



# CITIZENSHIP Canada

## Application to Resume Canadian Citizenship Under Subsection 11(1)



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### Forms:

- Application to Resume  
Canadian Citizenship (CIT 0301)
- Citizenship Photograph Specifications  
(CIT 0021)
- Receipt (IMM 5401)

This application is made available free by  
Citizenship and Immigration Canada and  
is not to be sold to applicants.

**Également disponible en français**

## Contact Information

### Web site

For more information on the programs offered by Citizenship and Immigration Canada, visit our Web site at [www.cic.gc.ca](http://www.cic.gc.ca). For some types of applications you can inform us of a change of address and find out what is happening with your application through [on-line services](#) on the Web site.

### Within Canada

If you are in Canada, you can also phone our **Call Centre**. An automated telephone service is available seven days a week, 24 hours a day and is easy to use if you have a touch-tone phone. You can listen to pre-recorded information on many programs, order application forms, and for some types of applications the automated service can even update you on the status of your case.

When you call, have a pen and paper ready to record the information you need. Listen carefully to the instructions and press the number for the selection you want. At any time during your call, you may press \* (the star key) to repeat a message, **9** to return to the main menu, **0** to speak to an agent, or **8** to end your call. If you have a rotary phone, wait for an agent to answer you.

If you need to speak to an agent, you must call Monday to Friday between 8 a.m. and 4 p.m. local time.

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**From anywhere in Canada, call**

**1-888-242-2100 (toll-free)**

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### Using a text telephone?

Call our TTY service from Monday to Friday between 8 a.m. and 4 p.m. local time at: **1-888-576-8502** (toll-free).

### Outside Canada

If you are outside Canada, you can contact a Canadian embassy, high commission or consulate. Consult our [Web site](#) for addresses, phone numbers and Web site addresses of our visa offices.



**This is not a legal document.** For legal information, refer to the *Immigration and Refugee Protection Act and Regulations* or the *Citizenship Act and Regulations*, as applicable.

**This publication is available in alternative formats upon request.**

# Overview

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This application is for a person **who was previously a Canadian citizen**, other than a person whose citizenship was revoked under the former or current Act, and who wishes to resume citizenship under subsection 11(1) of the *Citizenship Act*.

If you are a person who would have had a claim to Canadian citizenship on January 1, 1947, but who lost British subject status prior to that date, other than by marriage, you are not eligible to resume under subsection 11(1) because you were never a Canadian citizen. You must use the *Application for Canadian Citizenship under Subsection 5(1) Adults* (CIT 0002). If you had Canadian citizenship and it was revoked under the *Canadian Citizenship Act* or under the current Act you also must use the *Application for Canadian Citizenship under Subsection 5(1) Adults* (CIT 0002). The application guide can be obtained by visiting our [Web site](#) or by contacting the Call Centre listed in the [Contact Information](#) section of this guide.

You could lose your present nationality or citizenship if you resume your Canadian citizenship. If you have any questions about this, you should ask the embassy, high commission or consulate of the country of your present nationality.

## Before you apply

Read the instructions carefully. They contain important information. Be sure you are eligible the day before you sign and date your application. There is no refund of the processing fee.

## Who can apply to resume their Canadian citizenship?

To qualify to resume your Canadian citizenship you must:

- have been a Canadian citizen;
- have lost your Canadian citizenship by means other than revocation;
- have become a permanent resident of Canada after the loss of your Canadian citizenship;
- have resided in Canada as a permanent resident for at least one (1) year immediately preceding the application;
- not be subject to any prohibition under the *Citizenship Act* (see [Section 8](#) of the application);
- not be under a removal order.

## What you must send with your application

### Fee

See the [Citizenship Fees](#) section for information on the current fee and method of payment. **The fee is not refundable.** If you have printed this application from the Web site a receipt is not included. You must order an original receipt as shown in the [Citizenship Fees](#) section of this guide.

