



Study Permit and Visa Renewal

School District #22 (Vernon)
International Student Program

The information contained here is for informational purposes only and should be verified on the Citizenship and Immigration Canada website. Where there are any discrepancies between this document and the official CIC website, the CIC website should always be taken as the official regulations. You can find the CIC website at www.cic.gc.ca

What is a Study Permit?

A Study Permit is a document issued by Citizenship and Immigration Canada that allows someone who is not a Canadian citizen or permanent resident of Canada to study in Canada.

The Study Permit is required for those who are pursuing a program of study that is longer than 180 days, or six months. Those studying for less than 180 days are not required to obtain a Study Permit. However, if there is even a slight chance that you might choose to remain longer, you are encouraged to apply for the Study Permit prior to departing for Canada.

What is a Visa?

A Temporary Resident Visa (TRV) or Visa, as it is commonly known, is a document issued by Citizenship and Immigration Canada that allows someone who is not a Canadian citizen or permanent resident of Canada to enter the country.

Do I need a Temporary Resident Visa?

Not all students will need a Visa. It is determined on a country-by-country basis. To confirm whether or not you need a Visa, visit the Citizenship and Immigration website (www.cic.gc.ca/english/visit/visas.asp).

What is the difference between a Temporary Resident Visa and a Study Permit?

A Temporary Resident Visa is the document that allows you to enter Canada. A Study Permit allows you to attend school during your stay and dictates how long you are permitted to remain in Canada. They are not the same document and not every student will require both documents. Be sure to consult Citizenship and Immigration Canada website for confirmation.

How do I extend or renew my Study Permit?

If your Study Permit will expire before you will complete your academic program, you will need to renew your Study Permit. Do not let your Study Permit expire! Please note that while Vernon School District can support your application procedure, it is your responsibility to ensure your travel documents are all current and up to date.

You may apply to renew your Study Permit as early as 90 days before it expires. Citizenship and Immigration Canada advises students to apply for Study Permit renewals at least 30 days before the current permit expires.

Changing the status of your Study Permit is different than renewing your Study Permit. "Renewing" refers to you studying in the same program for a longer period of time. "Changing the status" refers to you changing institutions, level of study, or type of program. Please note if you are changing the status of your Study Permit you should do so immediately upon receiving confirmation of the admission to the new program, regardless of how much time remains on your current Study Permit.

To renew your Study Permit, you will need to complete an Application to Change Conditions or Extend Your Stay in Canada. The application and all required supporting documents should be mailed to the Case Processing Centre in Vegreville, Alberta. Application kits and detailed instructions are available on the Citizenship and Immigration Canada website at www.cic.gc.ca/english/applications/extend-student.html or from the International Student Programs office at the School District Office.

Study Permit renewal times vary throughout the year. Citizenship and Immigration Canada posts the current processing times for all permits processed within Canada on their website. To find out the current processing times, visit: www.cic.gc.ca/english/department/times/process-in.html

How much does a Study Permit renewal cost?

The fee to renew is \$125 to renew a Study Permit.

There are two methods of payment:

1. Obtain a receipt form from CIC (available on the Citizenship and Immigration Canada website at www.cic.gc.ca/english/information/applications/index.asp Scroll to the bottom of the page and select "order an original receipt" OR visit the Vernon School District International Student office to obtain a form from them). Take the receipt and your payment to a financial institution where you can make your payment. They will stamp the form and return two copies to you. Include Copy 2 with your completed application.
2. You can also make your payment on the CIC website with a credit card (Visa, MasterCard, or American Express) at <https://services3.cic.gc.ca/epayweb/Welcome.do?lang=en> Print the CIC official receipt and fill in the Payer Information section. Then attach the bottom portion (Copy 2) of this receipt to your completed application.

What happens if my Study Permit Renewal is not processed before my current Study Permit expires?

If you apply to renew your Study Permit before it expires, but Immigration does not finish processing it before the expiry date, you may continue to study until your application is processed and a decision is reached by the Case Processing Centre.

Students in this situation have implied status. Implied status allows you to continue studying according to the conditions of your expired Study Permit while you are waiting for your Study Permit renewal to be processed. To qualify for implied status, you must have sent a complete application for a Study Permit to the Case Processing Centre before your current Study Permit expired.

Students are encouraged to send their Study Permit renewal applications to the Case Processing Centre by XpressPost so that they can confirm the date the application was delivered. Do not lose your XpressPost tracking number. You may need it to prove that your application was delivered to the Case Processing Centre before your current Study Permit expired.

Where to I get the application forms?

Application kits and detailed instructions are available on the Citizenship and Immigration Canada website at www.cic.gc.ca/english/applications/extend-student.html

Do you have contact information for Citizenship and Immigration Canada?

The mailing address for CIC is:
Citizenship and Immigration Canada – Study Permit
Case Processing Centre Unit 101
Vegrevill AB T9C 1X5

The phone number is 1-888-242-2100.

I am still confused – who can help me?

Contact the School District #22 International Programs office at 250-549-9295.

Transit Visas (USA and Europe)

What is a Transit Visa?

A Transit Visa is a document that allows you to pass through another country when you travel from your home country to Canada (or vice versa). If your flight takes you through a third country where you will not stay for any longer than it takes to board your next flight, you may need a Transit Visa. If you plan to stay in the third country for any longer than this, you will need to obtain a Visitor Visa.

Most students requiring a Transit Visa will pass through the United States of America, Germany, or the United Kingdom en route to and from Canada.

Transit Visas are the sole responsibility of the student. Be sure to consult your travel agent or the relevant mission or embassy for details.

Useful websites:

United States of America: www.unitedstatesvisas.gov

United Kingdom: www.ukvisas.gov.uk/

Germany: www.germany.info/relaunch/info/consular_services/visa/transit.html