Temporary Residents Applying from abroad
Current Temporary Resident Application Process for Visa Required Applicants (excluding eTA)

- **APPLICATION SUBMISSION**
  - Client submits their application and pays their application and biometrics fees.
  - This can be completed online, by mail, or in-person at a VAC.

- **BIOMETRICS COLLECTION**
  - Client receives the Biometric Instruction Letter (BIL).
  - If the client is applying in-person, the application and biometrics collection can be completed at the same time at a VAC.

- **APPLICATION ASSESSMENT**
  - Officer conducts an assessment (including eligibility and admissibility) of the application including all documentation provided and biometric results.

- **DECISION**
  - Officer informs the applicant of the final decision.
  - If APPROVED, client will receive visa and can travel to Canada for the intended purpose.
  - If refused, client is informed and biometrics are still valid for up to 10 years.

- **ENTER CANADA**
  - At Port of Entry, client may be subjected to systematic or discretionary biometric verification.
  - Permit is issued.

Client is able to enter Canada

**Visitor Records are not entry documents. If you leave Canada, you must have a valid TRV to re-enter unless entering through a land POE of a bordering nation (ie: USA / St. Pierre and Miquelon.)**
Current Temporary Resident Application Process for non-Visa Required Applicants (eTA Eligible)

Step 1: apply for eTA

Client must submit their eTA application online and pay the required fee.

Application is automatically assessed.

If additional information is required, IRCC will contact the applicant via email.

If approved, client receives online notification that they can travel to Canada. eTA valid for 5 years.

If refused, client receives online notification. Can re-apply at a later date.

Step 2: Client applies concurrently for Work, Study and/or Temporary Resident Permit Application

Travelling without providing biometrics and without finalization of the required visa approval can result in client delays or being refused entry to Canada.
Temporary Residents
Who can apply from within Canada
There are cases in which clients may be eligible to apply for a Study Permit (SP) or Study Permit Extension (SP-Ext) from within Canada. As there is currently no In-Canada biometric collection, the client may be exempt under Public Policy. There may be additional guidelines applicable to the scenarios listed below. It is recommended that clients review the application guides on the IRCC website or contact IRCC for additional details.

Students may be eligible to apply for a change of status from within Canada.

The Public Policy will no longer be in place once In-Canada Service becomes available:

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### Eligible to apply for Study Permit from within Canada

- **Primary or Secondary School Student**
  - *Under 14 not bio required*
- **Exchange or Visiting Student**
  - *Under 14 not bio required*
- **Completed a short-term course or study program, which is a condition for being accepted at a DLI (Designated Learning Institution)**
- **Holder of a Temporary resident permit (TRP) valid for at least 6 months, and/or their family members**
- **Family member of:**
  - athletes on a Canadian-based team
  - media representative
  - members of the clergy, or
  - military personnel assigned to Canada
- **A foreign nationals and their family members subject to an unenforceable removal order, including refugee claimants.**
- **In-Canada permanent resident applicants and their family members who are deemed eligible for PR status in one of five specific classes.**

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### Study Permit Extensions from within Canada

- **Extend your stay to continue your studies**
- **Change the conditions of your stay**
- **Change your type of temporary status**
  - (eg. SP to WP or SP to visitor)
- **Correct problems with your status**
  - (eg. Name change)

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**If you’re in Canada and none of the options above describe you, you need to follow the instructions for applying for a study permit from outside Canada.**
Within Canada, clients are eligible to apply for a Visitor Record (VR) to extend their stay, and in specific cases may apply for a Temporary Resident Visa (TRV). Clients who are in Canada as Visitors cannot change their status to a Student or a Worker from within Canada. While clients can submit an application for a TRV online, the application assessment and biometrics collection must be completed outside of Canada.

**Visitor Records are not entry documents. If you leave Canada, you must have a valid TRV to re-enter unless entering through a land POE of a bordering nation (ie: USA / St. Pierre and Miquelon.)**
There are cases in which clients may be eligible to apply for a Work Permit (WP) or Work Permit Extension (WP-Ext) from within Canada. As there is currently no In-Canada biometric collection, the client may be exempt under Public Policy. There may be additional guidelines applicable to the scenarios listed below. It is recommended that clients review the application guides on the IRCC website or contact IRCC for additional details.

Workers may be eligible to apply for a change of status from within Canada.

The Public Policy will no longer be in place once In-Canada Service becomes available:

<table>
<thead>
<tr>
<th>Eligible to apply for Work Permit from within Canada</th>
<th>Work Permit extensions from within Canada</th>
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<tbody>
<tr>
<td>You, your spouse or parents have a valid study or work permit,</td>
<td><strong>If you are already in Canada as a visitor, you may not apply from within Canada.</strong></td>
</tr>
<tr>
<td>You have a work permit for one job but want to apply for a work permit for a different job,</td>
<td>You must apply for a work permit at a Canadian visa office abroad.</td>
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<tr>
<td>You have a temporary resident permit that is valid for six months or more.</td>
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