## Documents

You must send a **clear and legible photocopy** of:

- proof that you were once a Canadian citizen (for example, a birth certificate or a Canadian citizenship certificate);

**Note:** Baptismal certificates, birth certificates, marriage certificates and legal change of name documents issued by the government of Quebec before January 1, 1994 are not accepted for citizenship purposes. For more information on obtaining a valid document, you should contact the office of the Registrar of Civil Status of Quebec at one of the following numbers, Québec (418) 643-3900, Montréal (514) 864-3900, elsewhere in the province 1-800-567-3900. Information can also be obtained by visiting their Web site at: [www.etatcivil.gouv.qc.ca](http://www.etatcivil.gouv.qc.ca).

- proof that you ceased to be a Canadian citizen (for example, a foreign naturalization certificate or a written notification issued by the Canadian Citizenship department advising that you are no longer a Canadian citizen);
- *Record of Landing* (IMM 1000) or Permanent Resident Card (PRC);
- at least two (2) pieces of personal identification, such as a driver's licence and a health insurance card;
- other documents, such as your marriage certificate and/or legal change of name certificate (if applicable).

**Note:** If supporting documents are not in English or French (for example, a marriage certificate issued in another country) you must supply a photocopy of each document, a translation and an affidavit from the person who completed the translation. Translations by family members are not acceptable.

**Note:** Additional documents may be required during the processing of your application.

Failure to include the necessary documents (e.g., two (2) pieces of identification) will result in delays in processing your application.

## Photographs

Your photo will appear on your wallet-size citizenship certificate.

You must provide two (2) citizenship photos taken within the last 12 months. Take the *Citizenship Photograph Specifications* form (CIT 0021), included in this application guide, to the photographer to make sure you get the correct size photos. When you have your photos taken, do not wear a head covering unless you wear one because of your religion.

When you pick up the photos, check to make sure the size of the photos is correct and the back of each photo is dated and identified by the photographer.

## Signature on both application and photos

You must sign the application and photos. **If your application is not signed and dated it will be returned to you.** The signature on your application and your photos must match. Sign your name in black or blue ink, in the white signature area below each photo, in the same manner you would sign any other official document. Do not print. Put the signed photos in the small envelope provided with this form. **Do not staple, glue or otherwise attach the photos directly to the application.**

## **Application printed from the Web site**

If you have printed this application from the Web site, there is no photo envelope provided. Therefore, we ask that you provide your own envelope for each set of photos.

# Citizenship Fees

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## What fees are required?

You must pay a **processing fee** when you submit an application to resume Canadian citizenship. **The processing fee is \$100.00 per person.**

**Note:** Personal cheques and travellers' cheques are not acceptable forms of payment.

## Are fees refundable?

**The processing fee will not be refunded**, regardless of the final decision, once the Case Processing Centre has started processing the application.

## How do I calculate the fees required?

**STEP 1.** Use this chart to calculate the fees required

	PROCESSING FEE	Number of Persons	Amount per Person	Amount Due
Resumption of Canadian Citizenship			x \$100	
			Total	\$ <input type="text"/>

**STEP 2.** Fill out one receipt form (IMM 5401) for yourself and **other members of your family** if you are applying at the same time.

An original receipt must be used; **a photocopy is not acceptable**. You can order an original receipt from our [Web Site](#) or by contacting a **Call Centre Agent** (see the [Contact Information](#) section).

**STEP 3.** Insert the Total on line **09 Citizenship or Immigration Services Fees**. Do **not** complete the top two portions of the receipt; these will be completed by the financial institution.

**STEP 4.** Complete the "Payer Information" sections on the reverse of the receipt.

If you already have an open file and know the client identification number that we have assigned to you, enter the number in the box provided for that purpose. If not, leave that box empty.

**STEP 5.** Bring the receipt and your payment to the financial institution. Do **not** make payment using the automated teller machines.

## What if I make an incorrect payment?

If you are required to pay additional fees, the Case Processing Centre (CPC) in Sydney will send you a form (IMM 5412) which will indicate the amount required for correct payment. Not paying the correct fee will

result in a delay in finalizing your application. This payment must be paid at a designated financial institution.

If you have paid too much, your application will be processed and the amount of the overpayment will be refunded. A cheque will be issued as soon as possible.

