

Nova Scotia Nominee Program (NSNP)

International Graduate Stream

Application Guide

Contents:

	<u>PAGE</u>
Introduction	2
Are You Eligible?	3
When Not To Apply	5
Application Process	6
Appendix 1 – Documents Checklist	11
Appendix 2 – Application Forms and Supporting Documents	14

Introduction

Thank you for choosing Nova Scotia. These guidelines explain how you can apply to the Nova Scotia Nominee Program (NSNP) International Graduate stream to be nominated for consideration for a permanent resident visa to Canada.

The NSNP International Graduate stream is a focused and strategic program to assist employers in hiring recent international graduates whose skills may be in limited supply in the province. This stream targets international graduates who have established strong ties to Nova Scotia and intend to live, work, and establish their careers in this province.

This stream is employer-driven. The International Graduate must have a guaranteed, full-time, permanent job offer in his/her field of study from a Nova Scotia employer before submitting an application to the NSNP. The NSNP does not have a specific occupation or skill shortage list. However, the NSNP will only consider certain types of jobs and occupations to approve for nomination (please refer to the [“When Not to Apply”](#) section).

Applications are assessed on a case by case basis. Provincial priorities may change as skill shortages are identified or met by permanent residents or Canadian citizens. Priority will be given to International Graduates whose employers can demonstrate that they will provide additional supports to assist newcomers with their settlement needs.

Two Step Process

Step 1: Apply to the Nova Scotia Nominee Program International Graduate stream

Review the application criteria to determine if you are qualified to apply for provincial nomination under the International Graduate stream. Nomination under the NSNP is at the sole discretion of the Nova Scotia Office of Immigration.

Step 2: Apply to Citizenship and Immigration Canada for Permanent Residence

If you are nominated by the Province of Nova Scotia, you may then apply for a permanent resident visa to the Government of Canada, through Citizenship and Immigration Canada, as a Nova Scotia Provincial Nominee. You must meet statutory requirements for medical, security and criminal admissibility. The Government of Canada has the final authority to issue a permanent resident visa.

Fees

There is no application fee under the NSNP International Graduate stream.

You must, however, pay all the required Government of Canada immigration fees when you submit your file to Citizenship and Immigration Canada.

Are You Eligible?

You are eligible to apply to the NSNP International Graduate stream as a Principal Applicant (PA) if you:

- Have legal status in Canada
 - You must provide proof of your current status as a work permit holder (e.g., post-graduate employment program, temporary worker program). You are not eligible to apply if you only have an off-campus work permit, are currently living in Canada and are a refugee claimant, failed refugee claimant, or an applicant under humanitarian and compassionate grounds.
 - Have graduated within the last two years from a program of at least one academic year of full-time study in Nova Scotia and have received a certificate, diploma, or degree from a recognized Nova Scotia post-secondary institution.
 - Have a permanent, full-time job offer from an employer in Nova Scotia in your field of study and at an acceptable level (see When Not to Apply) and have been working for at least three months in this position. The job offer must:
 - be for a position which meets NSNP requirements with respect to type of job, and have relatively high education and skill levels
 - have compensation in the form of salary and benefits package that meets provincial employment standards and prevailing wage rates
 - have compensation which is sufficient to retain you in Nova Scotia
 - not contravene existing bargaining unit agreements or any employment disputes
- Note: Priority will be awarded to positions with minimum salary in excess of \$10.00/hour or a minimum annual wage in excess of \$20,000 Canadian dollars.
- Meet the minimum criteria for age, education, language ability and adaptability requirements for this stream (see the following section)

International Graduates must show they are able to meet all occupational licensing or credential requirements in order to work in their occupation in Nova Scotia. Applicants should contact the appropriate governing association or body to ensure their educational, professional, and/or trade qualifications meet Canadian and Nova Scotia standards prior to submitting their application. If the permanent job offer is in an occupation in which licensing or other credentials are required to work in Nova Scotia, copies of credentials, licenses, or other forms of approval from the appropriate regulatory association must be submitted at the time of application.

Minimum Criteria

Please note: If there is a difference between the assessment of the Nova Scotia Nominee Program (NSNP) Officer and your self-assessment, the NSNP Officer's assessment will be used.

