

## CANADIAN IMMIGRATION INFORMATION

Determine if you need an Electronic Travel Authorization (eTA) or Temporary Resident Visa (visitor visa) (TRV) to enter Canada at

<https://ircc.canada.ca/english/visit/visas.asp>

**CLICK HERE if you need an eTA**

**CLICK HERE if you need a TRV**

### Additional Information

[Information on why you may not be admitted to Canada](#)

[Additional Immigration Guidance](#)

## **IF YOU NEED AN ETA**

Apply at <https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/eta/apply.html>

You will need:

1. Valid Passport
2. Valid email address
3. Acceptable Payment Method (Visa, Mastercard, American Express (standard or pre-paid), Visa Debit or Mastercard Debit, UnionPay or JCB card).

The eTA costs \$7 CAD.

Most applications are approved within minutes. If additional documents are needed, an email will be sent to you within 72 hours.

## IF YOU NEED A TRV (VISITOR VISA)

You must:

- Have a valid travel document (such as a passport)
- Be in good health
- Have no criminal or immigration-related convictions
- Convince an immigration officer that you have ties—such as a job, home, financial assets or family—that will take you back to your home country
- Convince an immigration officer that you will leave Canada at the end of your visit
- Have enough money for your stay
- Have a letter of invitation

FMA will provide your letter of invitation. Please send:

1. Name as it appears on passport
2. Company/Organization
3. Date of Birth
4. Passport Country of Issuance
5. Passport Number
6. Street Address
7. City:
8. State/Province:
9. ZIP/Postal Code
10. Country
11. Hotel/other housing reservation confirmation

to [bsn-orleans@usf.edu](mailto:bsn-orleans@usf.edu).

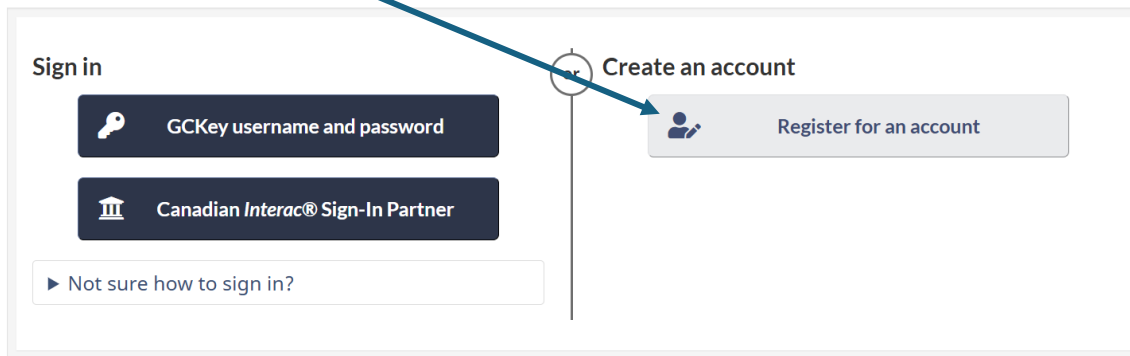
**Please Note: You must be registered for the conference to receive a letter of invitation. If you have not registered, [please click here](#).**

Invitation letters are typically issued within 24 – 48 hours of request (Monday – Friday).

Once you receive your letter,

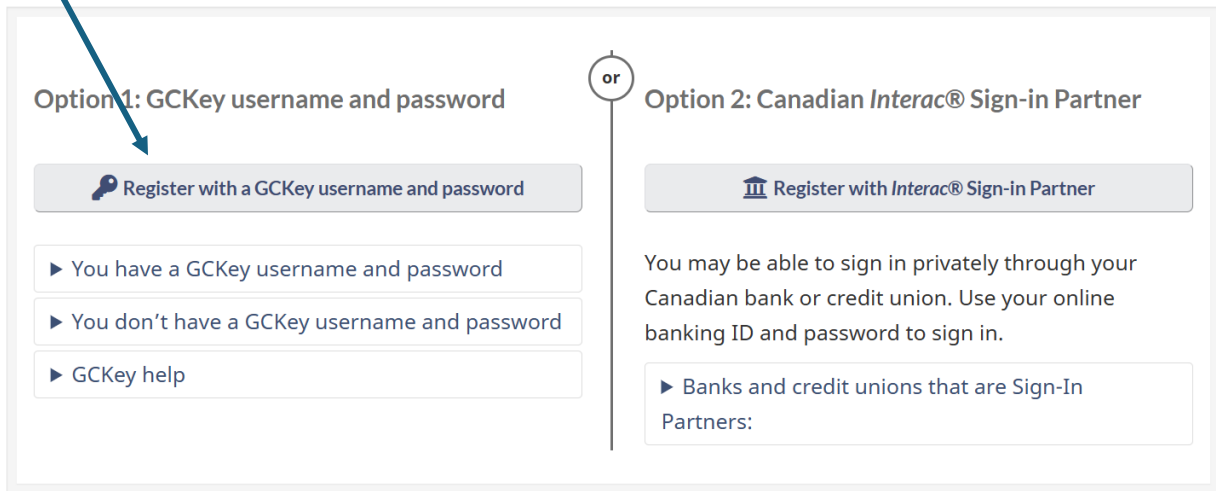
Create an account at <https://www.canada.ca/en/immigration-refugees-citizenship/services/application/account.html>

