- CAQ Application:

Application for a *Certificat d'acceptation du Québec (CAQ) pour études* (CAQ for studies).

In the next few parts, we will refer to elements contained in these two sections.

The list of documents you must submit with your CAQ varies according to your situation.



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## REQUIRED DOCUMENTS FOR ALL APPLICANTS:

YOU MUST SUBMIT THE FOLLOWING DOCUMENTS WITH YOUR CAQ APPLICATION:

- Payment for the application processing fee (CA\$100.00)
- Photocopy of your passport's identification pages showing your name, photo and passport expiry date
- One passport size photo
- Proof of acceptance to McGill University: you need to provide the original of your final letter of admission stating "Immigration Québec".

### FINANCIAL CAPACITY:

This procedure is to demonstrate to Immigration Québec that you have sufficient funds to cover tuition and living expenses. For proof of financial capacity, please refer to Question number 21 on page 3 of the CAQ Application and select the option that applies to your case.

*This does not apply to option 3 of the CAQ Application:*

- If you are relying on student loans from Egypt (mission student), you must provide confirmation of the loan amount approved. If you are in this situation, please check the first box of Question 21 on page 3 of the CAQ Application.

### Note that proof of loan application is not sufficient

If your spouse and/or children are joining you, you must provide evidence of sufficient resources to cover their expenses as well. Please refer to the

## 2. Students currently living in Canada

- If you currently reside in Canada and this is your first application for a CAQ for studies, follow instructions for Option 4 on page 4 of the CAQ Instructions.
- If you are extending your studies in Quebec and are applying for a new CAQ for Studies, follow instructions for Option 5 on page 4 of the CAQ Instructions.

Note that a new CAQ is required for different levels of study (i.e. undergraduate, graduate studies).



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## Tips to CAQ application success:

### 1. Start early:

As soon as you know, that you have your acceptance in your coming university in Quebec province start to apply to the CAQ.

### 2. Required documents:

Before sending your CAQ application, make sure you have all required documents otherwise processing will be delayed.

Note that the documents you submit will not be returned. Make sure you have separate copies to enclose with your application for a Study Permit.

### 3. The following refers to Question number 15:

On page 2 of the CAQ Application. Note that you will be required to supply the address of the educational institution where you will be studying in Quebec.

### 4. The following refers to Question number 12

on page 1 of the CAQ Application. If you are filing your application for a Study Permit abroad, do not forget to indicate in your CAQ Application the name of the city of the Canadian visa office you will be using.

Check the following Web site for Canadian visa offices in Cairo:

<http://www.dfait-maeci.gc.ca/cairo/student-visa-en.asp>

Once your application is accepted, Immigration Québec will issue the original CAQ documents and will send them to you by mail.

5. If your case refers to Option 3 on page 3 of the CAQ Instructions, Immigration Québec will also send a copy of your CAQ by fax/telex to the Canadian visa office you indicated in your application.

### 6. All other students

Who referring to Option 1, 2, 4 and 5 of the CAQ Application, are required to submit their CAQ themselves to the Canadian visa office that will be processing their Study Permit.

## Applying for a Study Permit (In English Canada)

If u apply to study in an english province in Canada, or after you have completed your application to Immigration Québec if it is your case, you must contact the Immigration Canada Office or follow instructions on their Web site at:

[www.cic.gc.ca/english/study/apply-how.html](http://www.cic.gc.ca/english/study/apply-how.html)

This section outlines the main steps to follow when applying for your Study Permit.



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## • Study permit application procedures:

When applying for a study permit, you must provide all the information listed below to the consulate or the immigration Canada directly:

## • Required documents for all applicants:

- Payment for the application processing fee (CA\$125.00)
- Original copy of your CAQ, students of Qc, except for students who fall into option 3 of the CAQ Instructions.

In this case, Immigration Québec will send a copy of your CAQ by fax/telex to the Canadian visa office you indicated in your application

- Photocopy of your passport's identification pages showing your name, photo and passport expiry date ( first 6 pages).
- Proof of acceptance to your University: you need to provide the original of your final letter of admission stating "Immigration Canada".

## Financial capacity:

You will be required to provide proof of how your academic and living expenses will be funded in Canada and, if applicable how you will support your accompanying family members.

