



**Government of
Saskatchewan
Immigration Branch**

Application Guide for Long Haul Truck Drivers **SASKATCHEWAN IMMIGRANT NOMINEE PROGRAM (SINP)**

This Application Guide outlines the requirements for the Long Haul Truck Drivers Project of the Saskatchewan Immigrant Nominee Program (SINP). It includes all the instructions necessary for preparing your application. To find out if you are likely to qualify for the program, read this guide carefully before applying.

Saskatchewan selects the applicants who best meet the requirements of the SINP. Decisions about applications are final.

For more information, please contact:

**Government of Saskatchewan
Immigration Branch**
Saskatchewan Immigrant Nominee Program
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Regina, Saskatchewan CANADA S4P 2C8

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I. What is the SINP?

The Saskatchewan Immigrant Nominee Program (SINP) is an immigration program that the province administers. It operates under an agreement with the federal government. This program can provide a quicker means of entry into Canada; it allows Saskatchewan to nominate applicants to the federal government for landed immigrant status. The SINP offers:

- Applicant selection based on the province's economic and labour force needs;
- Application processing times that are faster than other federal immigration classes; and
- Provincial immigration officers who can explain the program and help applicants.

How the SINP Works

Two-Step Immigration Process

Step 1: Apply to the SINP office for nomination.

- The SINP immigration branch reviews your application.
- If approved, the SINP immigration branch will:
 - Send a nomination certificate to Citizenship and Immigration Canada (CIC); and
 - Send a nomination letter to you explaining how to forward your application to the appropriate CIC visa office.

Step 2: Apply to CIC with your SINP nomination.

- CIC considers your application after they receive the nomination certificate from the SINP.
- CIC does health, security and criminal reviews, and then issues visas to you and your family members.

What is the SINP Long Haul Truck Driver Project?

The SINP Long Haul Truck Driver Project allows Saskatchewan trucking firms to bring workers to the province for occupations requiring a high school diploma or on-the-job training under Service Canada's Temporary Foreign Worker policy.

It was developed in conjunction with the Saskatchewan Trucking Association, Service Canada (SC) and Citizenship and Immigration Canada (CIC) to attract long-haul truck drivers to Saskatchewan.

Long haul truck drivers must first begin working in Saskatchewan for an approved trucking firm on a temporary foreign work permit. If an approved trucking firm offers them permanent employment, **after a minimum of 6 months employment** they may apply to the SINP for permanent resident status.

Who is not eligible to apply under the Long Haul Truck Driver Project?

- Refugee claimants.
- Individuals working in Saskatchewan under a post-graduate work permit (see the SINP Students Category).

You may not be eligible for immigration to Canada if any of the following situations is true:

- You or any dependent family member (accompanying or not) has a serious medical condition;
- You or any dependent family member (accompanying or not) over the age of 18 has a criminal record; or
- You have unresolved custody or child support disputes affecting any member of your family.
- You have intentionally misrepresented yourself in the application.

II. Eligibility Requirements

Principal Applicant – The person (you or your spouse) who has a better chance of meeting the selection criteria for the SINP Long Haul Truck Drivers Project.

Applicants to the SINP Long Haul Truck Drivers Project must already be working in Saskatchewan on a temporary work permit for at least six months in order to apply.

Eligibility

To be considered for the Long Haul Truck Drivers Project you must:

1. Be working on a temporary work permit for an approved Saskatchewan trucking firm for a minimum of six months;
2. Have a current Saskatchewan Class 1A driver's license; and
3. Have an offer of full-time, permanent employment from your employer, which must be an approved trucking firm in Saskatchewan.

