

Applying for Canadian Citizenship

with Kasya Naidu

Funded by:



Immigration, Refugees
and Citizenship Canada

Financé par :

Immigration, Réfugiés
et Citoyenneté Canada



**SASKATCHEWAN
INTERCULTURAL
ASSOCIATION**

Promoting harmony among all people

Today

- Introduction & Land Acknowledgement
- 'Housekeeping'
- Areas of Support
- Who is eligible to apply?
- How to apply?
- Frequently Asked Questions
Q&A with Kasya Naidu

Introduction

Nathália Santos (She/Her)

Rebecca Green (She/Her)

Kasya Naidu (She/Her)

Land Acknowledgement:

On behalf of the Saskatchewan Intercultural Association, we would like to acknowledge the lands on which we operate; Treaty Six Territory, as the Traditional homelands of the Nêhiyawak, Nahkawe, Dakota, Lakota, Dene and Metis people.

With this acknowledgement we seek to reaffirm and strengthen our relationships with one another.

Housekeeping Rules

1. Personalize your name
2. Set microphones to mute when not speaking
3. Camera on if possible - it's nice to see your face!
4. Please type any questions using the chat feature
5. There will be a Q&A session after the presentation. Please feel free to send your question(s) at any time or use the 'raise hand' function to indicate if you wish to make a verbal intervention
6. **Slides will be shared after the presentation**

DISCLAIMER: We will only be able to answer questions as they *relate* to the presentation and further that we can't answer specific questions without more information.

Areas of Support

- **Employment**
- **Education**
- **Housing**
- **Healthcare**
- **Community & Government Services**
- **Youth Programs**
- **Childcare**
- **Language**
- **Settlement Services**
- **Interpretation & Notary Public Services**

Who's eligible?

ALL Canadian Permanent Residents and Refugees in all categories!

- Men and Women, ages 18+ as well as children who are family members.
- All CLB levels.

NAARS Referrals



International Women of Saskatoon (IWS) Inc.

INCOMING REFERRAL FORM

Triage Clients

CLIENT REFERRED TO:

 Saskatoon Office:

International Women of Saskatoon
301-336 5th Avenue North
Saskatoon, SK, S7K 2P4
Tel: 306-978-6611
settlement.manager@iwsaskatoon.org
triage.saskatoon@iwsaskatoon.org

 Regina Office:

IWS/LARC
100-2445 13th Avenue
Regina, SK, S4P 0W1
Tel: 306-525-5272
larcassistantmanager@iwsaskatoon.org
triage.regina@iwsaskatoon.org

CLIENT INFORMATION:

LAST NAME		PHONE NUMBER(S)	
FIRST NAME		EMAIL	
PR CATEGORY	<input type="checkbox"/> GAR <input type="checkbox"/> PSR <input type="checkbox"/> BVOR <input type="checkbox"/> Economic <input type="checkbox"/> Family Class <input type="checkbox"/> Other	Client UCI	
NAME OF SPOUSE		SPOUSE UCI	

CLIENT REFERRED FROM		3 RD PARTY NEEDS ASSESSMENT HISTORY	
NAME OF ORGANIZATION/AGENCY		NAME OF SPO/AGENCY	
DEPARTMENT (IF APPLICABLE)		ASSESSMENT DATE (S) MM/DD/YYYY	
CONTACT NAME		FISCAL YEAR	<input type="checkbox"/> 2020/2021 <input type="checkbox"/> 2019/2020 <input type="checkbox"/> 2018/2019
PHONE NUMBER			
EMAIL			

REFERRAL NOTES:

TYPE OF ASSESSMENT REQUESTED	<input type="checkbox"/> LARC <input type="checkbox"/> NAARS (initial) <input type="checkbox"/> NAARS (re-assessment)
INTERPRETATION REQUIRED?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, Language: _____
ASSESSMENT LOCATION REQUESTED:	<input type="checkbox"/> IWS Main Office <input type="checkbox"/> Zoom Meeting <input type="checkbox"/> Home Visit Offsite at SPO: Address: _____

Additional Notes:



International Women of Saskatoon (IWS) Inc.

