

## Current Students

### **Requirement to Actively Study**

As of June 1, 2014, all study permit holders in Canada will need to actively pursue their studies. As a UVic student, this means that you must remain enrolled and make reasonable and continuous progress towards completing your program.

Your study permit will become invalid 90 days after you complete your studies or on the expiry date of your study permit, whichever is sooner.

### **Extending, Modifying or Restoring Your Study Permit**

If you want to extend your stay in Canada as a student, then you must apply to Citizenship and Immigration Canada to do so. It is very important that you apply **before** your current study permit expires.

International students are encouraged to submit an extension application 90 - 120 days before their current study permit expires. If you need to submit an extension application more than 120 days before your current study permit expires, provide the reason in a letter of explanation and include this letter in your application.

There are two ways to apply to extend your study permit. The first is online through your MyCIC account. The second is to submit an application by mail to the Citizenship and Immigration Canada processing centre in Vegreville, Alberta.

Instructions and requirements for a study permit extension application can be found on the Citizenship and Immigration Canada [website](#).

Follow this same process for an application to change the conditions of your study permit.

Processing times can be found on the Citizenship and Immigration Canada [website](#).

If you apply to extend your study permit, and it expires before you receive an answer, then you can continue to study in Canada until you receive a decision, so long as you continue to comply with the conditions on your expired study permit. In this situation, you are considered to have implied status as long as you remain in Canada.

If your study permit expires and you have not yet applied to extend it, then you will lose your status as a student. You will only be able to restore your status as a student if you apply within 90 days of your study permit's expiry. Follow the same process as for a study permit extension application, but be sure to pay the additional fee. You **must not study** while Citizenship and Immigration Canada processes your restoration application.

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### **Applying for a Temporary Resident Visa**

You can be inside Canada with an expired temporary resident visa. However, if your temporary resident visa has expired, or if it was only valid for a single entry to Canada, then you must [apply for and obtain a new temporary resident visa](#) before attempting to re-enter Canada.

You may apply for a new temporary resident visa online, by mail to the Citizenship and Immigration Canada processing centre in Ottawa, Ontario, or at a Canadian visa office or visa application centre located outside Canada. The Citizenship and Immigration Canada [website](#) contains a helpful chart for determining which visa office will process your application. Click the appropriate city link on the chart to find a list of visa application centres responsible for servicing that visa office.

Instructions and requirements for a temporary resident visa application can be found on the Citizenship and Immigration Canada [website](#).

Processing times can be found on the Citizenship and Immigration Canada [website](#).

It is not possible to transfer a temporary resident visa from an old passport into a new passport. However, if your passport has expired, and your temporary resident visa in the old passport is still valid, you can continue to use it until it expires as long as you can present both your new and old passports when seeking entry to Canada.

*\*Important note: as of March 15, 2016, most foreign nationals who are exempt from the requirement to obtain a Temporary Resident Visa (“TRV”) to enter Canada will be required to obtain an electronic Travel Authorization (“eTA”) before they travel to Canada by air. As of August 1, 2015 eTAs are being automatically issued with successful applications for a new Canadian study permit made overseas and all successful applications for a new Canadian work permit. Please see our section on eTAs [insert link here] to see whether you will require an eTA prior to entering Canada.*

### **Replacing a Lost, Stolen, or Destroyed Study Permit**

If your study permit is lost, stolen, or destroyed, then you will need to obtain another one.

The process is to submit an application by mail to the Citizenship and Immigration Canada operations support centre in Ottawa, Ontario. Instructions and requirements for this type of application can be found on the Citizenship and Immigration Canada [website](#).

Processing times can be found on the Citizenship and Immigration Canada [website](#).

Please note that just because you no longer possess your original study permit does not mean that your status in Canada is voided. However, for identification purposes, we recommend obtaining a new copy of your study permit as soon as you realized that it is gone.

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### **Changing an Error on Your Study Permit**

If your study permit contains incorrect information, then you will need to request an amendment.

One possible error may be that your study permit does not indicate in its notation that you “may accept employment” or “may work” in Canada, even though you should be eligible.

The process is to submit an application by mail to the Citizenship and Immigration Canada operations support centre in Ottawa, Ontario. Instructions and requirements for this type of application can be found on the Citizenship and Immigration Canada [website](#).

Processing times can be found on the Citizenship and Immigration Canada [website](#).

### **Changing a Program of Study**

If you want to change your program, field of study, or level of study at UVic, then you may do so without applying to change the conditions on your study permit and without notifying Citizenship and Immigration Canada. This is true even if you intend on going from the Bachelor level to the Masters level.

If you decide to transfer from UVic to another post-secondary institution, you may do so without applying to change the conditions on your study permit, but you must notify Citizenship and Immigration Canada via your MyCIC account.

Please note that students who have a study permit and are attending a designated learning institution, such as UVic, may not transfer to a non-designated learning institution.

### **Travelling Outside Canada During Your Studies**

If during the course of your studies you leave Canada and want to return, you must have:

- a valid passport or travel document;
- a valid study permit if you are returning to study in Canada; and
- a valid temporary resident visa, if you are a citizen of a country or territory whose citizens require a visa in order to enter Canada.
- a valid electronic Travel Authorization (eTA) if you are a citizen of a country or territory whose citizens do not require a visa in order to enter Canada unless you are from an eTA exempt country (please see our section on the eTAs, here [link to eTA section])

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If your temporary resident visa has expired, or if your visa was only valid for a single entry to Canada, then you must [apply for and obtain a new temporary resident visa](#) before you can return to Canada.

The statement “THIS DOES NOT AUTHORIZE RE-ENTRY” which appears on study permits, work permits, and visitor records does not prevent you from travelling outside Canada. However, it clarifies that these are status documents only and do not serve as travel documents. It also signals that a temporary resident visa may be required in order to re-enter Canada.

Canadian immigration law allows you to return to Canada after visiting the United States even if your temporary resident visa is expired. The requirement is that you must hold a Canadian study or work permit and return prior to its expiry.

If you will return to Canada on an airplane, please contact the airline, preferably before booking your ticket, to make sure they are aware of this regulation. Otherwise, you could be prevented from boarding the airplane and returning to Canada.

### **Inviting a Friend or Family Member to Visit You in Canada**

If you have a friend or family member who wants to visit you in Canada, and who requires a temporary resident visa to do so, then Citizenship and Immigration Canada requires that you provide a letter of invitation.

The Citizenship and Immigration Canada [website](#) contains guidance on what you should include in a letter of invitation.

**Please note that immigration information on this website was prepared and provided by Larlee Rosenberg, Barristers & Solicitors. It is posted here to provide information only, and should not be construed as legal advice or representation.**

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