

Beijing, Guangzhou and Shanghai Visa Office



Additional Document Checklist Study Permit

As IRCC will assess your study permit application based on the documents you submit, make sure you submit all the required documents and at the same time as your application and processing fee. If any document is in a foreign language, an English or French translation is required.

How do I qualify?

To qualify, you must:

- Have been accepted by an eligible Canadian college or university or secondary school;
- Demonstrate you have the English or French language abilities required by the institution; and
- Provide evidence of sufficient financial support for the duration of your studies.

Further details are in the required documents section below.

Which are the eligible institutions?

For primary/secondary schools, there is a list of accredited provincial public and private education institutions, which may be found on the website for the province of destination. For more information on choosing a school in Canada, please see [the IRCC website](#).

For post-secondary studies; the institutions must be listed on the designated learning institution [webpage](#).

Warning: Providing fraudulent documentation or information is a grave offence. If you or someone acting on your behalf does so:

- Your application will be refused; and
- You could become inadmissible to Canada for five years under article 40(2) of the Immigration and Refugee Protection Act.



REQUIRED DOCUMENTS:

All documents in Chinese must be accompanied by an English or French translation:

Details of Education/Employment/Travel Form (IMM 0104):

- You must provide an Education/Employment/Travel form ([IMM 0104](#)) for you and your parents, completed in English or French AND Chinese (for Chinese applicants only).

National identity Document:

- You must provide a copy of your national identity document (both sides).

Medical examination form:

- You must provide a copy of your medical examination form given to you by the Panel Physician, if completed. Please see our [website](#) for more information.

Study plan:

- You must provide a study plan that includes a description of your program of studies as it relates to your academic, technical, or vocational background and future career goals (maximum 1 page long); and
- Your original household registration (hukou).

Evidence of current or previous study:

- You must provide an official copy of your most recent secondary or post-secondary degree, diploma or certificate, and most recent transcripts.

Police certificates:

- If you are over 18 years of age, you must obtain a police certificate from each country or territory where you have lived for six consecutive months or longer since reaching the age of 18.



Proof of funds:

- You must show you have sufficient funds available to cover your stay in Canada. Include evidence of accumulated funds that show a history of at least twelve (12) months. Examples of documents you can submit:
 - An original Certificates of Deposit, dated within the last two (2) months showing current funds available;
 - An original deposit slips and/or original bank passbooks;
 - An original house/vehicle certificates; or
 - A written explanation as to the source of funds.

**Do not submit life insurance booklets or other contracts.

Evidence of your parents' income/employment:

- You must provide original letters of employment from their current employer.
 - If either or both of your parents own a business or part of a business: provide a notarized copy of the business registration.

Scholarships/other funding:

- If applicable, provide an original letter containing details of the scholarship/other funding you are to receive during each year of your proposed course of study.