INCOMING REFERRAL FORM –BASIC NAARS (Non-Refugee Clients)

CLIENT REFERRED TO:

 Saskatoon Office:

International Women of Saskatoon
301-336 5th Avenue North
Saskatoon, SK, S7K 2P4
Tel: 306-978-6611
Tel: 306-651-5272
infohub.saskatoon@iwsaskatoon.org
www.iwsaskatoon.org

 Regina Office:

IWS/LARC
100-2445 13th Avenue
Regina, SK, S4P 0W1
Tel: 306-525-5272
infohub.regina@iwsaskatoon.org
www.iwsaskatoon.org

CLIENT REFERRED FROM:

Name of Organization/Agency	
Department (if applicable)	
Contact Name	
Phone Number	
Email	

CLIENT INFORMATION:

LAST NAME		PHONE NUMBER(S)	
FIRST NAME		EMAIL	
PR Category	<input type="checkbox"/> GAR <input type="checkbox"/> PSR <input type="checkbox"/> BVOR <input type="checkbox"/> Economic <input type="checkbox"/> Family Class <input type="checkbox"/> Other	Client UCI/FOSS ID	

REFERRAL NOTES:

TYPE OF ASSESSMENT REQUESTED	<input type="checkbox"/> LARC <input type="checkbox"/> NAARS
INTERPRETATION REQUIRED?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, language: _____
ASSESSMENT LOCATION REQUESTED:	<input type="checkbox"/> IWS Main Office <input type="checkbox"/> Zoom Meeting <input type="checkbox"/> Home Visit

Additional Notes:

What is the process?

Nathália Santos

nsantos@saskintercultural.org

306-986-6333

Rebecca Green

rgreen@saskintercultural.org

306-986-0072

SIA's Website:

<https://saskintercultural.org/settlement-services/>

Canadian Citizenship

Who can apply?

In order to become a Canadian citizen, most applicants must...

- Be a Permanent Resident
 - Have lived in Canada for at least 3 of the past 5 years*
 - Must be present in Canada for 1,095 days*
 - You can only use a maximum of 365 *days* as a Temporary Resident or protected person toward your time spent in Canada
 - Days as Temporary Resident count as half days; days out of Canada are subtracted
 - Have filed your income taxes for at least 3 years within the 5-year period
 - Pass a citizenship test
 - Demonstrate your language skills in either English or French
 - A clear criminal record
- Other requirements may apply.

Language Skills

If you're **18 to 54** year of age on the day you sign your application, you must submit proof that you can **speak and listen** at the Canadian Language Benchmarks (CLB) Level 4 or higher in French **or** English.

To do this, you must send at least one of the documents with your citizenship application:

- CLB 4 or higher
 - CELPIP-G
 - IELTS General Training
 - IELTS Academic - **NOT** accepted
- Attended a secondary or post-secondary program in English or French
 - Diploma, Certificate, or Transcript. Your proof must be in English or French.
- LINC Certificate CLB 4 or Higher

Citizenship Test

If you want to become a Canadian Citizen, you must first pass the Citizenship Test, an exam that requires you to have knowledge about:

- Rights and responsibilities as a Canadian citizen
- Basic knowledge of Canada's geography, history, economy, laws, government and, symbols
- The test is 30 minutes long and you will have to answer 20 multiple choice **and** true or false questions
- Based on the official citizenship study guide: Discover Canada

Only newcomers ages **18 to 54** have to:

- Write the test
- Show proof of language test

How to Apply

There are two ways to apply for Canadian Citizenship:

Online or using Paper forms

Apply on paper **only** if you're not eligible to apply online. Don't apply both ways.

- **TO APPLY ONLINE YOU MUST:**
- Be eligible to apply for Canadian citizenship
- Have a valid email address
- You are between the ages 18 to 54
- Apply for yourself only (18+) or have a group invitation*
- You are not a crown servant

Starting January 4th, 2023, you can choose to receive an electronic citizenship certificate (e-certificate) **or** a paper certificate if you apply online.