FACTOR	<u>CRITERIA FOR INTERNATIONAL GRADUATE</u>
Age	You are between the ages of 21 and 55
Education & Training	<p>You have graduated within the last two years (from time of NSNP application) from a program of at least one academic year of full-time study in Nova Scotia and have received a certificate, diploma, or degree from a recognized Nova Scotia post-secondary institution.</p> <p>You have the appropriate education, training, qualifications, licensing, and accreditation required for the position.</p>
Language Ability	<p>You have sufficient English or French language capability to perform the employment duties. Your abilities are verified by <u>one</u> of the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> employer application form <input type="checkbox"/> internationally recognized test results <input type="checkbox"/> certificates from language classes <input type="checkbox"/> educational transcripts or employment references or other documentation indicating English or French as the principal language of instruction or communication
Work Experience	You have a valid work permit and have worked for the employer making the job offer for at least three months.
Adaptability	You can satisfactorily demonstrate to the Province your genuine intention and ability to establish permanently in Nova Scotia.
Financial and Settlement Supports	<p>You can demonstrate that you have sufficient settlement supports and financial resources, including funds in your name, in order to pay your immigration costs and travel expenses (if applicable) and to successfully establish yourself and your family in Nova Scotia.</p> <p>Federal guidelines generally recommend that immigrants arrive with a minimum of \$10,000, plus \$2,000 for each dependent. This recommended amount is reduced in the case of a NSNP International Graduate who is already living in Nova Scotia. In all cases, proof of some financial resources in your own name is required.</p>

When Not To Apply

The NSNP will not consider as Principal Applicants under this stream:

- Parents, spouses, common-law or conjugal partners of Canadian citizens - These individuals are encouraged to apply under the federal Family Class which exists for this purpose
- International students who are currently enrolled in post-secondary education programs (i.e., still in study)
- International graduates who have studied in Nova Scotia and whose studies have been sponsored by an agency or government and are expected to return to their country of origin

The NSNP will not consider the following types of jobs and occupations as appropriate for the International Graduate stream:

- Occupations which are seasonal, part-time, casual, or contractual
- Occupations that consist primarily of training, internship, and fellowship work placements
- Live-in-caregiver positions - These positions should be processed under federal Citizenship and Immigration Canada guidelines
- Most administrative and all clerical occupations
- Retail management and salesperson positions
- Entry level hospitality industry jobs (e.g., server, hotel clerk, receptionist) and other service sector jobs
- Helpers and labourers in construction, agriculture and resource industries.

International Graduate Stream Application Process

If you meet all the criteria described in the section "[Are You Eligible?](#)" you can prepare and submit a complete application package to the Nova Scotia Nominee Program (NSNP). Both the International Graduate and the Nova Scotia employer will be required to submit documents.

The Nova Scotia Office of Immigration reserves the right to request an interview with the International Graduate and/or to contact the employer for additional information.

Step 1: The International Graduate Prepares an Application Package

Gather and prepare all your International Graduate stream application materials. This includes the NSNP application forms, the Government of Canada forms, and all supporting documents.

Please refer to [Appendix 2: Application Forms and Supporting Documents – for International Graduate](#).

Supporting Documents:

Certified Photocopies: Photocopies of all supporting documents must be certified or notarized indicating that the photocopies are a true copy of the original. Where documents are not in English or French, the principal applicant (PA) must submit a certified or notarized photocopy of the original document, AND a photocopy of the certified or notarized translation.

Certified Translations: The NSNP will only accept translations prepared by certified translators. Translators must be certified by a regulatory organization or association and cannot be a family member of the applicant or spouse, or conjugal or common-law partner, or work for a paid consultant or representative who is preparing the application. The applicant must also supply an affidavit from the translator describing their translation ability and/or their certification.

Step 2: The Employer Prepares an Employer Application

The Nova Scotia employer who wishes to permanently hire an International Graduate must prepare one (1) original NSNP 400 Employer Application Form – International Graduate Stream and gather supporting documents

Please refer to [Appendix 2: Application Forms and Supporting Documents – For Employer](#).

