

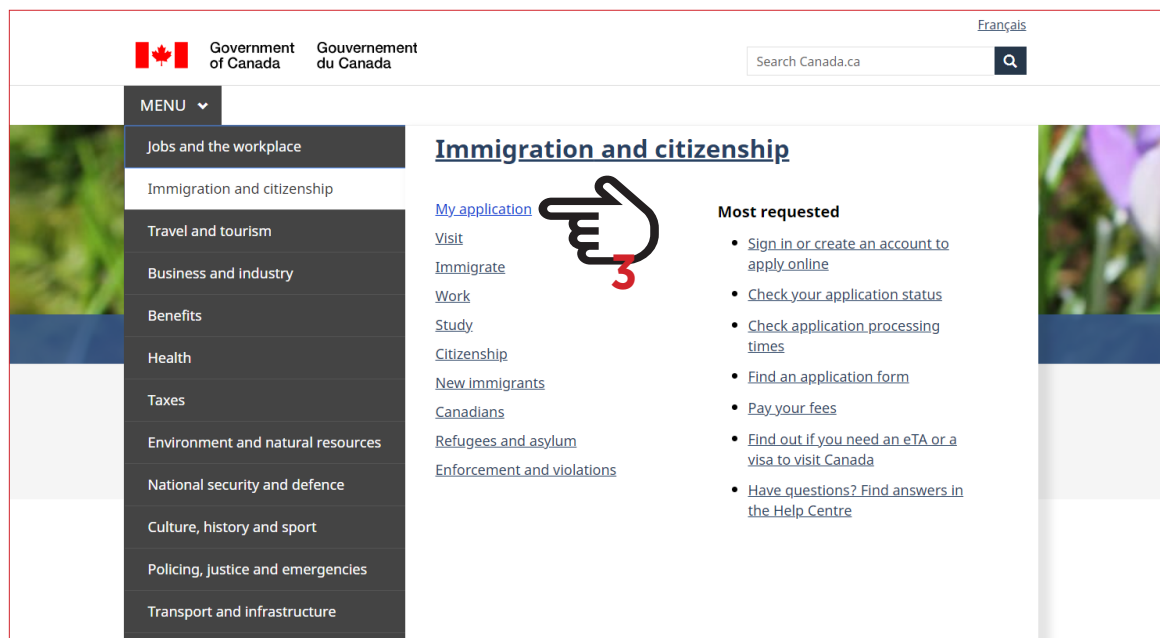
How to Apply for a Study Permit Extension in Canada online

If you are a current St. Lawrence College student who requires immigration advice, please visit one of the International Student Advisors on campus. If you are planning on hiring an immigration consultant make sure to check if they are a registered immigration consultant. You can check if they are registered by visiting the website you see here: www.iccrc-crcic.ca.

If you are looking for immigration rules and policies always check the Canadian Government website at: www.canada.ca.

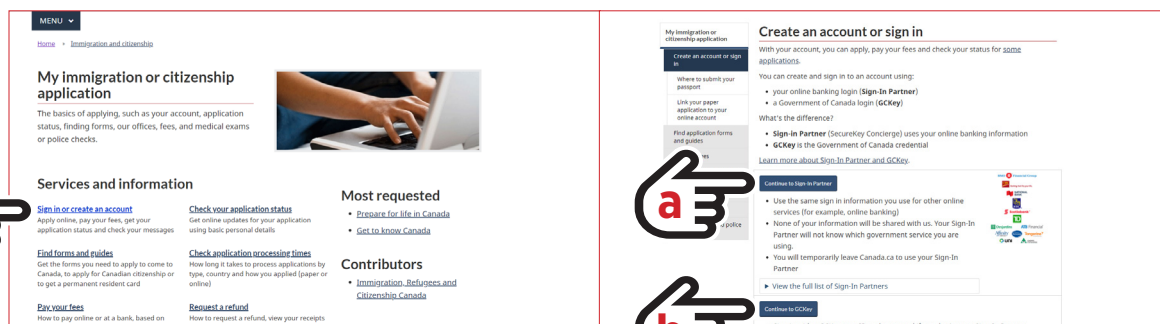
Beginning your application

1. Navigate to www.canada.ca and select your preferred language
2. In the top left corner of the page (below the Government of Canada logo), click on **MENU** > **Immigration and Citizenship** > **My application**

