

TIPS FOR A SPONSORED SPOUSE/Common Law PARTNER COMPLETING GENERIC APPLICATION FORM FOR CANADA (IMM0008) ON THE ONLINE PERMANENT RESIDENCE PORTAL

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This handout is solely for informational purposes and does not constitute legal advice.. We urge you to consult with us at info@connectingottawa.com if you have any specific legal questions about a client's situation.

This document does not review every question on the form. Information is provided for those questions that are the most difficult ones or ones where people often make mistakes.

This form must be completed on the permanent residence online portal from the perspective of the principal applicant, the person being sponsored. The “applicant” is the sponsored spouse/partner.

PRINCIPAL APPLICANT APPLICATION DETAILS

- The number you write for the number of family members included in the application should include yourself (the sponsored spouse/partner) plus any dependent children who are applying with you. Do not include your sponsor in Canada or any other family members who are not immigrating to Canada.
- The place you list that you plan to live must be where your sponsor lives.
- Your country of citizenship is the place listed on your passport or other travel document, whatever it says.
- It is very important to answer the question about using another name in the past if you have ever used any other name, like a name you used before getting married or if people ever called you another name.
- Your UCI is your immigration client number and is not the same as your application number. You probably don't have this number yet unless you have previously come to Canada on a visa, so you don't have to answer this.
- If you are a citizen of more than one country, you must list the second country. Also remember to check the Country-Specific requirements for both of those countries, as you may have extra forms to complete depending on your citizenship.
- Your current country of residence is where you are at the time you submit the application. You must list your immigration status in that country.
- During the past five years, if you lived somewhere other than your country of citizenship for more than six months, you must list this country. If you were there for less than six months at once, you can just say no.

MARITAL AND RELATIONSHIP STATUS

- If you are submitting your sponsorship as married, be sure you choose married here. If you are submitting your sponsorship as common-law, be sure to choose common-law in this section on marital status.
- Under previous relationships, you must include the information for anyone you were married to in the past or lived in a common-law relationship with in the past for at least 12 months. The end date of the relationship should be the date you separated, divorced, the person died, or you stopped living together common law. If you have more than one past relationship, you can upload an additional document to provide that information.

CONTACT INFORMATION

- The mailing address is where Immigration could send you letters. It should be the address of your sponsor in Canada or your lawyer if you have one.
- You should include at least one phone number in Canada (the sponsor's number, so that Immigration can easily contact them if necessary).
- You don't need to have a fax number and can skip this question.
- The email address you list should be the email of your sponsor, where you want Immigration to send all correspondence. Remember to complete a Use of Representative form so that your sponsor can correspond with Immigration on your behalf.

PASSPORT

- This section just asks for your basic passport information. If you do not have any national ID card, that is fine and you can just say no to that section.

EDUCATION/OCCUPATION DETAIL

- You must choose the highest level of school you finished. For example, if you began university but did not complete it, you would choose secondary school as the highest level of education completed.
- Your total number of years of education means from the time you started going to school until the time you left school.
- In the employment section, either list the name of your job or say unemployed.

LANGUAGE DETAIL

- In this section, it is fine to say that you do not speak English or French and that you have not taken a language test. This is not required at all.

DEPENDENTS

- Now you answer all the same questions for each of your dependents. In a spousal sponsorship, the only dependents that are normally included are any children you have who are under age 22 or who are over age 22 but are unable to support themselves due to a mental or physical disability. If you have a child who is under age 22 and who has their own child, you may include both your child and grandchild as your dependents as long as your child is not married or in a common law relationship.
- Note that you must include information about each of your dependents in the profile section of the online Permanent Residence Portal as well as on this online form.
- For each dependent you include, you are answering the questions about them, not about yourself. For example, if it says your marital status, it means the marital status of the dependent you are including.
- There is a very important question in this section about the type of dependent you are including. This is where you put the relationship between you and your dependent, such as child.
- Choose "yes" for whether your dependent will come with you to Canada, unless you are declaring them but they are not included in the sponsorship. If that is the case, choose "no".
- You must include all your dependent children on this form, even if some of them will not be immigrating to Canada.