Such evidence may include:

- Proof of a Canadian bank account in your name if money has been transferred to Canada
- Your bank statements for the past four months
- A bank draft in convertible currency
- Proof of payment of tuition and residence fees (if requested by Immigration officers)
- Proof of funding paid from within Canada. This is only applicable for students with a scholarship or a Canadian funded educational program

Note that If you are relying on student loans from your government, you must provide confirmation of the loan amount approved. Please note that proof of loan application is not sufficient of u are accompanying your family.

## Tips to a successful study permit application:



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- Please be aware that your Study Permit will not be issued beyond the expiry date of your passport or your CAQ for Qc students.
- Once all the proper documents have been obtained and all criteria have been met.
  - Canadian authorities will issue a letter which states that your Study Permit application has been approved and you may proceed with your travel plans to Canada, for yourself and/or your family if applicable.
  - Be sure to keep this letter with you and show it to immigration officials at your port of entry to Canada. Your Study Permit will be issued by the officer at the port of entry.
  - Family travelling with you, who have obtained prior approval, will also receive their status at the same time.

Please note that it is not recommended to travel to Canada without the proper immigration documents.

### Students currently living in Canada:

Students who wish to extend their existing study permit must submit their application to the Case Processing Centre in Vegreville, Alberta.

This also applies to the student/worker's accompanying spouse/dependants currently in Canada who want to obtain a Work or Study Permit.

Applications can be downloaded from the Web site mentioned below and must be mailed to:

[www.cic.gc.ca/english](http://www.cic.gc.ca/english)

By mail :

CASE PROCESSING CENTRE  
Vegreville, Alberta  
T9C 1X5

For more information:

Tel.: 1 888 242-2100  
To speak to an agent, press 0

Payment to the Case Processing Centre in Vegreville, Alberta can be made by credit card on their Web site at:

[www.cic.gc.ca/english/e-services/index.html](http://www.cic.gc.ca/english/e-services/index.html)

If you do not wish to pay by credit card on the Case Processing Centre's Web site, you must start the renewal of your Study Permit process by ordering a receipt of payment from the Case Processing Centre. This can be done by mail, telephone or on the Web. Once you receive your receipt, you must go to a bank and pay the processing fee. The bank will then stamp your receipt.

You will have to include the stamped receipt in your application for the extension of your Study Permit, which you will send to the Case Processing Centre.



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If you already have a Study Permit:

- Verify the expiry date. If your Study Permit expires during the course of the first semester, you will have to renew it before classes start
- Verify the institution/conditions sections on your Study Permit.

### **Student applying for a study permit for the first time (i.e. Visitors)**

Must submit their application to a Canadian visa office outside of Canada. For more information on Canadian visa office locations, please check the following Web site:

[www.cic.gc.ca/english/offices/missions.html](http://www.cic.gc.ca/english/offices/missions.html)

### **Study Permit processing fees:**

Below are the processing fees for the various documents you may need:

- Study Permit \$125
- Work Permit \$150
- Extension of temporary resident Status \$75
- Restoration of temporary Resident status \$200

Not that these prices are subject to change so verify on the website mentioned above..

### **Temporary Resident Visa (TRV)**

A Temporary Resident Visa (TRV) is the permission to travel to and seek entry into Canada. This consists of a sticker placed in the passport by a visa officer at a post abroad. It includes an expiry date by which the holder must enter Canada.

We recommend you apply for a Multiple Entry Visa that will allow you to travel outside of Canada without applying for re-entry.

Note that Temporary Resident Visa cannot be issued in Canada.

### **THE CURRENT COST FOR TRV IS:**

(SUBJECT TO CHANGE)

- Single entry \$75
- Multiple entry \$150
- TRV and family visitor visas \$400 (maximum)

### **Medical examinations**

If a medical examination is required, the Canadian Consulate will provide a medical form along with a list of designated medical practitioners.



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The list of designated in Egypt where medicals are required can be found at:

<http://www.cic.gc.ca/dmp-md/medicalinfo.aspx?CountryID=1940&ProvID=&CountryName=Egypt&ProvinceName>

**This information is subject to change at any time. Please refer to the contents here on a regular basis for up-to-date contact information.**

### **BE CERTAIN:**

To have the medical examination as soon as possible; the test results can take up to 3 months for approval and delay your departure for Canada.

