

LIST OF THE FORMS AND DOCUMENTS TO BE APPENDED TO YOUR APPLICATION FOR A SELECTION CERTIFICATE (ASC)

FORMS TO BE COMPLETED AND RETURNED

Read the instructions carefully and pay attention to the definitions before completing the forms. You must answer all questions. Answer “n/a” (not applicable) to those questions that do not apply to you.

Incomplete forms will be returned, which will only delay the processing of your application.

□ *Application for a selection certificate*

- The principal applicant and the spouse or de facto spouse, where applicable, complete the Application for a selection certificate entitled **“Principal applicant and spouse or de facto spouse”**

Note : Do not forget to write down your apartment number in the address section.

- Each child 18 years of age or over, if any, completes the Application for a selection certificate entitled **“Dependent child aged 18 or over”**

One identity photograph per person (adults and children) must be stapled to the photo section of the application of the principal applicant

□ *Application for permanent residence in Canada (IMM-0008)*

- The principal applicant and the spouse or de facto spouse, where applicable, must each complete a separate application
- Where applicable, each dependent child 18 years of age or over who will be accompanying you to Québec completes an application

□ *Annex – Declaration by spouse or the facto spouse (2/2)*

To be completed if you are married or are a de facto spouse

The principal applicant and the spouse or de facto spouse, where applicable, complete and sign the following annexes:

- ❑ **Where applicable**, the *Declaration by a candidate in a profession governed by a professional order* (D02)
- ❑ **Where applicable**, the *Declaration by a graduate of a foreign medical school* (D04)
- ❑ **Where applicable**, the *Declaration of an applicant who is a preschool, primary school, or secondary school teacher (general education)* (D19)
- ❑ **Where applicable**, the *Declaration of relative or friend in Québec* (D13)
- ❑ **Where applicable**, the *Declaration of financial independence* (D21)

OTHER DOCUMENTS TO BE APPENDED TO YOUR APPLICATION

For the principal applicant

- ❑ Full payment of the fees in accordance with the method of payment required
Foreign students – permanent immigration
or
Temporary workers – permanent immigration
- ❑ Copy of your resume
- ❑ Copy of the first six pages of your passport and of the passports of the persons accompanying you
- ❑ For you and your spouse, where applicable: certified true copy of your diplomas, high school level and higher
- ❑ Work references: letters of reference from all your employers providing a job description, length of employment a (starting date and termination date, where applicable) and the number of hours worked weekly. The work references are also required for the spouse (employment contracts and jobs offers are not sufficient)
- ❑ Financial documents: bank statement confirming transactions and balance for the last three months as well as a copy of last savings account statement, for you and your spouse or de facto spouse, where applicable
- ❑ Certified true copy of your marriage certificate, if you are married
or
- ❑ Proof of cohabitation for at least one year, if you have a de facto spouse

For every dependent person 22 years of age or over accompanying you

- Proof that the person is still single

or

- Proof that the person got married or became a de facto spouse before reaching 22 years of age
- Proof that the person has been enrolled in school, on a full-time basis and without interruption, since age 18, by submitting:
 - the transcripts for each year of studies since age 18
 - letter from the educational institution attesting to the date of graduation or the anticipated date of graduation as well as the number of credits obtained

or

- Medical certificate attesting to the physical or psychological incapacity of the person and his/her dependence on the principal applicant

For principal applicant, currently enrolled in full-time studies

- Recent original** of transcripts and letter from the institution stating the date (or probable date) of graduation as well as the number of credits obtained (or to be obtained), and specifying whether the studies are part-time or full-time

For principal applicant residing temporarily in the United States or in Canada with a student or worker permit

- Copy of your valid permit

For principal applicant residing in the United States or in Canada with a visitor visa (tourist)

- You are required to submit your application to the Québec Immigration Office serving your country of last permanent residence or the country where you may legally reside during the processing of your immigration application

For principal applicant having filed a request for asylum (refugee status claimant)

- The decision of the CISR (Commission de l'immigration et du statut de réfugié) or the document confirming that you have relinquished the request

For applicant presently employed in Québec

- Copy of the job offer

IMPORTANT

All the copies that you will send us must be certified true copies of the original and must be accompanied by an official translation in French or in English if they are in another language. The originals must be available upon request or for presentation at the interview, where applicable.

Your application cannot be processed if documents are missing or incomplete

INFORMATION

The Direction de la sélection des travailleurs – Amérique du Nord process only applications of candidates who, while legally admitted to the United States or to Canada for a period of at least a year, did not enter as tourists (visitors), and who are still legal residents at the time they submit their Application for a selection certificate.

If your situation does not comply with the above conditions, you are required to submit your application to the Québec Immigration Office serving the country where you are a legal resident or where you may legally reside during the entire processing of your immigration application.

REMINDER

⇒ **Candidates residing in Québec, in the United States or in a province of Canada must send their application at the following address:**

**Direction de la sélection des travailleurs – Amérique du Nord
285, Notre-Dame Ouest, rez-de-chaussée, bureau G-15
Montréal (Québec) H2Y 1T8**