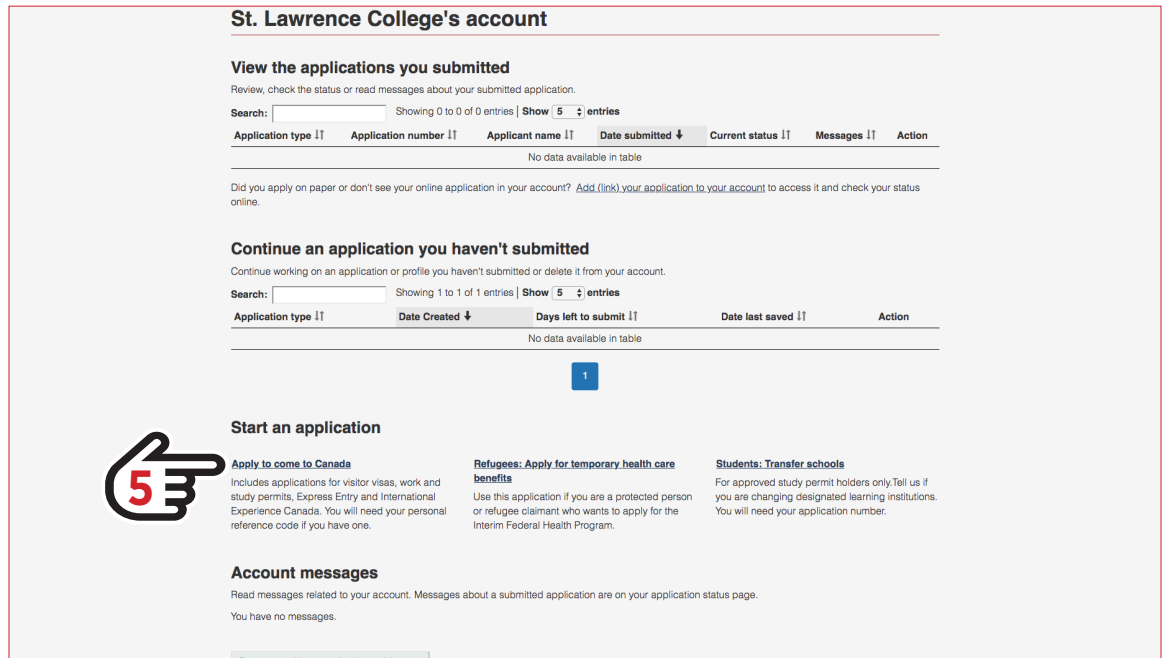


3. Below “Services and information”, click on **Sign in or create an account**.
If you do not have an account, you have two options

- 3a. Click on **Continue to Sign-in Partner** and follow the necessary steps.
- 3b. Click on **Continue to GCKey** and follow the necessary steps.



- Once you have successfully signed into your account, you will be on the main landing page for all applications. If you have submitted an application you will be able to review all the details here. These details include: the date your application was submitted, the current status, or you can see any messages regarding your application. Once you begin an application, it will remain open in the portal for 60 days.
- To start a new application, **navigate down to Apply to come to Canada**. If you are currently in Canada, you need to select this in order to begin.



St. Lawrence College's account

View the applications you submitted
Review, check the status or read messages about your submitted application.

Search: Showing 0 to 0 of 0 entries | Show 5 entries

Application type	Application number	Applicant name	Date submitted	Current status	Messages	Action
No data available in table						

Did you apply on paper or don't see your online application in your account? [Add \(link\) your application to your account](#) to access it and check your status online.

Continue an application you haven't submitted
Continue working on an application or profile you haven't submitted or delete it from your account.