Step 3: Submit the complete application to the Nova Scotia Office of Immigration

1. Combine the required documents from the International Graduate (Step 1) and the Employer (Step 2) into a complete application package:
 - 1 original NSNP400 – Employer Application Form – International Graduate Stream
 - 1 original NSNP100 – NSNP Application Form
 - 1 original NSNP50 – Use of a Representative Form (if applicable)
 - If you are using a paid immigration representative to conduct business on your behalf with the Province of Nova Scotia, that individual must be either:
 - an immigration consultant who is a member in good standing of the [Canadian Society of Immigration Consultants](#); or
 - a lawyer in good standing of a [Canadian Law Society](#) and students-at-law under their supervision; or
 - Notaries Public who are members in good standing of the [Chambre des notaires du Québec](#) and students-at-law under their supervision.
 - 1 original NSNP60 – Authority to Release Personal Information to a Designated Individual Form (if applicable)
 - 1 copy of each of the Citizenship and Immigration Canada (CIC) forms
 - 1 copy of supporting documents
2. Review and organize your completed forms and supporting documents according to [Appendix 1: Documents Checklist](#). It is your responsibility to submit all requested documents. If documents are missing, not translated by a certified translator, or are not clear, your application may not be assessed.

When preparing your application package:

- do NOT bind your application or put the pages in a ring binder
 - do NOT enclose individual pages in plastic, envelopes or folders
 - do NOT tie, sew, bolt, or glue the pages together
 - do NOT use multiple staples on a page
 - do NOT send multiple copies of identical documents
 - do NOT send double sided photocopies
3. Photocopy all your completed forms and supporting documents and keep the copies for your records.
 4. Mail or drop off your complete application package to the Nova Scotia Office of Immigration:

By Mail:

Nova Scotia Nominee Program (NSNP)
c/o Nova Scotia Office of Immigration
P.O. Box 1535
Halifax, NS B3J 2Y3

OR By Courier:

Nova Scotia Nominee Program (NSNP)
c/o Nova Scotia Office of Immigration
1741 Brunswick Street, Suite 110A
Halifax, NS B3J 3X8

Step 4: The Application is Assessed by the Nova Scotia Office of Immigration

A. Eligibility and Completion check

The Nova Scotia Nominee Program (NSNP) will review your application to ensure that it is complete and meets NSNP eligibility criteria before it is accepted for assessment. Incomplete or ineligible applications will not be accepted for assessment and you will be notified. The NSNP will not be responsible for returning your application to you.

B. Assessment

The NSNP will conduct a full review and evaluation of the complete International Graduate stream application. The NSNP reserves the right to request an interview with the International Graduate and/or to contact the Employer to gather additional information or to clarify information provided.

C. Decision

The NSNP will communicate the decision in writing to the International Graduate. If nominated by the Province of Nova Scotia,

- the International Graduate will receive a letter from the NSNP to confirm that a Certificate of Nomination has been issued; and
 - a Certificate of Nomination will be sent directly to the appropriate Canadian visa office.
- Please Note: The Certificate of Nomination expires 90 days after the date of issuance.

You must notify the NSNP of any changes in your status or eligibility criteria for this stream, including change of employer or loss of employment.

Step 5: If you are Nominated and are urgently needed to start work

Please Note: If you are not applying for a temporary work permit, please proceed to Step 6.

If you are nominated by the Province of Nova Scotia, you may request a letter from the NSNP to support the renewal of an existing temporary work permit. With this letter of support, you do not need a labour market opinion (LMO) from Service Canada to apply for the work permit.

The work permit will enable you to continue working in Nova Scotia while your application for a permanent resident visa is being processed at the Canadian visa office.

If you need to apply for a new temporary work permit or to renew an existing temporary work permit:

1. Inform the NSNP that you require a letter of support by checking the appropriate box in the NSNP 400 Employer Application Form – International Graduate Stream or by email to nsnp@gov.ns.ca
2. Review how to renew a temporary work permit at the Citizenship and Immigration Canada (CIC) website (<http://www.cic.gc.ca/english/work/extend-stay.asp>).
Include the following with your temporary work permit application to CIC:

- the required temporary work permit application forms, documents, and processing fees
 - an original NSNP letter of support confirming your nomination and indicating that you are required to work in the province
3. Make sure that you have met all the requirements for your temporary work permit application and submit the complete package, with necessary fees, to the Citizenship and Immigration Canada Case Processing Centre in Vegreville, Alberta. The address appears in the application guide.