## **Where can the fees be paid?**

Payment can be made at most financial institutions in Canada. Check with financial institutions in your area.

**Note:** There is no banking charge to pay. The service is free.

## **What can I use to pay the fees?**

The financial institution will let you know what form of payment it considers acceptable.

## **What if there is no local financial institution which will accept payment?**

In this situation, you may pay the fees by mail. Phone a **Call Centre Agent** for instructions.

## **What does the financial institution do?**

The financial institution will accept your payment. The financial institution will stamp and insert the amount paid in the upper two portions of the receipt. You will receive the top two portions of the receipt. **Make sure you are given these and that they have been stamped and completed before you leave the financial institution.**

**Note:** Do not present your application to the financial institution, only your receipt.

## **What do I do after I have paid the fees?**

Retain the top portion (Copy 1 - Client's copy) of the receipt which you have been given for your records. Attach the middle portion (Copy 2 - To be sent by client to Citizenship and Immigration Canada) to your completed application and mail it to the Case Processing Centre. Do **not** send any other form of payment with your application.

# How to Complete Your Application

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Before completing the application to resume Canadian citizenship, calculate your residence time to determine whether you qualify to apply now. You must be a permanent resident residing in Canada for at least one (1) year (365 days) immediately before the date you sign your application. Time spent on probation, on parole, or in prison during this year may not qualify as residence time. If you left Canada during this year, you may still apply to resume citizenship, but it will be up to a judge to determine if your absences affect your application. If you have questions about your residence, contact the [Call Centre](#).

Follow the instructions carefully. **Delays will result if the application is not properly completed, or if all of the necessary documents have not been submitted.** If you need more space to answer any questions use an extra sheet of paper and indicate the number and/or letter of the question you are answering.

**Warning:** If you send us an application that has any misleading or fraudulent information on it, you can be charged with a criminal offence under federal law and your application to resume citizenship could be refused.

## Follow these step-by-step instructions

### Section 1

You must indicate whether you would like service in English or French.

### Section 2

You must indicate if you have any special needs. Special needs are described as:

- wheelchair access
- sign language interpretation
- personal assistance (for example, you will be accompanied by a care attendant, an interpreter, a seeing eye dog, a sighted guide, etc.)

### Section 3

You must indicate if you have ever applied to resume Canadian citizenship before. Check “**No**” or “**Yes**”. If “**Yes**” give the date the application was signed.

You must indicate if you have ever had a certificate of Canadian citizenship. Check “**No**” or “**Yes**”. If you check “**Yes**”, write down the surname/last name, given names, certificate number and the date the certificate was issued.

You must indicate whether you have previously returned the certificate of Canadian citizenship and/or the pink transmission copy of a certificate, or you are returning it with this application. If the certificate is not being returned, you must tell us if it was stolen, lost, or destroyed. Indicate if the theft or loss was reported to police and give the details, (e.g., a copy of the police report). You **must** return any Canadian citizenship certificates in your possession. **Failure to do so will result in delays in processing your application.**

### Section 4

- A. Write down your surname/last name and given name(s), as they appear on your *Record of Landing* (IMM 1000), or Permanent Resident Card (PRC).
- B. **If you have legally changed your name since you came to Canada, indicate what your new name is.** Remember to supply a clear and legible photocopy of your legal change of name



document (for example, provincial change of name certificate, court order, marriage certificate, adoption order, divorce decree, etc.).

- C. **If you have used another name in the past, or are known by a name other than the one you listed above, write it down on the application form.** (Other names can include your birth name, nicknames, call names, community names, etc.)
- D. The name on your certificate of Canadian citizenship will be the same as the one shown on your *Record of Landing* (IMM 1000) or Permanent Resident Card (PRC), unless you have legally changed it after arriving in Canada. A legal change of name must be supported by a copy of an approved amendment to your *Record of Landing*, Permanent Resident Card (PRC), or a provincial legal change of name document, or a provincial adoption order.