Search: Showing 1 to 1 of 1 entries | Show 5 entries

Application type	Date Created	Days left to submit	Date last saved	Action
No data available in table				

Start an application

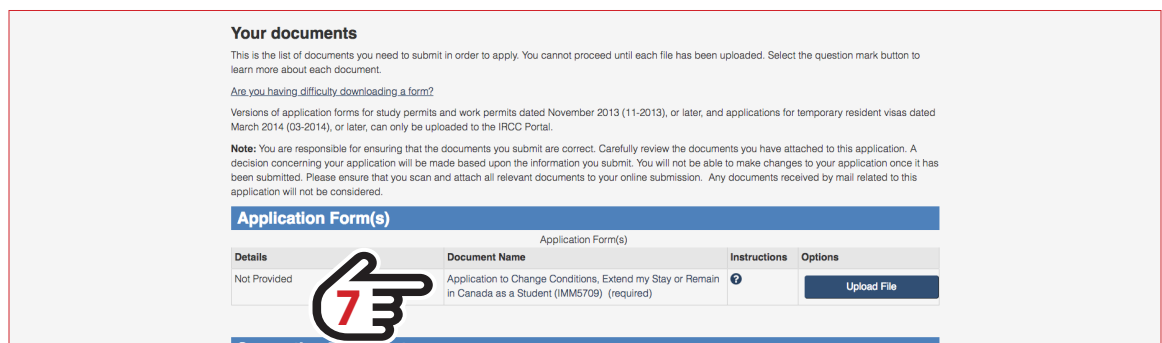
5 **Apply to come to Canada**
Includes applications for visitor visas, work and study permits, Express Entry and International Experience Canada. You will need your personal reference code if you have one.

Refugees: Apply for temporary health care benefits
Use this application if you are a protected person or refugee claimant who wants to apply for the Interim Federal Health Program.

Students: Transfer schools
For approved study permit holders only. Tell us if you are changing designated learning institutions. You will need your application number.

Account messages
Read messages related to your account. Messages about a submitted application are on your application status page.
You have no messages.

- If you **DO HAVE** a Personal Reference Code, enter it in the field provided.
- If you **DO NOT HAVE** a Personal Reference Code you will need to complete the eligibility questionnaire. **Select Visitor visa, study and/or work permit** to begin. (The eligibility questions are not your application. You can modify these answers until you are at the application you require. If you are confused with any of the questions, click the blue question mark.)
- After you have completed the questionnaire, take a moment and review your answers carefully and make any changes if necessary. The following page will summarize what is needed from you to submit your application.
- Once you have made it to the “Document Checklist” landing page, ensure the form that appears is **“Application to Change Conditions, Extend my Stay or Remain in Canada as a Student (IMM5709)”**. You can right-click on this and download the form. This will allow you to fill out the form properly using Adobe Acrobat Reader.



Your documents
This is the list of documents you need to submit in order to apply. You cannot proceed until each file has been uploaded. Select the question mark button to learn more about each document.

[Are you having difficulty downloading a form?](#)

Versions of application forms for study permits and work permits dated November 2013 (11-2013), or later, and applications for temporary resident visas dated March 2014 (03-2014), or later, can only be uploaded to the IRCC Portal.

Note: You are responsible for ensuring that the documents you submit are correct. Carefully review the documents you have attached to this application. A decision concerning your application will be made based upon the information you submit. You will not be able to make changes to your application once it has been submitted. Please ensure that you scan and attach all relevant documents to your online submission. Any documents received by mail related to this application will not be considered.

Application Form(s)

Details	Document Name	Instructions	Options
Not Provided	Application to Change Conditions, Extend my Stay or Remain in Canada as a Student (IMM5709) (required)	?	Upload File

Supporting Documents

Filling out your Application Form

It is very important to take your time reading and filling out the form to ensure all of your information is accurate. This document will provide you with an explanation of some of the questions you may need help with.


Personal Details

Box 1. Universal Client ID (UCI) is a number that is stated on your Study Permit. This number can be found on your Temporary Resident Visa, or your Study Permit.

