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Guide: Application for Canadian Citizenship: Adults - Subsection 5(1) CIT 0002

 Print

i **Make sure you use a version of the application form dated October 2020 or later.** You can find the version date on the bottom left corner of the form. For example, “CIT 0002 (10-2020)” means the version date is October 2020. The date you sign or mail your form does not change the version date.

If you submit your application on a form with a version date older than October 2017, we’ll return it to you and ask you to resubmit your application using the **newest version** of the form.

Canada is a country that embodies multiculturalism and diversity and encourages newcomers to achieve their full potential by supporting their integration and active participation in social, cultural, economic and political affairs. We thank you for the commitment you are showing to Canada by applying to become a Canadian citizen!

This form and guide is for Permanent Residents, 18 years of age or older who wish to apply to become Canadian citizens.

This is not a legal document. The explanations and definitions are not legal definitions. In case of a discrepancy between the language in this document and the relevant legislation or regulations, the legal text in the legislation and regulations prevails.

For legal information, see the:

- [Citizenship Act](#)
- [Citizenship Regulations](#) and [Citizenship Regulations No. 2](#)

This information will help you complete the forms and guide you through the application process.

Accessing help

If you need help, you may find the answer to your questions by visiting the [Help Centre](#).

To download and open a PDF form, you need to have Adobe reader 10 or higher installed. Mobile devices such as iPads, tablets and mobile phones can't be used for IRCC forms.

If you are having difficulties downloading the form, visit [How do I download and open a PDF form for IRCC's website?](#) in the Help Centre

Steps to Canadian Citizenship

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Step 1 – Make sure you're eligible

To be eligible for Canadian citizenship, you:

- must be a permanent resident (landed immigrant) of Canada
- must have been physically present in Canada for at least 1,095 days in the 5 years immediately before you apply
- may need to file personal income taxes for at least 3 years within the 5-year period
 - Find out if you need to file your taxes
- must demonstrate adequate knowledge of English or French (if you are between 18 and 54 years old when you apply)
- must demonstrate you have knowledge of Canada and of the responsibilities and privileges of citizenship (if you are between 18 and 54 years old when you apply—this is assessed after you apply)
- **can't** have any unfulfilled conditions related to their permanent resident status
- **can't** be under a removal order
- **can't** be inadmissible or prohibited on criminal or security grounds

Use this tool to check if you're eligible to apply for Citizenship.



Note: If you are a Registered Indian applying for Canadian citizenship, please review Processing a grant or resumption of citizenship for registered Indians.

The five (5) year eligibility period is only the five (5) years before the date you sign your application. This is the time period you will use in the Physical Presence Calculator.



Important information

Possible loss of other citizenship

You could lose your present nationality or citizenship if you become a Canadian citizen. If you have any questions about this, please contact the embassy, high commission or consulate of the country of your present nationality before applying for Canadian citizenship.

Step 2 – Calculate how long you’ve been in Canada

To calculate how long you’ve been in Canada (your physical presence)


- **use the online calculator**, and
- print a copy of your results and include it with your application

If you **can’t** use the online calculator, use our form: How to Calculate Physical Presence [CIT 0407] (PDF, 1.85 MB).

Double-check your calculations. Errors can delay the processing of your application.



You don't have to sign or date your physical presence calculation (your printout of the Online Physical Presence Calculator or form CIT 0407).

You **must** recalculate your physical presence  if we return the application because

- the application form and the calculator printout have **different** application dates (they must be the same)
- your calculation is **incorrect**
 - double-check your calculation
 - include **all** the times you spent **outside** Canada in **3 out of the last 5 years**
- you **didn't** sign or date your application form
- you submitted an **outdated** application form
 - use the **newest** version of the form: [Application for Canadian Citizenship - Adults \[CIT 0002\] \(PDF, 2.91 MB\)](#)
- it's dated either
 - more than 90 days before we receive it, or
 - into the future (post-dated)

Make sure the application form **and** the calculator printout have the **same** application date.

For help, see [questions about physical presence calculations](#).

Step 3 – Gather your documents

Submit the following documents with your application:

1. **The original printout of your Online Physical Presence Calculation or form CIT 0407 (PDF, 1.85 MB).**
2. **Colour photocopy of all pages (valid or expired) of your passport(s) or travel document(s)** during your (5) year eligibility period, including the biographical page which includes: name, photo, date and place of birth, passport/travel document number, issue date and expiration date.
 - If you do not have these documents or there is missing time between the validity dates of the travel documents, provide an explanation in question 14 on the application form.
3. **Photocopies of two (2) pieces of personal identification.**

Examples of identification you can use include:

- a copy of the biographical page of your passport/travel document (as requested above and also can be one (1) of your pieces of personal identification)
- permanent resident card (PR card)
 - A PR card may only be used as personal identification if your **second piece of personal identification was issued by the Canadian government** (Canadian federal, provincial or territorial government-issued documents that can be used to establish identity).

