

**Checklist for Student Partners Program for Study Permit Application**  
**学生合作计划学习许可申请审核表**

Name: _____ (姓名)		Purpose of Visit: _____ (访问目的)		
Passport Number: _____ (护照号)		Group No. if relevant: _____ (团号, 如有)		
		Yes/ 有?	No/ If not, why not? 没有? 如没有, 注明原因	For official use: dox present?
1.	Completed "Application for a Study Permit" (IMM 1294). If the applicant's spouse or common-law partner and/or children are planning to accompany the applicant, they will need to complete their own application using the appropriate application form. 填写完整的“学习许可申请表” (IMM 1294)。如果申请人的配偶或普通法伴侣、及/或子女计划与之同行, 他们也需使用正确的申请表格完整填写各自的申请信息。			
2.	Completed "Family Composition Information and Details of Education and Employment" form for the applicant, completed in English or French AND Chinese. 申请人完整填写的“家属表和教育及就业细节表”, 请使用中英文或中法文填写。			
3.	Completed "Family Composition Information and Details of Education and Employment" form for the applicant's mother and father, completed in English or French AND Chinese. 申请人的父亲和母亲分别完整填写“家属表和教育及就业信息表”, 请使用中英文或中法文填写。			
4.	Two (2) identical photos. Colour or black and white, taken against a plain white or light coloured background within the last 6 months. The frame size is 35mm X 45mm. On the back of one photo in each set, write the name in pinyin and date of birth (date/month/year) of the person appearing in the photo. 申请人需递交两张相同的在最近六个月内拍摄的彩色或黑白照片, 背景为纯白色或浅色。相片外框大小为35毫米X45毫米。每张照片后以拼音注明此人的姓名及出生日期(日/月/年)。			
5.	A valid passport. There must be one completely blank page other than the last page, available in the passport and the passport must be valid for at least six (6) months prior to travel. 本人有效护照。护照须包含除最后一页外的至少一整页空白页, 且必须在行程前至少六个月内有效。			
6.	Copy of your national identity document (two sides) 申请人本人中国身份证复印件(正反面)			
7.	The correct application processing fee paid in cash. Fee is non-refundable. 以现金支付正确的申请受理费。受理费不予退还。			
8.	A copy of the medical examination form given to applicant by the Panel Physician 由指定体检医师提供的体检表格副本			

9.	<p>One (1) copy of the Letter of Acceptance, showing the exact amount of tuition fees you are required to pay, the anticipated starting and finishing dates, the latest date you may register.</p> <p>一份录取通知书副本，显示申请人需缴纳的准确学费金额、预期的学习起止时间、申请人最迟的可注册时间</p>			
10.	<p>IELTS test results taken within last 24 months prior to the commencement of the program with overall band not less than 5.5.</p> <p>在课程开始前24个月内取得的平均分不低于5.5分的雅思成绩</p>			
11.	<p>The signed SPP Release of Information Form.</p> <p>签署好的学生合作计划信息披露表</p>			
12.	<p>A notarized copy of your Senior Middle School Graduation Certificate and Transcripts with the chop of your school's Registrar's Office.</p> <p>高中毕业证书的公证件，以及高中登记办公室加盖公章的成绩单公证件</p>			
13.	<p>If someone has assisted you in making this application: "Use of representative" form (IMM 5476B)</p> <p>如有第三方人士帮助你准备此次申请，请填写代理人信息表(IMM 5476B)</p>			
14.	<p>If you are under 18 years of age: Custodianship Declaration from your parent(s) and from the custodian in Canada The Custodianship Declaration can be obtained at <a href="http://www.cic.gc.ca/english/pdf/pub/custodian-parent.pdf">www.cic.gc.ca/english/pdf/pub/custodian-parent.pdf</a></p> <p>若申请人未满18岁，请递交来自于父母及加拿大监护人的监护声明。监护声明可从以下地址获得 <a href="http://www.cic.gc.ca/english/pdf/pub/custodian-parent.pdf">www.cic.gc.ca/english/pdf/pub/custodian-parent.pdf</a>.</p>			
15.	<p>If you are intending to study in Québec: Evidence of a valid Certificat d'acceptation du Québec (CAQ).</p> <p>若申请人计划在魁北克省学习，请递交一份有效的魁北克省接受函(CAQ)</p>			
16.	<p>If you are enrolled in or have graduated from a University or College diploma program: A notarized copy of any University or College Diploma granted, plus transcripts for any program for which you are currently enrolled. If you have not yet graduated, please indicate your expected date of graduation and whether you will receive a degree, diploma or certificate.</p> <p>若申请人目前正就读于大学或学院、或已从大学或学院毕业，请递交曾经获得的所有大学或学院学历的公证件，以及所有就读中的课程成绩单。如果仍未毕业，请注明预期毕业时间以及你将获得何种学位、学历或证书。</p>			
17.	<p>If you are 18 years of age or above: A notarized copy of your No Criminal Activity Certificate. 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.</p> <p>若申请人年满18岁及以上，请递交警方无犯罪记录证明的公证件。年满18岁后若在某国家或地区曾连续居住六个月或以上、则必须从此国家或地区获取警方无犯罪记录证明。</p>			