Box 3. You will need to select what you are applying for. In this case **you are applying for a Study Permit for the first time or an extension of Study Permit.**


Restore my status as a student means that you have lost your status in the past 90 days and need to apply to restore your status. When applying for restoration, visit the International Office for assistance with your application.

Get a new temporary resident permit (TRP) is not the same as a TRV. Most international students will not have this. If you do and have questions, please visit the International Office.



Government of Canada / Gouvernement du Canada		PROTECTED WHEN COMPLETED - B PAGE 1 OF 5	
APPLICATION TO CHANGE CONDITIONS, EXTEND MY STAY OR REMAIN IN CANADA AS A STUDENT			
If you need more space for any section, print out an additional page containing the appropriate section, complete and submit it with your application.			
1 UCI		2 * I want service in	
3 I am applying for one or more of the following:			
<input type="checkbox"/> * Apply for a study permit for the first time or extend my study permit <input type="checkbox"/> * Restore my status as a student <input type="checkbox"/> * Get a new temporary resident permit (for inadmissible applicants only)			
PERSONAL DETAILS			
1 Full name		Given name(s)	
* Family name (as shown on your passport or travel document)		(as shown on your passport or travel document)	

Box 7. Current country or territory of residence. The **from date** will be the date when you first entered Canada for studies, which is often the start date of your first Study Permit. This can go as far back as high school if you completed it in Canada. The **to date** is date your current Study Permit expires.



3 * Sex	4 Date of birth	5 Place of birth		* Country or Territory
	* YYYY * MM * DD	* City/Town		
6 * Citizenship				
7 Current country or territory of residence:				
Country or Territory	Status	Other	From	To
* Canada	*		YYYY-MM-DD	YYYY-MM-DD
8 a) Previous countries or territories of residence: During the past five years have you lived in any country or territory other than your country of citizenship or your current country or territory of residence (indicated above) for more than six months?				
<input type="checkbox"/> * No <input type="checkbox"/> * Yes				
b) If you answered "yes" to question 8a), please provide details				
Country or Territory	Status	Other	From	To
			YYYY-MM-DD	YYYY-MM-DD

National Identity Document / US PR Card

Do you have a National Identity Document? If yes, you must enter the required information. Some countries have not have a National Identity Document.



If you are a lawful Permanent Resident of the United States with a valid green card, be sure to input the required information.

Details of Intended Study in Canada

When filling out the required fields for this section, be sure to have the information regarding St. Lawrence College accurate. This includes the address of the campus you will be attending during your stay in Canada.

Designated Learning Institution # (O#): O-19332845222

Duration of expected study. The from date cannot be a past date. In this case, enter in the date that you are applying for your Study Permit. The to date is the end of your last term of study plus 90 days.

DETAILS OF INTENDED STUDY IN CANADA					
1 I have been accepted at the following educational institution					
* a) Name of School			* My level of study will be:		My field of study will be:
b) Complete address of school in Canada					
* Province	* City/Town	* Address			
2 Designated Learning Institution # (O#)		My Student ID # is:		3 Duration of expected study	* From * To
					YYYY-MM-DD YYYY-MM-DD
4 The cost of my studies will be:			5 * a) Funds available for my stay(CAL) - b) my expenses in Canada will be paid by: c) Other		
* Tuition	Room and board	Other			
6 a) In addition to a study permit, are you also applying for a work permit?			b) What type of work permit are you applying for:		
<input type="checkbox"/> * No <input type="checkbox"/> * Yes					
7 If you have been issued a Quebec Acceptance Certificate (CAQ), provide the:					
Certificate Number			Expiry Date		

Completion

Once complete, you do not need to sign the form. Type in your signature and include the date.
Once you've completed this application form, you will then need to validate your document.


Do not forget to include photos, fees (if applicable) and any other documents required. Review the application guide for more information and verify that you have completed and provided all of the required documents as per the document checklist.