How to Apply

There are two ways to apply for Canadian Citizenship:
Online or using Paper forms.

TO APPLY ON PAPER YOU MUST:

Collect the appropriate application package, which will include the instruction guide for applying as well as all the forms you will need to fill out. Make sure to use the document checklist to ensure you do not miss any documents when you apply.

(Links for Appropriate Application Packages are included at the end of this presentation)

How to Apply

There are **FEES** associated with applying for citizenship which might include:

- Application Fees total cost for one adult = \$630.00 (age 18+)
 - Processing Fee of \$530.00
 - Right of Citizenship Fee of \$100.00
 - Minors-only (under 18) Processing Fee of \$100.00
- Citizenship Certificate (proof of citizenship if need an extra copy)* \$75

How to Apply

Important NOTES about fees:

- Check the application package to know which fees you are responsible for.
- You must pay the application fees.
- The total amount of your fees will depend on whether you're an adult (age 18+) or minor (under age 18).
- If you're submitting more than one application at the same time, you can pay all the fees together.
 - There is only one fee.
- You have to pay your fees online. Only pay your fees once you're ready to submit your application.
 - Make sure to include the fee receipt with your application.

Document List

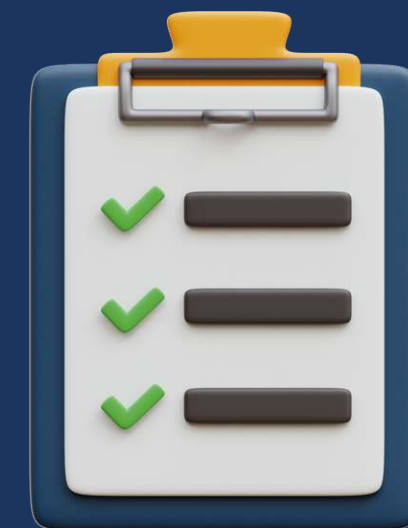
Gathering Your Documents



- You will need to photocopy biographical pages of ALL valid and expired passports or travel documents you had in the past 5 years.
 - You must **photocopy** ALL pages of any passport or travel document in the past 5 years, expired or not. The photocopies must be in **color**.
- **Photocopies of 2 pieces of ID** - both documents must show your name and date of birth. One must have photo on it.
 - The biographical page of your passport/travel documents can be one of your pieces of personal identification;
 - PR Card (may only be used if the second piece of personal identification was issued by the Canadian Government)*
 - Driver's License
 - Health card
 - Senior citizen's card
 - Travel document

Notes: Birth certificates, Social Insurance Number (SIN), bank cards, credit cards and previous Canadian Citizenship certificates are **not accepted** as personal identification for this application process.

Document List



Step 2: Gathering Your Documents

- **Citizenship Photos:** You must provide two (2) identical printed citizenship photos.
 - You must include the following information on the **back of the photo:**
 - Your (or the child's) first and last name
 - The name and complete address of the photographer studio
 - The date the photo was taken

Go to a photo studio: London Drugs, Shoppers Drug Mart, Walmart.

Note: Do not staple, glue or otherwise attach the photo directly to the application.

Document List



Gathering Your Documents

Language Skills

- If you're **18 to 54 years of age on the day you sign your application**, you must submit proof that you can **speak and listen** at the Canadian Language Benchmarks (CLB) 4 or higher in English or French.
Proof of language skills accepted:
 - Attended a secondary or post-secondary program in English or French (Diploma, transcript, certificate)
 - CELPIP General Test (CELPIP-G) or General (Listening and Speaking) Test (CELPIP-G LS) - 4 or higher in Listening **and** speaking
 - IELTS - 4 or higher in speaking **and** 4.5 or higher in Listening
 - LINC Certificate - CLB 4 or higher in speaking **and** listening.

Note: IELTS Academic is **not accepted** for citizenship applications.