Step 6: If you are Nominated, you apply for Permanent Resident Visa

If you are nominated by the Province of Nova Scotia, and have received a letter confirming that a Certificate of Nomination has been issued, **you** are responsible for submitting a complete application for a permanent resident visa to the appropriate Canadian visa office **within 90 days**.

Please review the CIC website (<http://www.cic.gc.ca/english/immigrate/provincial/index.asp>) to find out how to apply.

Briefly, you should:

- determine which Canadian visa office processes applications for permanent resident visa for your legal country of residence or nationality (http://www.cic.gc.ca/english/immigrate/provincial/apply-application.asp#visa_offices)
- review the Canadian visa office's website to find out which documents you should include in your application
- determine and include the appropriate CIC fees with your application
- submit a complete application for permanent resident visa to the Canadian visa office

A nomination by the Province does not guarantee that a permanent resident visa will be issued.

The Canadian visa office makes the final decision for the granting of permanent residence visas after ensuring that all legislative requirements are met, including medical, criminality and security checks.

The Nova Scotia Office of Immigration may withdraw the nomination certificate at any time prior to the issuance of the permanent resident visa and prior to landing in Nova Scotia if:

- the Canadian visa office finds that you or an accompanying dependent is inadmissible as a result of medical, criminality, or security checks; or
- the Nova Scotia Office of Immigration is advised by the Canadian visa office that any information provided in the application is false or fraudulent; or
- The Nova Scotia Office of Immigration is aware that your employment situation or eligibility as an International Graduate has changed.

Step 7: If your Application is Refused

If your application is refused, you will receive a Letter of Refusal from the Nova Scotia Office of Immigration. There is no appeal process. Nomination under the Nova Scotia Nominee Program (NSNP) is at the sole discretion of the Nova Scotia Office of Immigration.

We remind you that the NSNP is only one means of applying for permanent resident status in Canada.

We encourage you to explore alternatives at the Citizenship and Immigration Canada's web site at: www.cic.gc.ca

Step 8: Issuance of Permanent Resident Visa

If you are approved by the visa office, you will be issued a Confirmation of Permanent Residency. You must contact the Nova Scotia Office of Immigration within 30 days of your landing.

You must provide the Nova Scotia Office of Immigration with a copy of the temporary work permit or confirmation of permanent residence, as well as a current Nova Scotia address and contact information such as phone number(s) and email address.

You must immediately inform the Nova Scotia Office of Immigration of any change in employment status either before or after you are issued a permanent resident visa.

Nova Scotia Office of Immigration
1741 Brunswick Street, Suite 110A
PO Box 1535
Halifax, Nova Scotia
CANADA B3J 2Y3

Tel: (902) 424-5230
Fax: (902) 424-7936
Email: nsnp@gov.ns.ca

Appendix 1

Documents Checklist

A detailed explanation of all the forms and supporting documents can be found in [Appendix 2: Application Forms and Supporting Documents](#)

If copies are requested, please do not send originals as they will not be returned to you.

Review and organize your completed forms and supporting documents in the order below before submitting your application.

The Nova Scotia Office of Immigration reserves the right to request further information if required.

Citizenship and Immigration Canada forms – provide COPIES ONLY

– forms and application guide(s) are available at www.cic.gc.ca/english/immigrate/provincial/apply-application.asp

<input type="checkbox"/>	1 colour passport-sized photograph	- for International Graduate and each dependent
<input type="checkbox"/>	<u>IMM0008 Generic</u> – Application For Permanent Residence	- for International Graduate
<input type="checkbox"/>	<u>IMM0008 Schedule 1</u> – Background/Declaration	- for International Graduate and all dependents over age 18, whether they are accompanying or not
<input type="checkbox"/>	<u>IMM0008 Schedule 4</u> – Economic Classes: Provincial Nominees	- for International Graduate
<input type="checkbox"/>	<u>IMM5406</u> – Additional Family Information (if applicable)	- for International Graduate and dependents over age 18 who complete the IMM0008 Schedule 1
<input type="checkbox"/>	<u>IMM5475</u> – Authority to Release Personal Information to a Designated Individual (if applicable)	- for International Graduate and dependents over age 18
<input type="checkbox"/>	<u>IMM5476</u> – Use of a Representative form (if applicable)	- for International Graduate and dependents over age 18
<input type="checkbox"/>	Canadian visa office specific forms (if applicable)	- review appropriate Canadian visa office website