DISCLOSURE

Information provided to IRCC is collected under the authority of the Immigration and Refugee Protection Act (IRPA) to determine admissibility to Canada. Information provided may be shared with other Canadian government institutions such as, but not limited to, the Canada Border Services Agency (CBSA), the Royal Canadian Mounted Police (RCMP), the Canadian Security Intelligence Service (CSIS), the Department of Foreign Affairs, Trade and Development (DFATD), Employment and Social Development Canada (ESDC), the Canada Revenue Agency (CRA), provincial and territorial governments and foreign governments in accordance with subsection 8(2) of the Privacy Act. Information may be disclosed to or validated with foreign governments, law enforcement bodies and detaining authorities with respect to the administration and enforcement of immigration legislation where such sharing of information may not put the individual and or his/her family at risk. Information may also be systematically validated by other Canadian government institutions for the purposes of validating status and identity to administer their programs.

Where biometrics are provided as part of an application, the fingerprints collected will be stored and shared with the RCMP. The fingerprint record may also be disclosed to law enforcement agencies in Canada in accordance with subsection 13.11(1) of the Immigration and Refugee Protection Regulations. The information may be used to establish or verify the identity of a person in order to prevent, investigate or prosecute an offence under any law of Canada or a province. This information may also be used to establish or verify the identity of an individual whose identity cannot reasonably be otherwise established or verified because of physical or mental condition. Canada may also share immigration information related to biometric records with foreign governments with whom Canada has an agreement or arrangement.

Depending on the type of application made, the information you provided will be stored in one or more Personal Information Banks (PIB) pursuant to section 10(1) of Canada's Privacy Act. Individuals also have a right to protection and access to their personal information stored in each corresponding PIB under the Access to Information Act. Further details on the PIBs pertaining to IRCC's line of business and services and the Government of Canada's access to information and privacy programs are available at the [Infosource website](#) and through the IRCC Call Centre. Info Source is also available at public libraries across Canada.



Validate

Once you have validated your document, bar codes will appear at the bottom of your document. If there are missing sections in the form, the required fields will be highlighted in red. Once you have corrected the required fields, be sure to re-validate your document.

Uploading Documents

Now that you have completed your application, navigate back to the website. You can go ahead and upload the file under “Application Form(s)”. Click on Upload File and select your application. Once the file has successfully uploaded, the title of the document will turn green.

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Application Form(s)

Application Form(s)

Details	Document Name	Instructions	Options
Not Provided	Application to Change Conditions, Extend my Stay or Remain in Canada as a Student (IMM5709) (required)	?	<div>Upload File</div>



Supporting Documents



1. If you are joining a new program, you can submit and upload your letter of acceptance here as well. If you are continuing in the same program, you will need to request a Confirmation of Enrolment letter from the International Office
2. If you are applying for a Co-op Work Permit in addition to your Study Permit, you can visit the International Office to request a Co-op letter.

Not Provided	Application to Change Conditions, Extend my Stay or Remain in Canada as a Student (IMM5709) (required)	?	<div>Upload File</div>
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Supporting Documents

Supporting Documents

Details	Document Name	Instructions	Options
Not Provided	Passport (required)	?	<div>Upload File</div>
Not Provided	Digital photo (required)	?	<div>Upload File</div>
Not Provided	Letter of Acceptance (required)	?	<div>Upload File</div>
Not Provided	Proof of Means of Financial Support (required)	?	<div>Upload File</div>
Not Provided	Co-op Letter (required)	?	<div>Upload File</div>
Not Provided	Proof of upfront medical exam (required)	?	<div>Upload File</div>
Not Provided	Family Member Proof of Status (required)	?	<div>Upload File</div>

Optional Documents

Optional Documents

Details	Document Name	Instructions	Options
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Once you have submitted all the documents, a button will appear in the bottom right hand corner that says **Transmit and Pay** or **Submit and Pay**. Select this button, and follow the steps provided with your payment information. Once your payment has been approved, you are done! You now need to wait for your Study Permit to arrive in the mail. You can check processing times on the www.canada.ca website to give you an idea how long it will take.

If you do not receive your new Study Permit extension by the time your current Study Permit expires, that puts you into what is known as **Implied Status**. Implied Status means that you are able to wait in the country and continue on the condition of your current Study Permit or old Study Permit while waiting on your new one.