

Permanent Resident Visa Completing the Forms

Following are instructions on how to complete the required forms. These have been adapted from federal government guidelines to suit British Columbia's Provincial Nominee Program's application process.

There are two application forms in this guide, *Application for Permanent Residence in Canada and Schedule 6: Economic Classes - Business Immigrants*. The following pages do not contain instructions for all the boxes on the forms. Most questions are clear; instructions are provided only when necessary. Attach a separate sheet of paper if you need more space and indicate the number of the question you are answering

You must answer all questions. If you leave any sections blank, your application may be delayed. If any sections do not apply to you, answer "N/A" ("not applicable"). Print clearly with a black pen or use a typewriter. Be sure to make enough photocopies before you start

If your application is accepted and information you provide on the forms changes before you arrive in Canada, you must inform, in writing, the visa office to which you applied. You must do this even if your visa has already been issued.

<p>WARNING! It is a serious offence to give false or misleading information on this form. We may check to verify your responses.</p>

Application for Permanent Residence in Canada (IMM 0008, Generic)

This form must be completed by the principal applicant. Page 2 of the form asks for details of dependent 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 to **fill** it in so you have enough space for everyone.

At the top of the form, there are three boxes:

Category under which you are applying

Check the "Economic class" box.

Number of family members

Write the total number of people included in your application, including yourself and any family members, whether they are accompanying you to Canada or not

Preferred Language

Correspondence: Decide which of English or French you are more comfortable reading and writing, and check the appropriate box.

Interview: You may be selected for an interview. Interviews can be conducted in English or French. You may also be interviewed in another language of your choice; however, you will be responsible for the cost of hiring an interpreter.

Instructions on how to **fill** out the rest of the form are listed below.

1. Print your full **family name** (surname) as it appears on your passport or on the official documents that you will use to obtain your passport. Print all of your **given names** (first, second or more) as they appear on your passport or official documents. Do not use initials.
5. If you are a citizen of more than one country, give details on a separate page.
10. This section requires you to give details of your past marriages or common-law relationships (see **Definitions**). If you have never had a spouse or common-law partner other than your current one, check the "No" box and proceed to Question 11. If you have, check the "Yes" box and provide the details requested. If you have had more than two previous spouses or common-law partners, give details on a separate page.
12. Check the box that best describes the highest level of education you have completed. If you have not completed secondary school, check the "No secondary" box.

Secondary education: the level of schooling after elementary and before college, university, or other formal training. Also called high school.

Trade/Apprenticeship: completed 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 (BA), Bachelor of Science (BSc) or Bachelor of Education (BEEd).

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.

14. This is the address we will use to mail correspondence regarding your application. Print your address in English and, if applicable, also in your own native script.
19. Cards issued by a foreign national, provincial, municipal or other government, as well as cards issued by a recognized international agency such as the Red Cross, can be used to identify yourself. 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, print "N/A".

Details of family members

Given name(s)

Print all of your family members' **given names** (first, second or more) as they appear on his or her passport or official documents. Do not use initials.

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 or son.

Will accompany you to Canada

Tell us if your family member will come to Canada with you. He or she must immigrate before the visa expires, but may arrive in Canada after you.

Education

Indicate the level of education your family member has successfully completed. Use the Categories listed in Question 11.

Photos

- See Appendix C: **Photo Specifications**.
- Consult the Web site of the visa office to which you are applying for the number of photos you need (follow the links from www.cic.gc.ca).
- Take the **Photo Specifications** sheet to a photographer. Ask the photographer to provide you with the required number of photos for yourself and each family member accompanying you to Canada.
- On the back of each photo, write the name of the person appearing in the photo and their height and eye color.

Background / Declaration (IMM 0008, Schedule 1)

1. Write all of your given names. Do not use initials.
6. Indicate your current status in the country where you now live (for example, citizen, permanent resident, visitor, refugee, no legal status, etc.).
10. Provide details of all post-secondary education. Begin with the most recent program completed.
11. You must account for every month since your 18th birthday. Under "Activity", print your occupation or job title if you were working. If you were not working, enter what you were doing (for example, unemployed, studying, traveling, etc.). Attach another sheet if necessary.
15. Give a complete address including the street, town or city, province or region, and country. If there was no street or street number, explain exactly the location of the house or building.

Declaration

Read the statements carefully. Sign and date in the boxes provided. By signing, you certify that you fully understand the questions asked, and that the information you have provided is complete, truthful, and correct. If you do not sign, the application will be returned to you.

Economic Classes – Business Immigrants (IMM 0008, Schedule 6)

All questions on this form must be completed by the principal applicant.

1. Choose the one class you are applying under. Refer to **Types of Business Applicants** in the guide for information on the different classes.
4. To assess **your** English and French language ability, refer to the tables in **Selection Criteria** of the guide.
6. If yes, give details such as the dates of your trip, which cities you were in and what businesses or organizations you visited.
7. If yes, give details such as the name of the initiative, the federal departments and provincial governments involved and the dates of your participation.

8. You must complete all sections of this question (A to E) for every business in which you had ownership. Photocopy page 2 and complete a separate copy for every business.
13. The last option box under relationship, "spouse or common-law partner," applies only to the principal applicant.
15. **B and G: Real Property** includes any property of significant value, such as real estate, boats, aircraft, and high-value automobiles.

J: Total Funds refers to the amount of available and transferable money you have available for settlement in Canada (indicate amount in Canadian dollars).

Additional Family Information (IMM 5406)

Before you begin writing on this form, make enough photocopies for yourself and for each person who must complete it. You, your spouse or common-law partner and each dependent child aged 18 or over (whether accompanying you or not) must complete this question. All sections must be answered. If any sections do not apply, answer "NOT APPLICABLE" or "N/A".

It is very important that you list on this form any other children (even if they are already permanent residents of Canada or Canadian citizens) that you, your spouse or common-law partner or your dependent children might have who are not included in your *Application for Permanent Residence in Canada* (IMM 0008, Generic). This includes married children and any of your children who have been adopted by others, or are in the custody of an ex-spouse or common-law partner.

Authority to Release Information to Designated Individuals (IMM 5476)

Complete this form only if you want us to release the information on your application to someone other than yourself. Privacy laws prevent Citizenship and Immigration Canada from discussing your application with anyone else unless you give us permission to do so. If you have a representative (for example, a relative, friend, lawyer or consultant) helping you with the application process and you authorize us to discuss your case with him or her, print the representative's name and address in this section and sign on the line provided. You must provide proof, such as a photocopy of a birth certificate or passport, that your representative is a Canadian citizen or permanent resident. If your representative is not a Canadian citizen or permanent resident of Canada, it will not be possible to release information, even with your authorization.