Nova Scotia Nominee Program forms – provide ORIGINALS

<input type="checkbox"/>	<u>NSNP100</u> Application Form completed and signed	- for International Graduate
<input type="checkbox"/>	<u>NSNP50</u> Use of a Representative (if applicable)	- for International Graduate and dependents over age 18
<input type="checkbox"/>	<u>NSNP60</u> Authority to Release Personal Information to a Designated Individual (if applicable)	- for International Graduate and dependents over age 18
<input type="checkbox"/>	<u>NSNP400</u> Employer Application Form completed	- for Employer

Supporting Documents for Employer – provide COPIES ONLY

<input type="checkbox"/>	employment contract for a full-time, permanent position in NS	- signed by International Graduate and Employer
<input type="checkbox"/>	job description	

Supporting Documents for International Graduate – provide COPIES ONLY

<input type="checkbox"/>	valid passports and travel documents	- for International Graduate and dependents
<input type="checkbox"/>	valid work permit	- for International Graduate
<input type="checkbox"/>	proof of legal status in your country of residence if other than your country of nationality (if applicable)	- for International Graduate and dependents
<input type="checkbox"/>	refusal letters from previous attempts to immigrate to Canada (if applicable)	- for International Graduate and dependents
<input type="checkbox"/>	birth certificates identifying both parents	- for International Graduate and dependents
<input type="checkbox"/>	marriage certificates (if applicable)	- for International Graduate and dependents
<input type="checkbox"/>	divorce certificates (if applicable)	- for International Graduate and dependents
<input type="checkbox"/>	annulment certificate (if applicable)	- for International Graduate and dependents
<input type="checkbox"/>	custody maintenance documents and permission for the child to come to Canada (if applicable)	- for International Graduate and dependents
<input type="checkbox"/>	adoption papers (if applicable)	- for International Graduate and dependents
<input type="checkbox"/>	death certificate for former spouse (if applicable)	- for International Graduate and dependents
<input type="checkbox"/>	proof of full time study (if applicable)	- for dependent children age 22 or older
<input type="checkbox"/>	résumé or Curriculum Vitae (C.V.)	- for International Graduate
<input type="checkbox"/>	supporting employment history and documents	- for International Graduate
<input type="checkbox"/>	certification by licensing bodies, regulatory agencies (if applicable)	- for International Graduate
<input type="checkbox"/>	proof of English or French language ability	- for International Graduate
<input type="checkbox"/>	educational certifications received (e.g. degrees, diplomas or certificates) including proof of graduation from NS post-secondary institution	- for International Graduate and dependents over age 22
<input type="checkbox"/>	police clearance certificates (if applicable)	- for International Graduate and dependents over age 18 (only if committed offence)

Supporting Documents for International Graduate continued... – provide COPIES ONLY

<input type="checkbox"/>	proof of sufficient settlement supports and transferable funds (e.g. bank statements, property appraisals and ownership, stock certificates, etc.).	- for International Graduate and dependents
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Please note:

In the case of doctors or medical personnel, we require proof that their qualifications are recognized in Nova Scotia (e.g. a letter from the College of Physicians and Surgeons), and proof that the Government of Nova Scotia has agreed to fund their salary (e.g. a letter from the Department of Health, hospital administrator, etc.).

Government of Canada permanent resident visa application forms (IMM) and application guide are available electronically on the Citizenship and Immigration Canada department of the Government of Canada website www.cic.gc.ca/english/immigrate/provincial/apply-application.asp Please make sure that you have reviewed and have met the specific requirements of the appropriate Canadian visa office before you submit your application.

Appendix 2

Application Forms and Supporting Documents

The following is a detailed explanation of all the documents referred to in [Appendix 1: Documents Checklist](#).

Please ensure that the NSNP International Graduate Stream application includes all the forms and supporting documents requested in **both** sections below: “For the International Graduate” and “For the Employer”

The Nova Scotia Office of Immigration reserves the right to request further information if required.