III. The Application Process

How to Apply

- Step 1:** Print off the application kit for the Long Haul Truck Driver Project, the provincial forms, the required federal forms and any other federal forms that apply to your situation.
- Step 2:** Read the Application Guide and the instructions for completing your application carefully.
- Step 3:** Obtain all the required supporting documents and make photocopies of them. For a detailed description, see the [Supporting Documents](#) section of this guide.
- Step 4:** Complete the required provincial forms and any other provincial forms that apply to your situation.
- Step 5:** Complete the required federal forms and any other federal forms that apply to your situation.
- Step 6:** Review and organize your completed forms and supporting documents in the same order as the [SINP 100-26 - SINP Long Haul Truck Driver Project Checklist](#). This helps to ensure that you have a complete application package.
- Step 7:** Photocopy all your completed forms and supporting documents and keep the photocopies for your records.
- Step 8:** Mail the original forms and photocopies of your supporting documents to:

Government of Saskatchewan
Immigration Branch
Saskatchewan Immigrant Nominee Program
7th Floor – 1945 Hamilton Street
Regina, Saskatchewan CANADA S4P 2C8

If you have any questions at any time during this process, please contact our office:
Telephone: (Canada 001) 306-798-SINP (7647)
Facsimile: (Canada 001) 306-798-0713
Email: immigration@gov.sk.ca
Website: www.immigrationsask.gov.sk.ca

Who is Included with Your Application?

You must list all dependents on your application to the SINP Skilled Workers Category whether or not they are coming to Canada with you. Accompanying dependents include:

- ***Spouse*** – A husband or wife of the opposite or same sex.
- ***Common-law partner*** – A person of the opposite or same sex with whom you have lived in a committed relationship for at least one year. This relationship is considered to be a marriage but is not a legal marriage.
- ***Dependent children*** – Daughters and sons, including step-children and children adopted before the age of 18 and children who are not in your custody who:
 - Are under the age of 22 and do not have a spouse or common-law partner;
 - Have been full-time students, financially supported by their parents since turning 22 or from the date of becoming a spouse or common-law partner if this happened before the age of 22; or
 - Have depended on your financial support before turning 22 and are unable to support themselves due to a medical condition.

Dependent family members that are not included in your application cannot be nominated for permanent residence as part of your SINP application at a later date.

If you wish to have dependent family members join you in Canada later, you will need to make a separate application to the Government of Canada Family Sponsorship Program or another immigration category. That application will have to be approved before your dependent family members will be allowed to join you. You may want to review the [SINP Family Members Category](#) to determine eligibility.

What Happens to Your Application Package?

Once your application package arrives at our offices, an immigration officer will review it against the eligibility criteria for the Long Haul Truck Driver Project.

- You will be contacted by letter, fax, or electronic mail (e-mail) with the results. The SINP may ask for additional clarification or documentation.
- If you are accepted for immigration under the Long Haul Truck Driver Project, you will be nominated to the federal government for landed immigrant status.

If the SINP decides that you are not eligible for immigration to the province, you may apply again at a later date if your situation changes and you meet the requirements.

If your application is **approved** for nomination, your next steps are:

1. Apply to [Citizenship and Immigration Canada \(CIC\)](#). Your federal forms, supporting documents, and a letter of nomination will be sent to you. You will also receive detailed instructions on sending your application to the appropriate Canadian visa office.
2. The Canadian visa office will send you instructions on medical examinations. The Canadian visa office may require additional documentation at this time. In some cases, you may have to attend an interview.
3. If you meet all the requirements, Citizenship and Immigration Canada will issue permanent residence visas for you and your dependents.

Correspondence Between the SINP and the Applicant

Immigration Representatives

A representative is someone who has your permission to conduct business on your behalf, including your application to Citizenship and Immigration Canada once the SINP has approved your application.

Representatives can be either paid or unpaid. An unpaid representative is a person or organization that does not charge a fee to represent you. This could be a friend or family member. A paid representative must be either a lawyer or a consultant who is registered with the [Canadian Society of Immigration Consultants \(CSIC\)](#).

If you decide to use a representative to help with your application, you will need to complete [IMM-5476: Use of a Representative](#) and submit it with your application.

Designated Individuals

In addition to your paid or unpaid representative, you may choose to let someone else have access to information about your application. For example, if you hire a lawyer to complete your application, you may also want a family member to have access to information about your application.

If you wish to have personal information released to someone who is not your representative, you must:

- Complete [IMM-5475: Authority to Release Personal Information to a Designated Individual](#); and
- Submit both with your application.

