








You can invite your family or friends to visit you as long as you have legal status (e.g., valid study permit, implied/maintained status, etc.) in Canada. If the person you are inviting needs a Temporary Resident Visa (TRV) to visit Canada, they must apply for it in their home country or at a Canadian Embassy, Consulate or High Commission serving their area. For a list of Visa Application Centers, please visit the IRCC webpage: <https://www.canada.ca/en/immigration-refugees-citizenship/corporate/contact-ircc/offices/find-visa-application-centre.html>.



Make sure that you have collected all the supporting documents:

-  Verification of Enrolment from Okanagan College – request using the webpage: <https://forms.office.com/r/WKsGHEA6HH> OR using the Okanagan College [iCent app](#), available for free download on Google Play or App Store - may take 10 to 15 business days
-  Official Okanagan College transcript (order online through your myOkanagan account for \$10).
-  Copy of your valid study permit, OR work permit – if you are working full-time. Some visa offices may require you to notarize any copied documents.
-  Proof of residence, especially if the person you're inviting will be staying with you e.g. copy of your lease, or a credit card or phone bill with your current address.
-  If you are currently working full-time on a post-graduation work permit, you can submit a letter from your employer.

The following documents be required:

-  Marriage certificate, if you are inviting your spouse
-  Birth certificate, if you are inviting your child

The person you are inviting may be required to provide the following:

-  Proof of funds, if they are sponsoring their own travel
-  Proof of economic and social ties to their home country i.e., proof that they plan to return to their country after their visit.

include bank statements, investments, letters, business ownership or proof of property.

include evidence that family members/organizations back home depend on them for financial support/social support.

## Application Steps

Complete and submit your Verification of Enrolment request using the webpage <https://forms.office.com/r/WKsGHEA6HH>. You can order your official transcript directly from your MyOkanagan account.

You will need to write a letter to the visa officer explaining that you are inviting your family member or friend to Canada 0 1 3 3 0 4 5 m



Once you have written your invitation letter and received your Verification of Enrolment and transcript, you can send these documents plus any additional supporting documents to the person you are inviting. If you are inviting more than one person, you may have to submit separate documents for each person. You can verify this information with the visa office processing your friend or family's application. Your friend or family member will now have to apply for a TRV at a Canadian Visa Office serving their country.

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## Sample Invitation Letter

The Canadian Embassy, Immigration Section

Dear Visa Officer,

Re: Letter of Invitation for my \_\_\_\_\_ .

I am writing this letter of support for my \_\_\_\_\_ , \_\_\_\_\_ for \_\_\_\_\_ Temporary Resident  
Visa application for Canada. The purpose of \_\_\_\_\_ trip will be \_\_\_\_\_ will stay at  
\_\_\_\_\_ for a total of \_\_\_\_\_ arriving on \_\_\_\_\_ and leaving Canada on  
\_\_\_\_\_. The cost of \_\_\_\_\_ trip will be covered by \_\_\_\_\_ .

\_\_\_\_\_ personal details are as follows:

Date of birth: \_\_\_\_\_  
Address in \_\_\_\_\_ : \_\_\_\_\_ , \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Email address: \_\_\_\_\_

I am a \_\_\_\_\_ at \_\_\_\_\_ in \_\_\_\_\_ where I am a \_\_\_\_\_ . I am  
currently in possession of a \_\_\_\_\_ and have enclosed a copy of it with this letter.

My personal details are as follows:

Date of birth: \_\_\_\_\_  
Address in \_\_\_\_\_ : \_\_\_\_\_