- driver's licence
- health insurance card
- senior citizen identification card
- age of majority card
- foreign identity documents, such as a passport or government issued identification documents



Note: If there is information on both sides of the identification document, photocopy both sides.

4. If you are 18 to 54 years old:

- **Photocopies of your proof of English or French language ability.**

Examples of the types of language evidence that can be submitted include:

- results of a third-party language test
- diploma, certificate or transcripts from a secondary or post-secondary education program in Canada or abroad, where the language of study was English or French
- proof that you have reached the Canadian Language Benchmark (CLB) level 4 or higher through a government-funded language training programs

For more information visit [“What documents can I use to prove that I meet the citizenship language requirement?”](#)

OR

- If you are 18-54 years of age and **unable** to demonstrate that you have the necessary English or French language ability due to compassionate grounds, submit **supporting evidence** with your application.
- Provide a completed [Waiver Request Form \[CIT 0116\] \(PDF, 2.16 MB\)](#).
- If you are requesting a waiver due to a medical condition, we recommend you also provide a [Medical Opinion Form for Citizenship Waivers \[CIT 0547\] \(PDF, 2.59 MB\)](#), filled out by a medical professional licensed to practice in Canada.
- You should also provide any additional documentation that we should consider with your waiver request.

Compassionate grounds include medical and non-medical factors.

Examples include (but are not limited to) evidence of

- a **severe** medical condition that has lasted (or is expected to last) for **at least 1 year**, including
 - serious illness
 - physical or developmental disability
 - mental impairment
- trauma due to
 - war
 - torture
 - living in a refugee camp

- other similar circumstances
- low levels of education or literacy in the first language (mother tongue)
- other circumstances that may justify a waiver.

Requesting a waiver does not guarantee it will be approved. Waiver requests are assessed on a case-by-case basis.

5. **Two (2) identical citizenship photos**

6. **Fee Receipt** - The application fee of \$630.00 per adult paid online

7. The Document Checklist [CIT 0007] (PDF, 0.9 MB).

Step 4 – Complete the application form

- You must answer all the questions on this form unless instructed otherwise
- Download and fill out the form on a computer.
- You also have the option to save your form and fill it out later.
- Read and follow the questions below to help you fill out the form.

Question 1. From the list, select the language (English or French) in which you would like to receive your service.

Question 2. Tell us if you have any **special needs that require accommodation**. If **“Yes”**, select the appropriate accommodation you require in the drop down menu.

Some examples of special needs are:

- wheelchair access
- sign language interpretation (for example, deaf individuals may have a sign language interpreter to help with the assessment of “listening and speaking” ability)
- personal assistance (for example, you will be accompanied by a care attendant, an interpreter, service animal, a sighted guide, etc.);
- materials in accessible formats (for example, the study guide is available in large print, audio or Braille versions);

If the special need is not listed, please explain in the space provided.

Question 3.

Your Unique Client Identifier (UCI) as shown on your Record of Landing (IMM 1000), Confirmation of Permanent Residence (IMM 5292 or IMM 5688), or Last Permanent Residence Card (PR Card):

You can find your client ID number or UCI on your:

- Permanent Resident Card (PR Card)
 - the number next to your photograph
- Confirmation of Permanent Residence (IMM 5292 or IMM 5688)
 - the number at the top right corner of the document

- Record of Landing (IMM 1000)
 - if there is no client ID number listed, provide the document number located at the bottom right corner that begins with a W followed by 9 digits (Example: W 012 345 678)

The UCI is an **eight or ten-digit number**

Question 4.

Your full name as shown on your Record of Landing (IMM 1000), Confirmation of Permanent Residence (IMM 5292 or IMM 5688), or Last Permanent Residence Card (PR Card).

- Examples of documents are listed above in Question 3.
- If you do not have a given name, leave this field blank. **Do not enter** “*”, “Not applicable” or “NA”.
- a. If you changed your name since becoming a Permanent Resident, select “**Yes**” from the drop down menu and provide the required documents listed in [Appendix A - Name Change](#).
- b. Choose your gender (**F**-Female, **M**-Male or **X**-Another gender).
 - **Note:** If the gender identifier chosen is **F** or **M**, it must match the sex that appears on the passport or travel document you

- provide with your application. If the gender identifier chosen is **X**, it should match an equivalent non-binary option
- If you have legally changed your gender designation you must submit additional documents. Consult [Appendix C - Request for a Change of Sex or Gender Identifier](#)
- c. Indicate your height (how tall you are), either in centimetres or feet/inches
- d. Indicate your natural eye colour.
- e. Your date of birth as shown exactly on your Record of Landing (IMM 1000), Confirmation of Permanent Residence (IMM 5292 or IMM 5688), or Last Permanent Residence Card (PR Card).
- If your date of birth needs to be corrected, see [Appendix B - Date of Birth Correction](#).
 - If your entire date of birth is unknown, please use '*' (star sign or asterisk) to fill in the spaces for the month or day, where applicable.
- f. Write your place of birth, including the city/town and country
- Note: if your city, town, or country or territory of birth is indicated in your passport or your travel document, please record it as it appears in the document.

