



REQUEST TO AMEND VALID TEMPORARY RESIDENT DOCUMENTS OR INFORMATION CONTAINED IN THE CONFIRMATION OF PERMANENT RESIDENCE

PART A - PERSONAL DETAILS CONTAINED ON YOUR VALID TEMPORARY RESIDENT DOCUMENTS OR CONFIRMATION OF PERMANENT RESIDENCE

1 - Client ID number/UCI
This is an 8/10 digit number printed on your study permit document

Form with fields for: 2 - Surname(s), 3 - Given name(s), 4 - Other name(s), 5 - Other given name(s), 6 - Gender, 7 - Date of birth, 8 - Place of birth, 9 - Citizenship, 10 - Passport number, 11 - Date of issue, 12 - Expiry date, 13 - Marital status, 14 - Language of correspondence, 15 - Current mailing address, 16 - Residential address, 17 - Telephone no., 18 - Alternate Telephone no., 19 - E-mail address, 20 - Date of original entry, 21 - Date permanent residence or temporary residence was granted.

PART B - INFORMATION TO BE AMENDED

Form with instructions and checkboxes for: Confirmation of permanent residence, Authorization to Return to Canada, Work Permit, Study Permit, Visitor Record, Exclusion Order, Permit to Come Into or Remain in Canada - Temporary Resident Permit, Departure Order, Protected Person.

Section 2-12 in Part B

You will ONLY need to give the information if you are asking for this information to be changed.

PART B - INFORMATION TO BE AMENDED (continued)

2 - Surname(s) (Family name) <i>Blank</i>		3 - Given name(s) <i>Blank</i>	
4 - Date of birth (YYYY-MM-DD) <i>Blank</i>	5 - Place of birth (City, state/province) <i>Blank</i>		
6 - Country or territory of birth <i>Blank</i>		7 - Citizenship <i>Blank</i>	8 - Gender <i>Blank</i> <input type="checkbox"/> F Female <input type="checkbox"/> M Male <input type="checkbox"/> X Another gender
9 - Marital status <i>Blank</i> <input type="checkbox"/> Never married <input type="checkbox"/> Married <input type="checkbox"/> Common-law partner <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/> Separated			
10 - Date of original entry (YYYY-MM-DD) <i>Blank</i>	11 - Date permanent residence or temporary residence was granted (YYYY-MM-DD) <i>Blank</i>	12 - Other change (Provide a description in PART C, section 2 below) <i>Blank</i>	

PART C

1 - If you are applying for an amendment to your confirmation of permanent residence (or record of landing) and you are not a Canadian citizen, have you, since your admission to Canada as a permanent resident, been convicted of a crime or offence in Canada or elsewhere?

No Yes ► If yes, attach copies of the relevant court documents. *If you are a study permit holder, leave this section blank.*

2 - Reasons for requesting the amendment(s). (Attach another sheet if you need more space.)

Provide an explanation of the reasons why you are requesting the amendment(s).

STATEMENT

I certify that the statements made on this application document are true and correct. I understand that the approval of my request to amend my date of birth may affect my eligibility for benefit and services from other government institutions as that term is defined in the *Privacy Act* and may also result in the recovery from me by other government institutions of payments or benefits made to me under income support programs for which I was not eligible at the time the payments or benefits were paid.

Signature ► *Print and Signed* _____ Date _____
(YYYY-MM-DD)

Personal information provided on this form is collected by Immigration, Refugees, and Citizenship Canada (IRCC) under the authority of the Immigration and Refugee Protection Act (IRPA). The personal information will be used for the purpose of processing an application. The personal information provided may be disclosed to other federal government institutions, law enforcement bodies, non-governmental organizations, provincial/territorial governments and foreign governments for the purpose of validating identity, admissibility and eligibility.

Personal information may also be used for other purposes including research, statistics, program and policy evaluation, internal audit, risk management, subsequent program eligibility, strategy development and reporting.

Failure to complete the form in full may result in a delay or the application not being processed. The Privacy Act gives individuals the right of access to, protection, and correction of their personal information. If you are not satisfied with the manner in which IRCC handles your personal information, you may exercise your right to file a complaint to the [Office of the Privacy Commissioner of Canada](#). The collection, use, disclosure and retention of your personal information is further described in IRCC's Personal Information Bank – IRCC PPU 042.

DOCUMENT CHECKLIST

REQUEST TO AMEND VALID TEMPORARY RESIDENT DOCUMENTS OR INFORMATION CONTAINED IN THE CONFIRMATION OF PERMANENT RESIDENCE

Ensure the following documents are included with your application. Check each box once you enclose the item. Failure to provide a fully **completed application or the necessary documents** will result in the return of your application. Please make sure you complete this document and include it in your application as the cover page. Submit photocopies of documents unless we ask for originals as they will not be returned to you.

I HAVE ENCLOSED THE FOLLOWING ITEMS:

(See "Gather documents" section in the Instruction Guide for examples)

- Original** Request to Amend Valid Temporary Resident Documents or Information contained in the Confirmation of Permanent Residence **completed and signed**.
- Photocopy** of federal or provincial/territorial government issued photo identification **OR** if unavailable, **photocopy** of government issued or internationally recognized photo identification from outside Canada prior to your entry to Canada. (See "Gather Documents" section in the Instruction Guide for examples)
- Photocopy** of another form of government issued or internationally recognized identification from outside Canada before your entry to Canada indicating an error was made. (See "Gather Documents" section in the Instruction Guide for examples)
Another ID is not required if you are amending your study permit.
- Photocopy** of letter of acceptance or enrolment from your current designated learning institution, if applicable.
The letter of acceptance has to be the one that you submitted to apply your current study permit.
- Copies** of court documents if you have been convicted of a crime since becoming a permanent resident (if you are not a Canadian citizen). *Court documents is not required if you are amending your study permit.*
- Original** Use of a Representative (IMM 5476) form **completed and signed**, if applicable.
- Proof** of urgency, if applicable.

IMMIGRATION DOCUMENT CONTAINING ERROR

- Original** Work Permit, Study Permit, Visitor Record or Permit to Enter and Remain in Canada (IMM 1442, IMM 1208, IMM 1102, IMM 1097 or IMM 1263).
- Photocopy** of the Record of Landing (IMM 1000) or Confirmation of Permanent Residence
Record of Landing is not required if you are amending your study permit.

Mail your completed application form and all required documents to:

Request to amend Valid Temporary Resident Documents or Information contained in the Confirmation of Permanent Residence
Operations Support Centre (OSC)
PO Box 8784 STN T CSC
Ottawa, Ontario K1G 5J3