

# Applying for a Temporary Resident Visa/Entry Visa

Your Temporary Resident Visa (TRV) or Entry Visa allows you to enter Canada. You must make sure that your TRV is valid every time you wish to enter Canada. Do not travel until you have a valid document.

## Do I need a Temporary Resident Visa (TRV)?

Citizens from certain countries require a TRV in order to seek entry to Canada. To find out whether you need one, please visit the Immigration, Refugees and Citizenship Canada (IRCC) website: <https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/check-visa-eta.html>.

## Entering Canada after a visit solely to the United States

If you are visiting the United States only and you wish to return back to Canada, you may seek re-enter to Canada without a valid TRV only if you have a valid study permit, passport **and** you will return to Canada before the end of your approved stay in Canada. Also, your valid study permit must have been issued before you left Canada for your United States visit. If you need to return to Canada and you do not have a valid TRV, you are advised to print out the *Regulation S190* from the *Immigration and Refugee Protection Regulations* to show to the Canadian officer on your return: <https://laws-lois.justice.gc.ca/eng/regulations/sor-2002-227/section-190.html>. Specifically, you may show to the officer Regulation S190(3)(f).

## My TRV has expired but I need to travel and I don't have time to apply in Canada

If you need to travel unexpectedly, you may be able to apply for a TRV in your home country. Make sure that you take the supporting documents with you and verify the IRCC visa office instructions for your home country. Please note that if your application for a TRV is refused in your home country, you may not be able to return to Canada. **Do not travel without consulting an Advisor.**

## Before you begin:

To apply for a TRV from within Canada, make sure that you have collected all the supporting documents:

- Verification of Enrolment from Okanagan College (OC) – request using the webpage: <https://forms.office.com/r/WKsGHEA6HH>, OR using the OC [iCent app](#), available for FREE download – may take up to 15 business days processing time  
**Note:** Once you've completed your study program, a Verification of Enrolment cannot be issued; in this case, you would receive program completion documents (i.e., degree/diploma/certificate Credential and final Official Transcript) from OC
- Official** transcript – this can be requested from your myOkanagan account
- Digital photo meeting the requirements explained here: <https://www.canada.ca/en/immigration-refugees-citizenship/services/application/application-forms-guides/temporary-resident-visa-application-photograph-specifications.html>
- Valid passport – passport must have at least one blank page other than the last page available in each passport
  - Combine scanned copies of biodata page (i.e., page stating your name, date of birth, passport number, etc.) and ALL marked/stamped/visa pages of passport in a single PDF file
- Copy of your valid study permit
- Copy of your marriage certificate or license (if applicable)
- Application fee (CAD \$100.00, and *if applicable*, biometrics fee of CAD \$85 – subject to change)
- Credit card for the application fee
- Proof of funds for the duration of your remaining studies. Documents may include: most recent 4 months' bank statements or sponsorship agreement, signed and dated letter from your financial supporter, your financial supporter's employment letter or evidence of other sources of income, financial supporter's identity document (e.g. scanned copy of biodata page of their passport), any document to show your relationship with financial supporter (e.g. birth certificate)
- If you're currently working in Canada on your post-graduate work permit, include:



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□ Employment letter from your employer (as proof of current employment) and your work permit copy

*Note: You may be required to provide additional supporting documents, and all documents to be in English or French.*

## Applying Online

### Step 1: Request your Verification of Enrolment Letter and Transcript

Submit your Verification of Enrolment Letter request using the webpage: <https://forms.office.com/r/WKsGHEA6HH>. You can order your official transcript directly from your MyOkanagan account.

### Step 2: Create your IRCC account (if you don't have one already)

You can create a free GCKey (Government of Canada) account here: <https://www.canada.ca/en/immigration-refugees-citizenship/services/application/register.html> Keep your security questions in a safe place.

### Step 3: Scan and attach all supporting documents

- Upon logging into your IRCC account, click “Start an application”, and then “I do not have a personal reference code”. You must now answer the series of questions, and once completed, a personal documents checklist will be generated to upload the documents to your account.
- For “What would you like to do in Canada?”, select “Study” (as you have a valid study permit).
- For “How long are you planning to stay in Canada?”, select “Temporarily – more than 6 months”
- For “What is your current country/territory of residence?”, select “Canada”
- For “What is your current immigration status in Canada?”, select “Student” as you have a study permit
- Answer next questions. When you see different options such as Temporary Resident Visa or Post-Graduate Work Permit - in Canada, select “Temporary Resident Visa” and click Continue.
- For “Which of the following best describes your situation?”, select “I have a study permit”.
- Click the “?” icon next to each document name in the Your Document Checklist webpage for further instructions. Save your documents to your computer and upload them to your online application. The overall size of each file to upload must be less than 4 MB. You may use Adobe Acrobat to reduce file size.

In the optional “Client Information” section, create a simple explanation letter, explaining why you are applying for a new TRV, and include your current study permit underneath.

### Step 4: Wait for IRCC to request your passport

If your application is complete and nearing completion of processing, IRCC will request your passport. Make sure to check your IRCC account and your email regularly for this IRCC request/correspondence letter. Do not mail your passport to IRCC until you have been asked to do so.

### Step 6: Send your passport

Review the instructions in the IRCC request/correspondence letter to learn about how/where to send your passport.