Designated individuals will not receive any written communication, but they can receive verbal information about your application by calling (Canada 001) 306-798-7467.

General Guidelines for Completing the Forms

- **All forms require original signatures in ink.**
- Print clearly with a pen or fill out the forms on your computer and print them out.
- Attach a separate sheet of paper if you need more space and indicate the number of the question you are answering.
- **Answer all questions.** If you leave any sections blank, your application may be returned to you. This means that processing will be delayed.
- If any sections do not apply to you, answer with “N/A” (“not applicable”). For example, on [Schedule 1: Background/Declaration](#), question 14 is about past military service. If you have never served in the military, answer this question with “N/A”.
- If your application is accepted and the information you provide on the forms changes before you arrive in Canada, you must inform, in writing, the SINP office and the visa office where you made your original application. Do this even if your visa has already been issued.

General Guidelines for Supporting Documents

- When documents are in a language other than English or French, you must submit a photocopy of the original document and a photocopy of the English or French translation. **Although the SINP accepts photocopies of original documents, CIC may require original documents or certified copies.**
- Translators can be any person other than your family member or spouse. Translators must not work for or be a paid consultant or representative who is preparing the application. You must also supply an affidavit from the translator describing their translation ability. Some Canadian immigration visa offices may require that the translator is certified by a regulatory body as a translator. It is the responsibility of the applicant to ensure that translations meet all federal requirements.
- If documents are missing, not translated, or unclear, your application may not be assessed and returned to you.

IV. Supporting Documents

Supporting documents are the documents required for your immigration application (e.g. documents that prove your identity, work experience, language ability, finances, etc.).

All documents must be clear and easy to read. When documents are not in English or French, you must submit all of the following:

- A photocopy of the original document;
- A photocopy of the English or French translation of the document; and
- An affidavit from the translator describing their translation ability.

1. Temporary Work Permit

The principal applicant must submit a copy of their temporary work permit issued by [Citizenship and Immigration Canada \(CIC\)](#). The permit must show that they have been working in Saskatchewan for an approved Saskatchewan trucking firm for **a minimum of 6 months**.

2. Offer of Permanent Employment from an Approved Saskatchewan Trucking Firm

You must have an offer of full-time, permanent employment from an approved Saskatchewan trucking firm. You must include a letter from your employer, addressed to you, indicating:

- job duties and responsibilities;
- the salary you will receive;
- the benefits provided by the employer; and
- company contact information.

All positions must offer wages and working conditions that match Canadian standards in that occupation.

3. Saskatchewan Class 1A Driver's License

You must include a copy of your Saskatchewan Class 1A driver's license that permits you to work in your current occupation in Saskatchewan. Both the photo ID and the paper portions of the license are required.

4. Service Canada Employer/Employee Contract

You must include a copy of the Service Canada employer-employee contract.

5. Identity and Civil Status Documents

You need to provide the following documents to confirm your identity and civil status:

- Birth Certificates that list both parents for:
 - you (the principal applicant);
 - your spouse or common-law partner (if applicable); and
 - each dependant child whether accompanying you to Canada or not (if applicable).

If you are married, or have been married, you must include:

- Marriage certificate
- Death certificate of former spouse (if applicable)

If you have dependent children, you must include the following documents that apply to your situation:

- Adoption papers;
- Proof of continuous full-time studies for all dependent children aged 22 or older (e.g. letter(s) from the school(s) signed by a school official confirming continued enrollment since turning 22 years of age);
- Final divorce, custody and child support documents;
- A letter from the other parent stating that they are aware of your intention to immigrate to Canada (with or without the child/children) and that there are no outstanding custody or child support issues; and
- Proof of custody for children under the age of 22 and proof that the children may be removed from the jurisdiction of the court.

6. Passports

The expiry date on passports should be two years or more from the date of your SINP application. You will need to include photocopies of pages in your passport that show the passport number, date of issue and expiry date, photo, name, date, and place of birth for:

- yourself (the principal applicant);
- your spouse or common-law partner (if applicable); and
- all dependant children accompanying you to Canada (if applicable).

If you live in a country that is different than your nationality, please include a photocopy of your visa for the country in which you currently live.