For the International Graduate : who is the Principal Applicant (PA)

Citizenship and Immigration Canada (CIC) forms – provide COPIES ONLY

Permanent resident visa application forms and guides (IMM EP7000 + visa office specific requirements guide) are available electronically on the CIC web site www.cic.gc.ca/english/immigrate/provincial/apply-application.asp

- Submit a copy of completed CIC forms + 1 colour passport sized photograph for each family member with the NSNP International Graduate application.
- If you are nominated and apply for permanent resident visa, then you will submit the original completed CIC forms + 4 colour passport sized photographs for each family member with your application to the Canadian visa office ([Step 6](#) of the Application Process).

<u>IMM 0008 Generic</u> : Application for Permanent Residence in Canada	This form must be completed by the principal applicant (PA).
<u>IMM 0008 Schedule 1</u> : Background / Declaration	This form must be completed by the PA and (if applicable) his or her spouse, or conjugal or common-law partner; and all dependent children aged 18 years or older listed in IMM 0008 Generic.
<u>IMM 0008 Schedule 4</u> : Economic Classes - Provincial Nominees	This form must be completed by the PA. You must indicate “NOVA SCOTIA” in the box asking “Which provincial government has nominated you?” This is your legal declaration that you intend to live and work in Nova Scotia.
<u>IMM 5406</u> : Additional Family Information	This form must be completed by the PA and (if applicable) his or her spouse, or common-law or conjugal partner, and all accompanying dependent children aged 18 years or older listed in IMM 0008 Generic.

For the International Graduate continued... CIC forms – provide COPIES ONLY

<p><u>IMM 5476: Use of a Representative (optional)</u></p>	<p>Use this form if you wish to designate an authorized representative who has your permission to conduct business on your behalf with the Canadian visa office. When you appoint a representative, you also authorize the Canadian visa office to share information from your case file with this person.</p> <p>This form must be completed by the PA and by all accompanying family members age 18 or older listed in IMM 0008 Generic.</p>
<p><u>IMM 5475: Authority to Release Personal Information to a Designated Individual (optional)</u></p>	<p>Use this form if you wish to have your application information sent to a designated individual other than your representative.</p> <p>The individual you designate will be able to obtain information on your case file, such as the status of your application. However, he or she will not be a representative who can conduct business on your behalf with CIC.</p>

Nova Scotia Nominee Program (NSNP) forms – provide ORIGINALS

- Submit 1 completed and signed (signature can be in mother tongue) original form with the NSNP International Graduate application.
- If you are nominated and apply for permanent resident visa, then you will submit the second original form with your permanent resident visa application to the Canadian visa office (Step 6 of the [Application Process](#) on page 5 of this guide).

<p><u>NSNP100 Application Form</u></p>	<p>This form must be completed by the principal applicant (PA).</p>
<p><u>NSNP 50 Use of a Representative (optional)</u></p>	<p>Use this form <u>if</u> you want to designate an authorized representative (lawyer, consultant) who has permission to conduct business on your behalf with the Province of Nova Scotia. When you appoint a representative, you also authorize the Province to share information from your case file with this person.</p> <p>This form must be completed by the principal applicant (PA) and all accompanying family members age 18 or older listed in the application for permanent residence (IMM 0008 Generic).</p>
<p><u>NSNP 60 Authority to Release Personal Information to a Designated Individual (optional)</u></p>	<p>Use this form <u>if</u> you wish to have your application information sent to a designated individual other than your representative.</p> <p>The individual you designate will be able to obtain information on your case file, such as the status of your application. However, he or she will <u>not</u> be a representative who can conduct business on your behalf with the Province of Nova Scotia.</p> <p>This form must be completed by the principal applicant (PA) and all accompanying family members age 18 or older listed in IMM 0008 Generic.</p>

Supporting Documentation – provide COPIES ONLY

Photocopies of all documents must be notarized or certified as being true copies of the original.

Where documents are not in English or French, the principal applicant (PA) must submit a notarized or certified photocopy of the original document, AND a photocopy of the certified or notarized translation.