You may request that the certificate of Canadian citizenship show a different name, if you can provide provincial identification reading exactly the same as the name you are requesting. Examples of documents that you could provide are: health insurance card, driver's licence or an official school record issued by the provincial department responsible for Education. Foreign documentation may also be accepted.

If this change is significant, linking documentation showing the use of both old and new names, or the basis for the change, will be required as well as the provincial document. Examples of linking documents include a marriage certificate, a foreign change of name certificate, an adoption order, or a foreign passport showing both names.

**Note:** You cannot request a change of name **after** your application has been submitted to Sydney, Nova Scotia.

## Section 5

- A. Enter your date of birth exactly as it appears on your *Record of Landing* (IMM 1000) or Permanent Resident Card (PRC), or as it appears on your amendment to the *Record of Landing* or Permanent Resident Card, if you have already obtained one. This is the date of birth that will appear on your citizenship certificate. Indicate the place and country where you were born.

**Note:** If you requested an amendment to your *Record of Landing*, you will need to provide both your original *Record of Landing* and the letter you received confirming the change(s) you requested have been done.

If the date of birth on the *Record of Landing* (IMM 1000) or Permanent Resident Card (PRC) is not your correct birthday, it may be possible to change the information in your immigration records. Your *Record of Landing* (IMM 1000) or Permanent Resident Card (PRC) will be changed only to correct mistakes made by Citizenship and Immigration Canada in recording the information you provided when you applied to come to Canada. You must obtain the correct version before submitting your application for citizenship. **Do not apply for citizenship until you have received a response to your request.** Include your new corrected Permanent Resident Card or the letter of amendment and your original *Record of Landing* with your citizenship application. You may not change your birth date during the processing of your application for citizenship.

This guide does not provide general information about amending your *Record of Landing* (IMM 1000) or Permanent Resident Card (PRC). For information on amending your *Record of Landing* (IMM 1000), refer to the guide *Request to Amend the Immigration Record of Landing or Your Confirmation of Permanent Residence* (IMM 5218). This guide may be obtained by visiting our [Web site](#) or by contacting the [Call Centre](#) in the Contact Information section of this guide. For information on amending your Permanent Resident Card (PRC), refer to the guide *Application for a Permanent Resident Card* (IMM 5530), which can only be obtained by contacting the [Call Centre](#) in the [Contact Information](#) section of this guide.

- B. Indicate the place and country where you were born.
- C. Indicate whether you are male or female, your height, the colour of your eyes and your legal marital status. We need this information for our records. The colour of your eyes and height will be shown on your citizenship certificate.

### **Section 6**

- A. Provide your current home address complete with postal code.
- B. If your mailing address is different from your home address, include your mailing address, complete with postal code.
- C. We may need to contact you by phone. List the phone number(s) where you can be reached.
- D. Indicate how long you have lived at your current home address.

### **Section 7**

In order for a citizenship judge to make an assessment concerning your residence in Canada, in particular for the purpose of assessing whether Canada is the place where you regularly, normally or customarily live, complete **Section 7** of the application in detail. You may be asked to provide original documentation to support the statements you make in Section 7.

- A. Give the date when you became a permanent resident. Refer to box 45 of your *Record of Landing* (IMM 1000), box 46 of your *Confirmation of Permanent Residence*, or the back of your Permanent Resident Card (PRC).
- B. Give the date you returned to Canada to live if different from A.
- C. Indicate if you are a citizen of any other countries. If yes, list the dates and country (countries) and how you obtained citizenship.
- D. Indicate if you obtained permanent residence in another country since becoming a permanent resident of Canada. If yes list the country (countries).
- E. If you left Canada in the last year (including vacations and all trips to the United States), indicate **yes** and give details of all the time you spent away from Canada. If you have not travelled outside Canada in the past year, check **no** and move to section (f).
- F. List all of your addresses including foreign addresses for the last year.

### **Section 8**

#### **Prohibitions under the *Citizenship Act***

Certain conditions outlined in the *Citizenship Act* may affect your application to resume citizenship. To find out if these apply to you, go to Section 8 of the application. If any of the questions in Section 8 of the application apply to you, you must provide details. For further information, contact the **Call Centre** (see the **Contact Information** section).