7. Police Report(s) (if applicable)

If you or any dependent over the age of 18 has committed an offence or has been convicted of a crime, you must provide a photocopy of a police report from the country or countries where the offense(s) occurred and your current country of residence. In addition to the police report, submit any proof of rehabilitation, if applicable.

V. Important Terms

The following definitions will help you to understand this application guide:

Accompanying Dependent – An individual (spouse, common-law partner, or dependent child), who depends on your financial support and is planning to immigrate with you to Saskatchewan. Accompanying adult child dependents may be included under the SINP Certificate of Nomination if you are approved as a provincial nominee and if the adult child dependent meets at least **one** of the following criteria:

- Is under the age of 22 and does not have a spouse or common-law partner;
- Has been a full-time student, financially supported by their parents since turning 22 or from the date of becoming a spouse or common-law partner if this happened before the age of 22; or
- Has depended on your financial support before turning 22 and is unable to support themselves due to a medical condition.

Adoption – When an adult becomes the legal parent of a child who is not the adult's biological child.

Adoption Papers – The documents that prove you are the legal parent of your adopted child.

Affidavit – A sworn statement in writing. It is a written promise that this is your statement.

Canadian Visa Office – A Citizenship and Immigration Canada (CIC) immigration office outside Canada, typically located at a Canadian Embassy, Canadian Consulate General, or Canadian High Commission.

Certified Copy – An authorized photocopy of a document. To have documents certified, you must take your original documents and a photocopy of each document to an authorized person in your community. They need to sign your copies to prove that the copies are true representations of the original, print their name and position, and if possible, stamp it with their official stamp. Authorized persons include Notary Publics and Commissioners of Oaths.

Child Support – If the parents of a child (or children) are divorced, this is the agreement they have made about who pays for the children's needs.

Commissioner of Oaths – A public official who is present when you make an oath (or sign an affidavit). They sign on your copies that they are true and correct, print their name and position, and if possible, affix an official stamp.

Common-law partner – A person of the opposite or same sex with whom you have lived in a committed relationship for at least one year. This relationship is considered to be a marriage but is not a legal marriage.

Custody Documents – If the parents of a child (or children) are divorced, these are the legal documents that describe the agreement the parents have made about where the children live.

Immigration Representative – Someone who has your permission to conduct business for you with Citizenship and Immigration Canada (CIC). Representatives can be either paid or unpaid. An unpaid representative is a person or organization that does not charge a fee to represent you. This could be a friend or family member. A paid representative must be either a lawyer or a consultant who is registered with the Canadian Society of Immigration Consultants (CSIC).

In-laws – Relatives by marriage (e.g. your wife's father is your father-in-law).

Nominate – The term used by the Province of Saskatchewan to describe the selection of individuals for the Saskatchewan Immigrant Nominee Program dependent on health, security, and criminality screening by CIC.

Notary Public – (also called a notary) This is a public official who verifies that documents are real and/or official. They sign on your copies that they are true and correct, print their name and position, and if possible, affix an official stamp.

Oath – A promise that a statement is true.

Permanent Resident – This is a person who lives legally in Canada as a landed immigrant but is not yet eligible to apply for Canadian citizenship or does not have Canadian citizenship yet.

Principal Applicant – The person (you or your spouse) who has a better chance of meeting the selection criteria for the SINP Long Haul Trucker Drivers Project.

SINP Long Haul Truck Driver Project – The SINP Long Haul Truck Driver Project allows Saskatchewan trucking firms to bring workers to the province for occupations requiring a high school diploma or on-the-job training under Service Canada's Temporary Foreign Worker policy. Long haul truck drivers can begin working in Saskatchewan for approved trucking firms on a temporary foreign work permit. If an approved trucking firm offers them permanent employment, **after a minimum of 6 months employment** they may apply to the SINP for permanent resident status.

Spouse – A husband or wife of the opposite or same sex.

Supporting Documents – The documents required for your immigration application (e.g. documents that prove your identity, work experience, language ability, finances, etc.). See the [Supporting Documents](#) section of this guide for more information.