

Checklist for Regular Study Permit Program
学习许可- 普通学生项目

Name: _____ Passport Number: _____ Group No. if applicable: _____	PO/SO	/	
	DO		
	PDF		
	QC		
	IRCC		
Comments:	Yes/有?	No/ If not, why not? 没有? 如没有, 注明原因	For official use: dox present?
1	Completed "Application For Study Permit Made Outside Of Canada" form (IMM 1294) for each applicant. Print the same including the barcodes generated on the last page. 每位申请人完整填写并打印包含生成条形码的“加拿大境外提交学习许可”申请表(IMM1294)。		
2	Completed "Family Information Form IMM5707" and "Details of Education and Employment Form" for the applicant, completed in English or French AND Chinese. 申请人完整填写的“家属表 IMM5707”和“教育及就业细节表”，请使用中英文或中法文填写。		
3	Completed "Details of Education and Employment Form" for the applicant's father and mother, completed in English or French AND Chinese. 申请人的父亲和母亲完整填写的“教育及就业细节表”，请使用中英文或中法文填写。		
4	Two (2) identical photos of each applicant colour or black and white taken against a plain white or light coloured background within the last 6 months. The frame size is 35mm X 45mm. On the back of each photo, write the name in pinyin and date of birth (day/month/year) of the person appearing in the photo. 每位申请人需递交两张相同的在最近六个月内拍摄的彩色或黑白照片，背景为纯白色或浅色。相片外框大小为35毫米X 45毫米。每张照片后以拼音注明此人的姓名及出生日期（日/月/年）。		
5	A valid passport for each applicant. There must be one completely blank page other than the last page, available in each passport and each passport must be valid for at least six (6) months prior to travel. 每位申请人的有效护照。每本护照须包含除最后一页外的至少一整页空白页、且护照必须在行程前至少六个月有效。		
6	Custodianship declaration from applicant's parent(s) and from the custodian in Canada if applicant is under 18 years of age. 如果申请人未满18岁，那么需要提供申请人的父母及其加拿大监护人的监护声明书。 https://www.canada.ca/content/dam/ircc/migration/ircc/english/pdf/pub/custodian-parent.pdf		

7	<p>A copy of a valid Letter of Acceptance from the Admissions/Registrar's Office of one of the Designated Learning Institution in Canada OR a valid letter of acceptance of applicant's primary or secondary institution. 一份来自加拿大指定的学习机构（DLI）录取/注册办公室的课程录取通知书副本， 或由省级公立和私立中小学教育机构录取/注册办公室所出具的课程录取通知书副本。 https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/study-permit/prepare/designated-learning-institutions-list.html</p>			
8	<p>If applicant is intending to study in Québec: Evidence of a valid Certificat d'acceptation du Québec (CAQ). 如果申请人打算在魁北克学习：请提供有效的魁北克省接收函(CAQ)。</p>			
9	<p>A Study Plan including : A description of applicant's program of studies as it relates to his/her academic, technical, or vocational background and future career goals (maximum 1 page long). 学习计划陈述：根据你的学术，技术或职业背景来描述你的学习计划和未来的职业目标（最长1页）。</p>			
10	<p>An official and original copy of applicant's most recent secondary or post-secondary degree, diploma or certificate, and most recent transcripts. 提供申请人最近就读高中或高等教育院校所获得的学位、学历或证书的正式原件，以及最近的课程成绩单原件。</p>			
11	<p>"Use of representative form" (IMM5476) if someone has assisted the applicant in completing the application. 如有第三方人士帮助申请人准备此次申请，请填写“代理人信息表” (IMM 5476)。</p>			
12	<p>A copy of the medical examination form given to applicant by the Panel Physician. (If a medical examination has been completed.) 由指定体检医师提供的体检表格副本 (如果体检已完成)。</p>			
13	<p>Completed and signed VAC Consent Form. 完整填写并签名的中心服务同意书。</p>			
14	<p>Copy of applicant's national identity document (two sides). 申请人本人中国身份证复印件(正反面)。</p>			
15	<p>The application processing fee is non-refundable. 申请受理费不予退还。</p>			
16	<p>Police certificates: If applicant is 18 years old or above, he/she must obtain a police certificate from each country or territory where he/she has lived for six consecutive months or longer since reaching the age of 18. 若申请人年满18岁及以上，请递交从18岁之后连续居住6个月或以上的每个国家和地区的无犯罪证明。</p>			
17	<p>Original household registration (hukou). 申请人居民户口簿原件（户口本）。</p>			

18	<p>Applicant must show he/she has sufficient funds available to cover his/her stay in Canada. At a minimum, this would be \$10,000CAD per year. Include evidence of accumulated funds that show a history of at least twelve (12) months. Examples of documents applicant can submit: 申请人必须证明有足够资金负担在加拿大居住的费用。目前要求一年最少一万加元。反映至少十二个月资金累积历史的证明，要求如下：</p> <ul style="list-style-type: none"> • Original Certificates of Deposit, dated within the last two (2) months showing current funds available; 日期为最近两个月内的显示现有可用资金的存款证明原件； • Original deposit slips and/or original bank passbooks; 存单原件及/或存折原件； • Original house/vehicle certificates; 房产证原件、车辆登记证原件； • Written explanation as to the source of funds. 资金来源的书面说明。 <p>**Do not submit life insurance booklets or other contracts **请不要递交人寿保险单或其它合同</p>			
19	<p>Evidence of the income/employment of applicant's parent(s).: Original letters of employment from the current employer (If either or both of your parents own a business or part of a business: A notarized copy of the business registration) 申请人父母的收入/雇用证明：申请人父母各自的现任雇主出具的工作证明信原件（如果父/母一方或双方拥有或部分拥有某公司，请递交：营业登记证的公证件）。</p>			
20	<p>If applicable, scholarships/other funding: Original letter containing details of the funding the applicant is to receive during each year of applicant's proposed course of study. 如果申请人将获得奖学金/其它经济资助：详细说明预期学习期间每年申请人将获得资助的文件原件。</p>			

Note/注意：

-All Documents in Chinese must be accompanied by an English or French translation.

所有中文文件必须附有英文或法文的翻译件。

-Please note that the processing fee is non-refundable for any application that is withdrawn or refused.

请注意任何撤销或被拒签的申请受理费不予退还。

-The applicant/agent understands that the documents on the right side of the file will not be returned.

申请人/代理已获悉所有在文件袋右边的申请材料将不会被返还。

<p>1. The applicant has confirmed that s/he has no other documents to submit. 申请人已经确认她/他不提交其他文件。</p>	
<p>2. The applicant has submitted the supporting documents above. I have advised him/her that failure to submit all necessary documents may result in the application being refused, but s/he has chosen to proceed with the application. 申请人已经递交了上述文件，我已通知其不提交所有必要文件会导致被拒签，但其选择继续提交申请。</p>	
<p>Visa Fee 签证费_____</p> <p>Logistic Fee 递送费_____</p> <p>Courier Fee 快递费_____</p> <p>Other Fees 其他费用_____</p>	<p>Signature of Applicant/ Representative</p> <p>申请人签名或代办人签名:_____</p> <p>Date 日期: _____</p> <p>TEL 电话:_____</p>