

Hello XXXXXXXXXXXX,

I trust that this email finds you in good health.

Please review the attached "Letter of Acceptance/Enrolment" to ensure that the information is accurate. I have also attached two guides to help with the process.

Following are helpful instructions on how to extend your Study Permit and/or apply for a new Temporary Resident Visa from within Canada:

Use **Internet Explorer** and not Microsoft Edge or Google Chrome as a web browser if you are using a PC. You can refer to the following link if you experience any trouble: <http://www.cic.gc.ca/english/helpcentre/answer.asp?qnum=660&top=18>

## **Study Permit extension application:**

1. Create or sign in to your IRCC secure account: <https://www.canada.ca/en/immigration-refugees-citizenship/services/application/account.html>
2. Click on: **Apply to come to Canada** to start an application.
3. Click on: **Visitor visa, study and/or work permit** button.. Find out if you are eligible to apply online.
4. Request a "Letter of Acceptance or Proof on Enrolment" from the International office.
5. IMM 5709 Application for Study Permit Extension Guide:  
<https://www.canada.ca/en/immigration-refugees-citizenship/services/application/application-forms-guides/guide-5552-applying-change-conditions-extend-your-stay-canada-student.html#step2>
6. Don't forget to extend your Social Insurance Number at Service Canada once you have received your new Study Permit.

## **Temporary Resident Visa (TRV or Visitor Visa) application:**

1. Follow steps 1 to 4 **after** you have received your new Study Permit.
2. Request an official transcript by visiting [www.laurentian.ca](http://www.laurentian.ca)
3. Complete the online IMM 5256 Application for Temporary Resident Visa:  
<https://www.canada.ca/en/immigration-refugees-citizenship/services/application/application-forms-guides/guide-5256-applying-visitor-visa-temporary-resident-visa.html>  
**\*\*\*You will need to submit a separate application to renew your Temporary Resident Visa and only after you have your new Study Permit.**

Please do not hesitate to contact me should you require any assistance with your application process.

Kind regards,

Troy