<p>Travel Documents, Passports, and Visas</p>	<p>For PA, spouse, conjugal or common-law partner, and all accompanying dependents:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Valid regular passport. Include only copies of pages showing the passport number, date of issue and expiry, your photo, name, date and place of birth, and any previous visas and/or visits to Canada. In order to ensure successful immigration processing, it is recommended that passports have an expiry date no less than two years from the date of your Nova Scotia Nominee Program application. <input type="checkbox"/> If you live in a country different from your country of nationality, include a photocopy of your visa for the country where you currently live. <input type="checkbox"/> Post-graduate work permit and all previous temporary residence permits <input type="checkbox"/> All refusal letters from previous attempts to immigrate to Canada through provincial or federal immigration categories. Please include official correspondence associated with each previous application.
<p>Identity & Civil Status Documents</p>	<ul style="list-style-type: none"> <input type="checkbox"/> One passport sized photograph for each family member <input type="checkbox"/> Birth certificates for the PA and spouse, or conjugal or common-law partner <p>If applicable:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Police report(s) <u>if</u> the applicant or any dependent family member over the age of 18 has committed an offense or been convicted of a crime. Please provide a copy of the police report from the country or countries where the offense(s) occurred. In addition to the police report, submit any proof of rehabilitation, if applicable. <input type="checkbox"/> Marriage certificates <input type="checkbox"/> Final divorce, annulment certificates, or separation certificates for you and your spouse <input type="checkbox"/> Death certificate for former spouse, if applicable <p>If the information differs on any of these documents, provide a sworn affidavit explaining the differences.</p>

For the International Graduate continued... Supporting Documentation – provide COPIES ONLY

<p>Children’s Information</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Birth certificates that name both parents <input type="checkbox"/> Adoption papers if applicable <p>If applicable:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Custody and maintenance documents for children under age 18 and <ul style="list-style-type: none"> <input type="checkbox"/> if accompanying, proof that the children may accompany the PA and spouse, conjugal or common-law partner to Canada. <input type="checkbox"/> if not accompanying, proof that your have fulfilled any obligation stated in custody agreements. <input type="checkbox"/> Proof of full-time study for dependent children age 22 years or more. Including: <ul style="list-style-type: none"> <input type="checkbox"/> a letter from each educational institution indicating that the dependent child attended and the time period of attendance, and <input type="checkbox"/> copies of all certificates and diplomas received.
<p>Education/training certification/and licensing/regulatory requirements</p>	<ul style="list-style-type: none"> <input type="checkbox"/> PA’s résumé or curriculum vitae (CV) with accompanying documentation verifying employment history <input type="checkbox"/> All certifications and training obtained by PA and spouse, conjugal or common-law partner <input type="checkbox"/> A letter from the Nova Scotia post-secondary institution indicating the program of study, length of study and date of graduation for PA. <input type="checkbox"/> Proof of certification for PA with a licensing or regulatory association or organization or any permits required (if applicable)
<p>English and/or French Language</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Proof of sufficient English or French language capability for PA to be employable and functional in Nova Scotia based on documentation of language capability which may include: <ul style="list-style-type: none"> <input type="checkbox"/> employer application form, or <input type="checkbox"/> internationally recognized test results, or <input type="checkbox"/> certificates from language classes, or <input type="checkbox"/> letter from educational institution(s), or educational transcripts, or employment references indicating English or French as the principal language of instruction or communication
<p>Proof of transferable funds for settlement</p>	<p>For PA, spouse, conjugal or common-law partner, and all accompanying dependents. You may provide one or a combination of the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Letters from financial institutions indicating balance and transactional history of bank for the last three months <input type="checkbox"/> Bank account statements demonstrating access to transferable, liquid funds and assets <p><i>Please note:</i> Do not include personal items such as jewelry, furniture and vehicles</p>

For the Nova Scotia Employer:

Nova Scotia Nominee Program Forms (NSNP) – provide ORIGINALS

- Submit one completed and signed original form with the NSNP International Graduate application.
- If the International Graduate is nominated and applies for permanent resident visa, then he/she will submit a second copy of the form with the application to the Canadian visa office (Step 6 of the [Application Process](#)).

NSNP 400-: Employer
Application Form

This form must be completed and signed by the authorized signing officer of the company.

Supporting Documentation – provide COPIES ONLY

Job Description	Detailed requirements of the position including the following information: <ul style="list-style-type: none">- Duties and responsibilities- Education and credentials- Work experience, knowledge and skills
Employment offer	An employment offer and related contracts on company letterhead and signed by the authorized signing officer of the company and the Skilled Worker including: <ul style="list-style-type: none">- International Graduate's name- Position title and scope- Hourly salary/wage rate and benefits- Number of hours per week of work