	<b>PROOF OF FUNDS</b> <b>资金证明</b>			
18.	Evidence of purchase of a special Guaranteed Investment Certificate from a participating Canadian financial institution, in the amount of \$10,000 to cover living expenses for your first year in Canada. 由加拿大参与金融机构出具的金额为1万加元、可负担申请人在加第一年生活费用的担保投资证(GIC)			
19.	Certificates of Deposit, dated within the last two (2) months showing current funds available for your tuition fees for the first year of studies, OR Copy of receipt for pre-payment of first year of studies provided by the SPP partner institution. 日期为最近两个月内的显示现有资金可支付第一年学费的存款证明，或学生合作计划合作院校提供的第一年学费预先支付的收据证明			
20.	Evidence of your parents' employment. In order to demonstrate this, we require the following: Original letters of employment from the current employer of each parent including: full name, address and telephone number of the parent's employer; parent's length of service, position, salary for the last two years, any bonuses and additional income. If you are being supported by a person other than your parents, the same information is required for them. 申请人父母的雇佣证明。要求如下： 申请人父母各自的现任雇主出具的雇佣证明信原件，须包含父母各自雇主的全称、地址和电话；父/母在该处就业年限、职务、最近两年的收入、有无任何奖金和额外收入。如果申请人由父母以外的人士资助，请按照以上要求提供相应信息。			
21.	If either or both of your parents own a business or part of a business: A notarized copy of the business registration 若申请人父母一方或双方拥有或部分拥有某公司，请递交公司登记证明的公证件			
22.	If you are employed: Original letter of employment including: full name, address and telephone number of the employer; length of service, position, salary for the last two years, any bonuses and additional income. 若申请人在职，请递交雇佣证明信原件，须包含雇主的全称、地址和电话；申请人在该处就业年限、职务、最近两年的收入、有无任何奖金和额外收入			
23.	If you are receiving any funding from a school in Canada or other organisation: Original letter containing details of the funding you are to receive during each year of your proposed course of study. 若申请人接受某加拿大学校或其它组织的资助，请递交预期学习期间每一年申请人将获得的资助的详细说明。			

Please note/请注意:

All Documents in Chinese must be accompanied by an English or French translation.

所有中文文件必须附有英文或法文的翻译件。

The processing fee is non-refundable for any application that is withdrawn or refused.

任何撤销或被拒签的申请受理费用都不予退还。

Inquiry Officer to delete as appropriate (资料审核员根据适用情况选择)

1. The applicant has confirmed that s/he has no other documents to submit  
申请人已经确认她/他不提交其他文件

OR 或者

2. The applicant has submitted the supporting documents above. I have advised him / her that failure to submit all necessary documents may result in the application being refused, but s/he has chosen to proceed with the application.  
申请人已经递交了上述文件，我已通知其不提交所有必要文件会导致被拒签，但其选择继续提交请。

Application processing Fee (申请受理费)		NAME OF TRAVEL AGENT 代理名称:	
Logistic Fee (申请递送费)		ADDRESS 地址	
Courier Fee(If any) 快递费(如选)			
Other Fees (其他费用)		TEL 电话	

\*The applicant/agent understands that the documents on the right side of the file will not be returned.

\* 申请人/代理已获悉所有在文件袋右边的申请材料将不会被返还。

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Name & Signature of Inquiry Officer (资料审核员签名)

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Date/日期

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Applicant's Signature (申请人签名)

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