



APPLYING FOR A STUDY PERMIT AT A PORT OF ENTRY

INFORMATION FOR UNITED STATES (US) NATIONALS, CITIZENS & PERMANENT RESIDENTS¹

What is a Port of Entry?

A Port of Entry (POE) is a place which is designated as an entry point into Canada by the Government of Canada. There are many land and marine POEs as well as international airports which are POEs. If you are coming into Canada through an international airport, including Winnipeg International Airport, you will enter Canada through a Port of Entry.¹ A common land Port of Entry in Manitoba is the Emerson West Lynne Port of Entry. At a Port of Entry, every person is subject to 'examination' which means that you may be asked to present identification documents, answer questions, and provide personal information to determine whether you are authorized to enter Canada. If you are arriving by plane, the first airport in Canada where you land will be the place that you will be examined. For example, if you fly from the United States to Toronto and then fly from Toronto to Winnipeg, you will be examined at the Port of Entry in Toronto International Airport.

Who is eligible to apply for a Study Permit² at a Canadian Port of Entry?

Nationals,³ Citizens or Permanent Residents of the US, as well as residents of Greenland and St. Pierre & Miquelon, are eligible to apply for a Study Permit at a Port of Entry to Canada.

What do I need to apply for a Study Permit at a POE?

You will need the following documents to apply for a Study Permit at a POE:

- Acceptance Letter from The University of Winnipeg;
- A Provincial Attestation Letter (PAL) from the University of Winnipeg (unless exempt e.g. Graduate Students)
- Proof of Financial Means;
- Proof of Identity (i.e.: Passport, National Identity Card, Alien Registration Card⁴); and
- Two Passport Sized Photographs.

For more information about these documents, please see the information sheet, *Applying for a Study Permit & Temporary Resident Visa (Outside of Canada)*. You will also be required to pay an application fee of \$150 CAD. In addition to the documents listed above, you may be asked to provide further documentation, depending on your personal circumstances. For example, you may also be required to undergo a medical exam performed by an IRCC panel physician or submit an original copy of a police certificate/check.

What type of forms will I be required to complete at a POE when applying for a Study Permit?

Likely, you will not be asked to fill out any application forms at the Port of Entry. Rather, the Border Services Officer on duty will ask you questions related to your application for a Study Permit and record the answers that you provide. You can expect to answer questions on some or all of the following subjects:

- Your contact information and address, both current and former;
- Other entries or stays in Canada;

¹ For a complete list of current Ports of Entry, please see Schedule 1 of the Immigration and Refugee Protection Regulations, <http://laws-lois.justice.gc.ca/eng/regulations/sor-2002-227/page-65.html#h-181>

² A Study Permit is the official, written authorization given by Immigration, Refugees, and Citizenship Canada (IRCC) to a foreign national that allows them to engage in academic, professional, vocational or other education/training in Canada.

³ US nationals are persons who were born in one of the US' outlying possessions, such as American Samoa or the Swains Island, or individuals born abroad who are descended from US nationals.

⁴ Those holding an Alien Registration Card, more commonly known as a Green Card, should be prepared to present a valid passport from their country of citizenship, as well as their Alien Registration Card, at the Port of Entry.

- Periods of residence outside of the US and Canada;
- Who your family members are and where they live;
- Previous employment and education;
- Why you are coming to Canada;
- Where you will study and live;
- How you will support yourself financially;
- Whether you have any medical conditions; and
- Previous convictions or illegal activity;

The list above is not exhaustive. Please note that you may be asked questions aimed at gathering other information.

In some circumstances you may be asked to complete application forms including the following: Document Checklist (IMM 5483); Application for a Study Permit Made Outside of Canada (IMM 1294); Schedule 1 (IMM 5257)⁵; Statutory Declaration of Common-Law Union (IMM 5409); Family Information (IMM 5645); and Use of a Representative (IMM 4376).

What will be assessed when I apply for a Study Permit at a POE?

You will be also be assessed on the same factors if you apply for a Study Permit at a POE or outside of Canada; the officer will examine your documentation to determine whether you are a genuine student and whether you will voluntarily leave Canada by the end of the period authorized for your stay.

To be eligible to study in Canada, you must demonstrate that you have been accepted by a Designated Learning Institution⁶ in Canada.

***As part of the study permits application process, study permit applicants are required to apply to study at a Designated Learning Institution (DLI) that verifies their letter of acceptance. This requirement was established by the **Ministerial Instructions that came into force on December 1, 2023**. This enhanced verification process aims to protect prospective students from letter of acceptance fraud and will also ensure that study permits are only issued based on genuine letters of acceptance. Therefore, examining border officer may contact the University to verify your letter of acceptance while you at the border. If the border officer is not able to reach out to concerned department at the University, you may be asked to visit border another time. For this reason, students are encouraged to apply online for a Study Permit and get results before arriving at the border.