Travel Journal

Record your trips outside Canada

- As a temporary or permanent resident, it's a good idea to write down your trips outside Canada, including day trips to the United States. You'll need this information when you apply for a new Permanent Residence card and when you apply for citizenship.
 - This is not an official document and we don't need to see it. It's just to help you remember your trips. **You won't need to send it with your application.**
- **What to record:**
 - The date you left and the date you came back to Canada, even if it's the same day
 - Countries you visited
 - Why you left – give examples like vacation, work, family, etc.
 - Include any day trips (less than 24 hours), including to the United States
 - When the journal is full, keep it safe and print a new copy

Travel Journal

Example of how to fill out the travel journal

Departure/ Départ du Canada <small>(yyyy/mm/dd) (aaaa/mm/jj)</small>	Return to/ Retour au Canada <small>(yyyy/mm/dd) (aaaa/mm/jj)</small>	Destination(s) <small>(country) (pays)</small>	Reason/Raison
<p>Note: If you visited more than one country during the same trip, record all the dates and countries visited. Remarque : Si vous avez visité plus d'un pays au cours du même voyage, inscrivez toutes les dates et pays visités.</p>			
2022/02/01	2022/02/26	France	visit family
2022/07/03	2022/08/01	07/04 to 07/20 Australia	vacation
.	.	07/20 to 07/25 Indonesia	vacation
2022/10/12	2022/10/26	United States	work

Paying Your Fees

Step 1: Check if You are Eligible

- Before you pay, check your application package to:
 - Make sure you are eligible
 - Gather all your documents - Download the Document Checklist Application for a Citizenship Certificate
 - Know what fees you need to pay
- Ensure you do not pay the wrong citizenship fees
If you pay the wrong fees or fees are missing, they may return your application.

Paying Your Fees

Step 2: Get Your Payment Card Ready

NOTE: The card you use does not have to be in your name. The cardholder's name will appear on the receipt, but it does not need to match your application.

The Government accepts credit, debit cards and prepaid cards from:

- Visa[®]
- MasterCard[®]
- American Express[®]
- JCB[®]
- UnionPay[®]
- Visa[®] & MasterCard[®] DEBIT cards
- Prepaid credit cards
 - NOTE: if you use a prepaid card, keep the card for at least 18 months after the payment in case any refunds are necessary.

Paying Your Fees

Step 3: Make the Payment

You have 2 options to choose your fees. With both options, you'll be able to review your choices before you pay.

Option 1: The government helps you choose your fees

- With this option, answer a few questions about your application type and the government will tell you which fees you need to pay.
- They won't check if you're eligible for the program you're paying for. If you're not sure you're eligible, check your application guide.

Paying Your Fees

Step 4: Make the Payment

Option 2: Choose your fees from a list

With this option, you select your application type to see the list of related fees. Then you enter how many of each fee you want to pay for.

****There is an option to:**

“Select your application type” option that is required.

Paying Your Fees

Step 5: Include Your Receipt in your Application

- After you pay, you'll receive an email copy of your receipt.
 - Print an extra copy for yourself
- If you're applying on paper, print the receipt and include it with your application.
- If you're paying additional fees for an application you already submitted online, follow the instructions they sent to your account.
- You can log in at any time to view all your receipts.

Submitting Your Application

Step 6: Include the Document Checklist on your Application

Make sure you:

- Sign the application form
 - Date the form the day you sign it (don't use a date in the past or future)
 - Print out the online physical presence calculation
- The application form and the physical presence calculation must have the same application date for the following applications:
 - Adult (age 18+).
 - Minor (under 18) without a Canadian parent applying alone.

Submitting Your Application

Step 7: Mailing your Application

- Send your completed application form and all the documents on the checklist, enclose all the documents in a large envelope, **do not** use staples.
 - By mail or courier
 - Consider registering your mail so you can track it and receive notification when it reaches IRCC.
 - As soon as possible after you sign and date the application form

NOTE: If an application is dated more than 90 days before the government receives it, they'll send it back to you.