The Registrar of Canadian Citizenship must check with the Royal Canadian Mounted Police and the Canadian Security and Intelligence Service to find out if there are any criminal or security reasons that could prevent you from resuming Canadian citizenship. Also, your entry to Canada and your status will be verified with Immigration officials.

You may be required to provide fingerprints to ensure that you are not prohibited under the *Citizenship Act*.

If you received a certificate of Canadian citizenship on or after February 15, 1977, go to [Section 13](#).

### **Section 9**

If you are a woman and married before January 1, 1947:

- Write down your husband's surname/last name, given name(s), country and date of birth.
- Write down the country you were married in and the date of your marriage.
- Indicate if your husband is a Canadian citizen, and if he is, provide the details.
- Write down the number from your husband's citizenship certificate, if he has one, and the date he acquired citizenship.

### **Section 10**

If your most recent certificate of Canadian citizenship was issued before February 15, 1977 **or** you have never had a certificate, list all absences from Canada for one (1) year or longer before 1977. List from the date you left Canada to the date you returned. Indicate in which country you were living and the reason for the absence.

### **Section 11**

- Indicate if you were born outside Canada to a Canadian parent.
- Indicate if you were a British subject living in Canada before 1947. If yes, write down the date you entered Canada.

### **Section 12**

Answer all questions on information regarding your parents:

- Indicate the relationship of your parents to you by indicating Natural or Adoptive.
- Write down your parents' surname/last name, given name(s), date of birth and place/country of birth.
- Write down where your parents were married (if applicable) and the date of the marriage.
- Write down how your parents obtained Canadian citizenship.
- Indicate if your parents left Canada for more than one (1) year before 1977. If yes, write the dates they were away and the country they were in.
- Indicate if your parents are or were a citizen of a country other than Canada. If yes, write the details showing the country, date and how the citizenship was obtained.
- Indicate if your parents were employed in Canada by a foreign government or international agency. If yes, provide details.
- If your parents were born in Canada, indicate if one of his or her parents was employed by a foreign government or international agency. If yes, provide details.

### **Section 13**

#### **Congratulatory letter**

**If you check the “yes” box:**

- you authorize Citizenship and Immigration Canada to provide your name, address and preferred official language to your federal Member of Parliament so that he/she can send you a letter of congratulations once your Canadian citizenship is resumed.

**If you check the “no” box:**

- Citizenship and Immigration Canada will not forward the information concerning you to your Member of Parliament.

**Section 14**

**(a) National Register of Electors - Authorization**

When you resume Canadian citizenship, you will have the right to vote in federal elections and referendums. In order to vote, your name must be on the list of electors, a list that tells election officials who can vote. The list of electors is produced from the information contained in the National Register of Electors, a database created and maintained by Elections Canada.

It is important to have your name added to the National Register of Electors as soon as your citizenship is resumed, so that your name will be automatically included on the list of electors when a federal election or referendum is called. To have your name added, you must check the “yes” box in section 14(a).

**If you check the “yes” box in Section 14 (a):**

- You authorize Citizenship and Immigration Canada to provide your name, address, gender and date of birth to Elections Canada so that your name can be added to the National Register of Electors.
- Your information will be provided to Elections Canada only after your Canadian citizenship has been resumed.

**If you check the “no” box in Section 14(a):**

- Citizenship and Immigration Canada will not give your information to Elections Canada.
- You will not be on the list of electors automatically.
- You will still have the right to vote in federal elections and referendums.
- In the event of an election or referendum, you will have to take the necessary steps to be put on the list before you can vote, which means you will have to provide adequate identification that includes your name, address, and signature.

**Your personal information is protected**

Citizenship and Immigration Canada cannot provide information to Elections Canada without your consent. Information contained in the National Register of Electors can only be used for electoral purposes, as described in the *Canada Elections Act*. Your information is also protected by the *Privacy Act*.

For more information, call toll-free: 1-800-INFO-VOTE (1-800-463-6868) or visit the [Elections Canada Web site](http://www.elections.ca) (www.elections.ca).