Click Register for an account



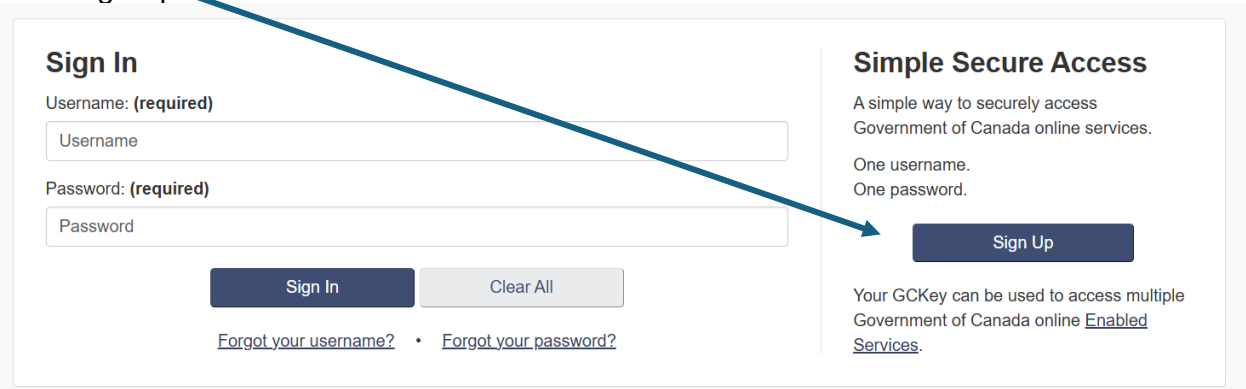
The screenshot shows a user interface for account management. On the left, under the heading "Sign in", there are two dark buttons: "GCKey username and password" (with a key icon) and "Canadian Interac® Sign-In Partner" (with a bank icon). Below these is a link "▶ Not sure how to sign in?". On the right, under the heading "Create an account", there is a light grey button "Register for an account" (with a person icon). A blue arrow points from the text "Click Register for an account" to the "Register for an account" button.

Click Register with a GCKey username and password



The registration screen is split into two columns. The left column is titled 'Option 1: GCKey username and password' and contains a button with a key icon labeled 'Register with a GCKey username and password'. Below this are three links: 'You have a GCKey username and password', 'You don't have a GCKey username and password', and 'GCKey help'. The right column is titled 'Option 2: Canadian Interac® Sign-in Partner' and contains a button with a bank icon labeled 'Register with Interac® Sign-in Partner'. Below this is a paragraph: 'You may be able to sign in privately through your Canadian bank or credit union. Use your online banking ID and password to sign in.' and a link: 'Banks and credit unions that are Sign-In Partners:'. A vertical line with a circle containing the word 'or' separates the two options.

Click Sign Up



The sign-in screen has two main sections. On the left, under the heading 'Sign In', there are two input fields: 'Username: (required)' and 'Password: (required)'. Below these are two buttons: 'Sign In' and 'Clear All'. At the bottom of this section are two links: '[Forgot your username?](#)' and '[Forgot your password?](#)'. On the right, under the heading 'Simple Secure Access', there is a paragraph: 'A simple way to securely access Government of Canada online services. One username. One password.' Below this is a dark blue 'Sign Up' button. At the bottom of this section is another paragraph: 'Your GCKey can be used to access multiple Government of Canada online [Enabled Services](#).'

Once the application process is completed and you have logging into your account, scroll down and select **Apply to Come to Canada**

[Apply to come to Canada](#)

Includes applications for visitor visas, work and study permits, Express Entry and International Experience Canada. You will need your personal reference code if you have one.

Scroll down, click **Visitor visa, study and/or work permit** under I do not have a Personal Reference Code

**I do not have a Personal Reference Code**

If you do not have a personal reference code, you may answer a series of questions to find out if you are eligible to apply for a visa and/or permit, apply for Express Entry, and begin an online application.

If you begin your application **after you have logged into your account**, you will not receive a personal reference code, as the system will save your document checklist right into your account.