### **Security clearance**

Obtaining security clearance can involve extra time. If you have spent time in a designated risk area, Immigration Canada officials may ask you to provide a letter from the Egyptian police attesting to your good character. (Fish wa Tashbih)

### **Transit Visas**

If you need to transit via other countries to travel to Canada, make sure that you check if a Transit Visa is required. (ex United states)

## **Booking your flight**

We recommend you book your flight AFTER you have received your letter from the Canadian visa office.

If you have to search for a permanent place to live, it is also preferable that you plan on arriving by mid-August to organize your new life in Canada.

If you have been offered residence accommodation, you should have received information concerning your move-in date.

### **Completing the process at the Canadian port of entry**

The final step in the immigration process occurs at the Canadian port of entry, which may or may not be Montreal depending on your travel arrangements.

When arriving at the port of entry in Canada, make sure you go to the Immigration Canada Office to complete all required procedures.

**Ask the customs officer to direct you to its location.**

**AT THE PORT OF ENTRY, YOU  
MAY BE REQUIRED TO PRODUCE  
THE FOLLOWING DOCUMENTS:**

- Passport
- Quebec Acceptance Certificate for Studies (CAQ)
- Letter from Immigration Canada confirming that your Study Permit has been approved (if applicable)



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- 
- Temporary Resident Visa (if applicable)
  - Original letter of admission from your Canadian university
  - Evidence of financial sponsor's ability to provide financial resources (if applicable)
  - Evidence of any personal sources of financial support

### **IT IS RECOMMENDED**

- That you keep these documents, as well as cash, on your person at all times rather than in your checked luggage. A money belt under your clothing is the best way to safeguard your valuables.
- You should also carry your Study Permit while travelling in Canada and during temporary absences from Canada.

### **At the port of entry:**

Immigration officials may add terms and conditions on your Study Permit.

An officer may impose, vary, or cancel conditions on your study permit.

These may include one or more of the following:

- Type of studies or courses you may take
- Educational institution you may attend
- Location of your studies
- Prohibition of engaging in employment
- Duration of your stay in Canada.

Note that students arriving at a port of entry with personal belongings such as electronic equipment should pay close attention to the Canada customs importation rules.

### **Immigration documents required by your university Registrar Office**

Once you have obtained your CAQ and/or your Study Permit, you will be required to submit copies of both the CAQ (if applicable) and the Study Permit to the Registrar's Office to receive your student ID card and other personal documents, ex. health insurance card.

Students registering without a CAQ and a Study Permit (see the Visiting and exchange students section) will be required to submit copies of their passport and birth certificate (English or French) to the Registrar's Office to obtain their student ID card.

Your ID card will give you access to libraries, the sports complex and a variety of student services.



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## CANADA CUSTOMS IMPORTATION REGULATIONS REGARDING PERSONAL AND HOUSEHOLD EFFECTS

When you first arrive in Canada you may bring in your personal and household effects duty free. These items include furniture, china, silverware, computer, appliances and motor vehicles under the following conditions:

- The goods must not be sold or otherwise disposed of in Canada
- Ordinarily the goods will not be subject to duties however, the Customs Officer may require a refundable deposit.

**YOU SHOULD MAKE A TYPED LIST IN DUPLICATE OF THE GOODS YOU PLAN TO BRING TO CANADA,**

Giving descriptions, serial numbers and approximate value.

### IT IS IMPORTANT TO NOTE

That once you have arrived and settled temporarily in Canada for your studies, you are subject to the same import restrictions as Canadians.

### PLEASE REMEMBER

That you cannot bring in goods such as plants, fruits and meat without a special permit.

Keep in mind that Canada has a strict policy against bringing in food and plants from other countries, so avoid bringing any food with you especially dairy, and meat products. This will save you time and trouble at the customs.

### Note:

The customs officer may or may not open your bag. But you always have to ask yourself **is it worth the trouble to bring food with me**

Once you clear customs, you will find the airline office to check in luggage again if you are heading to another city in Canada, if this is your destination, then you can head out of the airport.

If you need more information contact:  
[Canada Border Service Agency](#)

From within Canada, call:  
[1 800 461-9999 \(toll-free\)](#)

From outside Canada, call:  
[\(204\) 983-3500](#) or [\(506\) 636-5064](#)  
(long-distance charges apply)

Or [www.cbsa-asfc.gc.ca](http://www.cbsa-asfc.gc.ca)

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[www.esana.org](http://www.esana.org)

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