And have sufficient funds available to pay for your tuition/living expenses, meet security requirements, are in good health, and are not inadmissible for any other reason.⁷ If you do not satisfy the officer that you meet these requirements, you may be denied entry into Canada or you may be allowed entry as a temporary resident without the right to study.

What will happen when I arrive at a Port of Entry?

When you arrive at the Port of Entry, you will be examined by a Border Services Officer who will ask you some questions about why you are coming to Canada. Answer all of the questions that you are asked calmly and

⁵ A Schedule 1 declaration is a form that asks questions about your personal history; specifically, whether or not you are or have been affiliated with certain types of organizations or have been or continue to be engaged in military or government services.

⁶ The University of Winnipeg is a Designated Learning Institution. The University of Winnipeg's Designated Learning Institution number is: O19147986012.

⁷ If you are 'inadmissible', it means that you are not allowed to enter Canada. There are many different reasons that someone might be inadmissible. For example, if someone has had a criminal conviction, lied on an immigration application, or has a serious medical condition he or she could be inadmissible and not eligible to enter Canada. To find out more about inadmissibility, please see this information page: <http://www.cic.gc.ca/english/information/inadmissibility/index.asp>.

truthfully. If you wish to apply for a Study Permit at the POE, tell the Border Services Officer that you wish to make an application. The Border Services Officer may ask you for information and documentation such as your Passport, Letter of Acceptance, A Provincial Attestation Letter or Proof of Finances. Following the initial examination, you will be asked to proceed to a secondary examination where you will be asked for further information and documentation. If the officer believes that you meet the requirements to obtain a Study Permit and are not inadmissible, you may be issued a Study Permit.

What is the advantage of applying for a Study Permit at a Port of Entry?

The advantage of applying for a Study Permit at the Port of Entry is that you do not need to apply in advance of travelling to Canada. If you have received your Letter of Acceptance shortly before the term or have decided to come to The University of Winnipeg at the last minute, applying at a POE allows you to begin your studies as soon as possible. Applying at a POE means that you do not have to wait for your application to be processed at a visa office in the United States, which can take several weeks or months.⁸

What are the disadvantages of applying for a Study Permit at a Port of Entry?

There are three main disadvantages of applying for a Study Permit at a POE, including that:

- a) The border officer may not be able to verify your acceptance letter from the University for various reason (University closed on weekend, office hours, or not able to reach the concerned department i.e. Admission Office). In this case you may be returned to US and asked to visit again.
- b) It is likely that you will be required to spend a long period of time at the Port of Entry in order for border officials to conduct the necessary examinations. If you have a connecting flight from a POE to Winnipeg, make sure to allow sufficient time for the POE examination. If you are arriving through a land POE make sure to adjust your travel plans to anticipate a long examination period at the POE;
- c) If you do not have all of the required documentation, or are required to complete an immigration medical exam or police check before entering Canada, and have not already done so, you may not be allowed to enter Canada. Alternatively, you may be admitted to Canada as a visitor and would be required to re-submit an application for a Study Permit at a visa office in the US or at a POE. If you are admitted to Canada as a visitor, you would be unable to study until you were issued a Study Permit; and
- d) It is likely that you will be issued a Study Permit which is shorter in length than a Study Permit issued following an application made at a visa office outside of Canada. Of course, students can apply to renew their Study Permit from within Canada prior to its expiry. However, it should be noted that each time you make an application for a Study Permit you are required to pay an application fee of \$150 CAD and submit relevant supporting documentation.

DISCLAIMER: This document does not constitute legal advice, and should not be relied upon as a source of legal advice. It is a reference sheet designed to provide information on Immigration, Refugees, and Citizenship Canada's (IRCC) requirements for applying for a Study Permit at a Port of Entry and describes existing requirements under the *Immigration and Refugee Protection Act* and the regulations made under that Act in general terms. IRCC's regulations, policies and procedures are subject to change and may change without notice. For the most current information, please visit IRCC's website (www.cic.gc.ca). This reference sheet was prepared by a Regulated Canadian Immigration Consultant in good standing with the Immigration Consultants of Canada Regulatory Council and is accurate as of April, 2024.

⁸ Study Permit processing times can be found on the IRCC website at: <http://www.cic.gc.ca/english/information/times/temp/students.asp>. Instead of applying at a POE, some students decide to apply for their Study Permit at a visa office and delay the start date of their studies for one or more terms. Remember that your Letter of Acceptance is valid for three terms, which means that you can choose to start your studies in any of the three terms specified on your Letter of Acceptance.