**(b) Québec’s Permanent List of Electors - Authorization**

For Québec residents only.

When you resume your Canadian citizenship, you will have the right to vote. As soon as you become a Canadian citizen, you may want to have your name entered on Québec’s Permanent List of Electors.

**What is Québec’s Permanent List of Electors?**

The Permanent List of Electors is the registry of persons who are entitled to vote during elections and referendums in Québec. Those persons whose names appear on this list have the right to vote in provincial, municipal and school elections. The Chief Electoral Officer of Québec is responsible for drawing up and updating the Permanent List of Electors.

**If you check the “yes” box in Section 14 (b):**

- You authorize Citizenship and Immigration Canada to provide your name, address, gender and date of birth to the Chief Electoral Officer of Québec so that your name can be added to the Permanent List of Electors;
- Your information will be provided to the Chief Electoral Officer of Québec only after you resume your Canadian citizenship.

**If you check the “no” box in Section 14 (b):**

- Citizenship and Immigration Canada will not give your information to the Chief Electoral Officer of Québec;
- To be able to vote in a provincial, municipal or school election, you will have to go to the revision office and present two supporting documents to register your name on the list of electors.

**Your personal information is protected.**

Under the *Election Act* of Québec, the information provided by Citizenship and Immigration Canada to the Chief Electoral Officer may only be used for election purposes. The computer systems of Citizenship and Immigration Canada and those of the Chief Electoral Officer of Québec are not linked. Citizenship and Immigration Canada will not disclose to the Chief Electoral Officer of Québec the information needed to register you on the Permanent List of Electors without your consent.

For more information, call toll-free: 1-888-ELECTION (1-888-353-2846) or visit the Chief Electoral Officer of Québec [Web site](http://www.dgeq.qc.ca) (www.dgeq.qc.ca).

**Section 15**

You must **sign** the application with the signature you currently use on other official documents. Indicate where and when (date and place) you signed your application. Make sure you are eligible to resume citizenship before that date because the application fee is not refundable.

You must **sign** the bottom of the photographs with the same signature used on the application and on other official documents.

The application must be **signed and dated** before it is sent for processing. Citizenship and Immigration Canada will use the date you sign your application for the purpose of determining whether you meet the applicable criteria. If your application is not signed and dated, it will be returned to you. Your application will also be returned to you if it is stale-dated (we receive an application signed more than three (3) months ago) or if it is post-dated (we receive an application dated into the future).

Make sure that you are eligible to resume Canadian citizenship on the day before you sign the application.

**Section 16**

The individual, authorized officer of a firm or organization who assisted in the completion of this application, **must** complete and sign this section.

# Where to Send Your Application

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On the envelope to mail your application, print:

Your Name  
Your Address  
Your Postal Code

**Case Processing Centre - Sydney  
Resumption  
P.O. Box 10000  
SYDNEY NS B1P 7C1**

If you are sending more than one application (for example, applications for family members), you may send one receipt to cover all applications. Mail the receipt and all applications together in one envelope so that they will be processed together.

# What Happens Next?

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Once your application is received at the Case Processing Centre (CPC) in Sydney, Nova Scotia, it will be reviewed and processing will begin.

Some applications may encounter delays and require more time for processing. In these cases, you will be contacted for more information, or asked to supply additional documents. You may be asked to appear in person before a citizenship judge.

If you meet the requirements to resume citizenship, your local citizenship office will let you know when and where to go to attend a citizenship ceremony. At the ceremony you will take the oath of citizenship and receive your citizenship certificate.

**Remember:** You must advise us of any change of address or telephone number by contacting the Call Centre or by entering your new address on our on-line change of address service on our [Web site](#).

Citizenship and Immigration Canada has a quality assurance program. In this program, some applications are randomly selected for special review. The review means that you might be called to an interview with a Citizenship and Immigration Canada official, so that we can make sure that all the documents you gave us are correct, and that your application was completed properly. The interview is very short, and should not result in any delay to the processing of your application.