

UNIVERSITY STUDENTS – CHECKLIST 2010

APPLICATION DEADLINE

It is strongly recommended that you submit your application by 01 August, 2010 for September entry and by 01 December, 2010 for January entry. **Applications submitted after 20 August and 20 December will not normally be processed in time for the start of class and will likely be refused.**

PRE-APPLICATION MEDICAL EXAMINATION **New**

As of 31 March 2010, University students may have their medical examination before submitting their Study Permit application by visiting one of the Designated Medical Practitioners (DMP) in India, Nepal, or Bhutan. Find list at <http://www.cic.gc.ca/dmp-md/medical.aspx>

When visiting the DMP, you must bring the following documents: 5 passport pictures; your original passport; a photocopy of your passport bio data page, your letter of acceptance from a Canadian university, and your complete residential address, including district and state. Your address must be clearly written on the back of the copy of your passport bio data page. The address indicated must be **your residential address**, not your mailing address, and not the address of your agent or representative. The address will determine where your medical results will be sent, to our office in Delhi or in Chandigarh.

After the completion of your medical examination, the DMP will provide you with one copy of your medical examination form. This form must be submitted together with your Study Permit application. Please submit your application about one week after your examination was done. Submission of this form does not guarantee approval of your application. Do not make any commitments until your Study Permit application has been approved. All costs for the medical examination are payable by the applicant and non-refundable. **You must subsequently submit your application at the visa office responsible for your area of residence*. Failure to do so will result in delays due to file transfer.**

* See section entitled “Applications Outside Jurisdiction” at www.vfs-canada.co.in for details.

Important:

It is not mandatory to complete a medical examination prior to submission of your application. However, doing so may result in faster processing. If you took your pre-application medical examination, please tick SET IV below. Medical results are valid for one year. Do not undergo a subsequent medical examination if you had one in the last year.

CHECKLIST INSTRUCTIONS

The documents listed on the following page are numbered and divided into Set I, II, III and IV. While assembling your application please mark the documents for easy reference (i.e. with tabs or markers). **Please take special note of STRONGLY RECOMMENDED items in Set II and Set III. These documents, in bold print, are not mandatory, but are recommended to ensure timely processing of your application.**

The web-site listed below links to student applications forms. Please download only the application, Personal Information Form, and Use of Representative form (if applicable) from this site. Forms are located under the “Student” heading <http://www.vfs-canada.co.in/visaapplication.html>

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DOCUMENTS CHECKLIST

SET I

- Checklist – Ensure you attach this checklist as a cover sheet on your application**
- Current Passport.
- Application form (two recent, original passport-sized photos to be attached to form.)
- Personal Information Form
- Student Questionnaire (please use questionnaire attached to this message until the questionnaire is up-dated on the web-site)
- Letter of acceptance from a Canadian educational institution showing planned start and end date of program and any conditions upon acceptance into program
- Use of a Representative form (IMM 5476)
- For Quebec-bound students only- Copy of Certificat d'acceptation du Québec-CAQ

Items in bold print below are **STRONGLY RECOMMENDED**

SET II

- IELTS test results taken within last 24 months with overall band not less than 6.0**
- Copy of: most recent diploma/leaving certificate, and most recent mark sheets**
- Other educational certificates/diplomas/degrees (including mark sheets)

SET III

- Copy of receipts for payment provided by the Canadian educational institution (**pre-payment of first term is recommended**)
- Copy of an Educational Loan from an *Indian Chartered Bank* equivalent to at least 80% of tuition +living + travel expenses for one academic year (normally, first year's tuition unless already paid, plus \$8000). See information on the next page for the list of acceptable banks.**
- Form 16 for salaried employees or income tax return document
- Bank record showing transaction history for: current month, as well as bank record from 6 months ago, and from 1 year ago for the same bank account

SET IV

- Copy of medical examination form IMM1017 if you opted to undergo a medical examination before submitting your application.

DO NOT PROVIDE ANY ADDITIONAL DOCUMENTS UNLESS REQUESTED TO DO SO BY A VISA OFFICER. Example of documents not to be submitted with study permit applications include: fixed deposits, property documents, documents from chartered accountants, jewellery assessments, life insurance policies

Declaration: All documents checked are included. I attest to the truthfulness of the documents/information included in this application. Misrepresentation of any material fact will lead to my being refused and being found inadmissible to Canada for a period of 2 years
Applicant Name: _____ Signature: _____

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Additional requirements for Minor children:

i) Minor children* going to Canada to study must also provide proof of a custodian in Canada. As proof, they must submit notarized declarations – one signed by the parents or legal guardians in the country of origin, as well as one signed by the custodian in Canada – stating that arrangements have been made for the custodian to act in place of a parent. A standard custodianship agreement can be found at <http://www.cic.gc.ca/english/pdf/pub/custodian-parent.pdf>

AND

i) Children under 16 travelling without one or both parents or without a legal guardian must provide a notarized authorization for travel signed by both parents or by the parent or legal guardian not travelling. This authorization should be available for presentation at the Canadian Port of Entry.

(*Children under **18 years of age** in Alberta, Manitoba, Ontario, Prince Edward Island, Quebec and Saskatchewan will require a custodianship form. Children under **19 years of age** in British Columbia, New Brunswick, Newfoundland and Labrador, Nova Scotia, Northwest Territories, Nunavut and the Yukon will require a custodian form)

Acceptable financial institutions in India

The Education Loan must be provided by a bank governed by the central bank of India. All international banks operating in India also meet these criteria.

Andhra Bank Allahabad Bank AXIS Bank Ltd Bank of Baroda Bank of India Bank of Maharashtra Bank of Punjab Ltd BNP Paribas Canara Bank Central Bank of India Centurion Bank of Punjab Ltd Citibank Corporation Bank Dena Bank Federal Bank Ltd HDFC Bank Ltd Hongkong and Shanghai Banking Corporation IDBI Bank Ltd Indian Overseas Bank Indian Bank Ing Vysya Bank Ltd	Indusind Bank Ltd ICICI Banking Jammu & Kashmir Bank Ltd Karnataka Bank Ltd Kotak Mahindra Bank NOVA Scotia Bank Oriental Bank of Commerce Punjab National Bank Punjab and Sind Bank South Indian Bank Ltd Standard Chartered Bank State Bank of India State Bank of Bikaner and Jaipur State Bank of Hyderabad State Bank of Indore State Bank of Mysore State Bank of Patiala State Bank of Saurashtra State Bank of Travancore Syndicate Bank UCO Bank Union Bank of India United Bank of India Vijaya Bank
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