Submitting Your Application

Note about sending Multiple Applications:

If you apply for more than one person and want the government to process your applications at the same time, put all applications in the same envelope.

Otherwise, they will be processed separately.

Checking your Application Status

How can I check if my application has been received?

IRCC will send you an acknowledgement of receipt letter (AOR) or email with an application number.

If you apply online:

You will see a confirmation page after you submit your application. You'll also receive an email asking you to check your account. A confirmation message with a confirmation number will be in your account. Keep your confirmation number for your records.

Frequently Asked Questions

1. How long will it take to get citizenship once you apply?

Due to the impact of Covid-19 presently we cannot determine processing time. They are backlogged so it can take a year or longer.

2. Is there any difference in the application for citizenship process if you are married to a Canadian? Is the process the same for all applicants?

The same process, even if you are married to a Canadian.

3. Can you hold a dual citizenship?

Yes, in Canada we accept dual citizenship, but you should double check with your home country embassy/consulate to ensure that you can maintain your citizenship once you obtain Canadian citizenship.

Frequently Asked Questions

4. What about immigration services – are you still eligible for job finding clubs, or the women's business hub at SODS or other services for immigrants once you have your citizenship?

Some of those services have time limits and are only open to Permanent Residents. This is information you should consider when applying.

5. Can you go to high school as a permanent resident? Can you attend high school as a Canadian citizen? Do you have to pay for it?

Yes, you don't have to pay, you only pay the default fees.

Frequently Asked Questions

6. Is there a fee to write the Citizenship Test?

Citizenship exam is free (part of the application process).

7. Can you continue to take CLB English classes once you are a citizen?

No, you are not eligible for IRCC funded English programs once you are a citizen, however there are other English programs that you can take.

8. What CLB level of English do you need to have to apply for citizenship?

CLB 4 or higher.

Frequently Asked Questions

8b. What level of CLB certificate do we need to apply?

- CLB Level 4 or higher (LINC)
- Third-party test results as proof of your language ability from organizations including:
 - Canadian English Language Proficiency Index Program:
 - CELPIP General
 - CELPIP General-LS: a 2 skills (listening and speaking) version
 - International English Language Testing System General training (IELTS - General)
 - Test d'Évaluation de Français (TEF) (in French)
 - Test d'Évaluation de Français (TEFAQ) (in French)
 - TEF pour la naturalisation: a 2 skills (listening and speaking) version

Frequently Asked Questions

9. What if you don't pass the citizenship exam?

A) If you don't pass your first written test, but meet the other requirements for citizenship, you will be scheduled for a second test. The second test usually takes place 4-8 weeks after the first test, but it may be longer.

B) If you don't pass your second test, they will send you a notice telling you to attend a hearing with a citizenship official. The hearing:

will last 30 to 90 minutes

may be in person or by video conferencing

- may be used to assess one or more requirements for citizenship (ie. knowledge of Canada, language, etc.)

C) If you don't pass the test after 3 tries, they will refuse your application. You can re-apply to try again.

Frequently Asked Questions

10. What are the main benefits to getting your citizenship?

- You can vote
- You can run for public office
- You can travel to other countries without a visa
- More job opportunities
- Your future children become citizens
- 1 year of free admission to Canada's Natural Parks and Cultural Centers

11. What documents do you need to get citizenship?

- 2 Recent identical Pictures
- 2 proof of identification (government issue; drivers license, health card NOT PR)
- Proof of current marital status and termination of your prior marriages.
- Proof of termination of your spouse's previous marriages, if any.

Frequently Asked Questions

13. Where do I send my application?

REGULAR MAIL

(Canada Post)

Case Processing Centre—Sydney
Citizenship Grants
P.O. Box 7000
Sydney, Nova Scotia B1P 6V6
Canada

COURIER MAIL

(UPS, FEDEX etc.)

Case Processing Centre—Sydney
Citizenship Grants
47–49 Dorchester Street
Sydney, Nova Scotia B1P 5Z2
Canada

Or online