

IMMIGRATION CHECKLIST

FOR FOREIGN NATIONALS ENTERING CANADA TO WORK

Foreign nationals entering Canada to work must obtain authorization in the form of a work permit. Durations of the permits may vary, but most applicants are issued three year work permits that allow for multiple entries and renewal. Most work permit categories lead to permanent residence options, often after just one year of employment in Canada.

CANADIAN WORK PERMIT ELIGIBILITY GUIDELINES:

- ▶ Applicants must have a job offer or arranged employment with a Canadian employer.
 - Documentation to support this includes: contract, letter of support, and/or engagement letter
 - Information about the employer in Canada from its website
- ▶ Receipt of \$230 for offer of employment government fee, paid online by the employer in advance of submitting work permit application.
- ▶ Documentary evidence to support qualification for job offer.
 - Letter from an immigration representative confirming legal foundations for work permit qualification
 - Resume
 - Valid passport and visa/Electronic Travel Authorization
 - Copy of a degree, diploma, or certificates
- ▶ Temporary intent.
 - Foreign nationals must understand that work permits are temporary in nature and they are required to leave at the end of their authorized stay
 - Temporary status must be maintained irrespective of a pending permanent residence application
- ▶ No public health or safety concerns.
 - Any criminal history must be disclosed, but it is not necessarily a barrier to obtaining the work permit
 - Any communicable disease or existing illness that may create excessive demand on the healthcare system must be disclosed, but it is not necessarily a barrier to obtaining the work permit
 - It is recommended that applicants clear these concerns with an immigration professional in advance of travel
- ▶ Travel documents and authorization for family members.
 - Spouses who are married or in common law relationships (including same sex couples) are eligible to obtain a work or study permit, or can remain as visitors for the duration of the assignment
 - Minor children are eligible to attend primary and secondary school without needing a study permit
 - Adult children may accompany the principal applicant if they are considered dependent due to a physical or mental condition
- ▶ Work permit holders are eligible for provincial health care coverage if they reside full time in that province.
- ▶ Work permit holders must obtain a Social Insurance Number and are generally deemed residents of Canada for tax purposes.

FOR MORE INFORMATION, PLEASE CONTACT:

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