Determine your eligibility and apply online:

**Visitor visa, study and/or work permit**

Complete the Questionnaire to determine your eligibility for a TRV.

You will receive a checklist of items required for your application. You **MUST** provide each item on the checklist.

The first item is the application for Visitor Visa (Temporary Resident Visa) Made Outside of Canada (IMM5257) (required). Click the document name to download and complete this form.

## Application Form(s)

### Application Form(s)

Details	Document name	Instructions	Options
Not provided	<a href="#">Application for Visitor Visa (Temporary Resident Visa) Made Outside of Canada (IMM5257) (required)</a>		<input type="button" value="Upload file"/>

### IMPORTANT

Your application must be tagged with the Immigration, Refugees, and Citizenship Canada (IRCC) Special Event Code for the 2025 FMA Annual Meeting. Under DETAILS OF VISIT TO CANADA, select Other and enter **25FMAA** in box b.

DETAILS OF VISIT TO CANADA	
1 * a) Purpose of my visit	*b) Other
Other	25FMAA

Other items that must be uploaded are:

- Family Information Form (IMM57070)
- Travel History
- Passport
- Invitation Letter
- Proof of Means of Financial Support
- Digital Photo

Once Form IMM5257 has been completed, click Validate at the bottom of the form.



Validate

Once your form is validated, save it to your computer, log into your IRCC account and upload the completed form by clicking **Continue application**

## Continue an application you haven't submitted

Continue working on an application or profile you haven't submitted or delete it from your account.

Search:  Showing 1 to 1 of 1 entries | Show  entries

Application type ↑↓	Date Created ↓	Days left to submit ↑↓	Date last saved ↑↓	Action
Online Application	January 27, 2025	60	January 27, 2025	<a href="#">Continue application</a> <a href="#">Delete application</a>

## Special Information on Biometrics

Some individuals may be required to provide biometrics (fingerprints and photo) for your application. Click <https://ircc.canada.ca/english/visit/biometrics.asp> to determine if biometrics are required. The biometrics fee is \$85 CAD.

If biometrics are required, you will receive a Biometric Instruction Letter (BIL) from IRCC.

There are 4 things you need to know:

1. You must provide your biometrics in person.
2. You need to make an appointment to provide your biometrics.
  - a. Walk-in or emergency appointments may be accommodated, but booking ahead is best.
  - b. Booking an appointment is **free**.
3. Book your appointment as soon as you get your BIL.
4. To avoid fraud, use the link below to find your local visa application centre:

<https://www.canada.ca/en/immigration-refugees-citizenship/services/biometrics/where-to-give.html>

Once you have selected your city, you will be forwarded to the VAC Centre's website. Select Book an appointment – Book now to provide your biometrics.

**TTSERVICES** English ▾

Home Apply for a Visa Book an appointment Passport Submission Attend a centre Track your application Additional Services

## Welcome to TT Services

TT Services is the exclusive service provider for the Government of Canada, authorized to provide administrative support services to visa applicants in Mexico. The Canada Visa Application Centre is operated by VFS Global in partnership with TT Visa Services (hereinafter TT Services).

<b>Apply for a Visa</b> Find information and begin your application <a href="#">Start now</a>	<b>Book an appointment</b> Schedule your appointment with us <a href="#">Book now</a>	<b>Find a centre</b> Information about your local centre <a href="#">Find now</a>	<b>Submit Passports and Documents</b> Submit your Passport or documents at a Visa Application Centre <a href="#">Find now</a>
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Select New User? To create an account.

**TTSERVICES** Mandatory Fields ?


### Appointment Login

Select Language : English ▾

If this is the first time you are using this service, Please click on new user.

Email ID

Password

 Enter the text shown in image

[Forgot Password?](#) [New User?](#) [Continue](#)

**Important: Do not book appointments for biometric collection until you receive your Biometric Instruction Letter (BIL) from IRCC. If you do book an appointment, and do not receive your letter by your appointment date/time, please cancel your appointment.**

**Applicants must book their appointment within the validity of the Biometrics Instruction Letter (BIL). Biometrics will not be collected if the BIL has expired. Please contact IRCC via [webform](#) if you have any queries or concerns on BILs. Thank you for your cooperation.**

**Once your application has been completed, you must send your:**

- **First name and last name as they appear on your passport**
- **Passport country of issuance**
- **Visa application number**

**to [bsn-orleans@usf.edu](mailto:bsn-orleans@usf.edu).**

**FMA is required to provide verification information for all visa applications to the Government of Canada.**

You can log into your IRCC account at any time to track the status of your application.

If your application is approved and you applied online, you will receive a letter in your IRCC account with instructions on how to submit your passport.

If your application is approved and you submitted a paper application, your passport with the visa will be returned to you.