Question 5.

We need to know all of the names you have ever used in order to verify your identity. If you used any other names other than the one being requested in your grant of citizenship application, print them in the chart.



Note: this question is optional, only complete it if it applies to you.

- Examples: Name at time of birth, name before marriage, previous married names, married name, nick names or any other names you have used.
- If you do not have a given name, leave this field blank. Do not enter “*”, “Not applicable” or “NA”.
- You can add or remove rows as you need by pressing the plus sign (+) or minus sign (-) buttons.
- If you have legally changed your name, see [Appendix A – Name Change](#).

Question 6.

Choose your current marital status:

- **Annulled Marriage** - This is a marriage that is legally declared invalid. An annulment can also be a declaration by the Catholic Church that the marital union did not have a binding force.

- **Common - Law** - This means that you have lived continuously with your partner in a marital-type relationship for a minimum of one year.
- **Divorced** - This means that you are officially separated and have legally ended your marriage.
- **Separated** - This means that you are married, but are no longer living with your spouse.
- **Married** - This means that you and your spouse have had a ceremony that legally binds you to each other. Your marriage must be legally recognized in the country where it was performed and in Canada.
- **Single** - This means that you have never been married and are not in a common-law relationship.
- **Widowed** - This means that your spouse has died and that you have not re-married or entered into a common-law relationship.

Question 7.

Home address in Canada

- Apartment (Apt.) or Unit, if it applies to you
- Street Number (No.)
- Street Name. Do not abbreviate words (Street, Avenue, Boulevard, Drive etc.) except for directions (NW, SE, W, etc.)

- City or Town
- Country or territory
- Province or State
- Postal Code
- District, if it applies to you.
 - All correspondence will go to this address unless you give us your e-mail address.
 - Indicating an e-mail address will authorize all correspondence, including file and personal information, to be sent to the e-mail address you specify
 - If you wish to authorize the release of information from your application to a representative, you **must** indicate their e-mail **and** mailing address and complete the [Use of a Representative form \[IMM 5476\]](#) [\(PDF, 0.3 MB\)](#).



Note: [Canada Post's Mail Forwarding Service](#) **does not** forward parcels and a citizenship application package is considered a parcel. If we need to return your application package to you because it is incomplete, the package will be returned to us instead of being forwarded to the address you have indicated with Canada Post. If your application package is returned to us by Canada Post, it will not be processed.

Mailing address

Select “yes” from the drop down menu to tell us if the address you live at is the same as your mailing address. If “**No**”, type the following information:

- P.O. box, if it applies to you
- Apartment (Apt.) or Unit, if it applies to you
- Street Number (No.)
- Street Name. Do not abbreviate words (Street, Avenue, Boulevard, Drive etc.) except for directions (NW, SE, W, etc.)
- City or Town
- Country or territory
- Province or State
- Postal Code
- District, if it applies to you.

Phone number(s)


Check the correct box to tell us if your other telephone number is from Canada, the United States or Other (any other country).

Choose the type of telephone:

- Residence (home)
- Cellular (cell or mobile)
- Business (work)

Type your telephone number including the country code, area or regional codes, etc.

If you have an extension number, write it after your phone number under “Ext.”

 **Note:** Providing an alternative phone number is optional.

E-mail Address

If you have one, type your e-mail address using a format similar to the following: name@provider.net

Note: Make sure you check your e-mail regularly. Any e-mails sent to you by IRCC will end in:

- “@cic.gc.ca”
- “@canada.ca” or
- “@international.gc.ca”.

Please add these to your “safe senders” list in your e-mail program and check the junk mail folder in case important e-mails get filtered. If we find that your e-mail address does not work or no longer exists, we will communicate with you by mail.

By giving us your e-mail address, you are hereby authorizing us to send your correspondence, including file and personal information electronically to this address

Question 8.

Tell us if someone helped you complete your application package.

If you are appointing an individual, firm or organization as your representative, you must complete the [Use of a Representative Form \(IMM 5476\)](#), and include it when you send us your application. Once you appoint a representative, all correspondence from us about your application will be sent to the representative and not to you.

For instructions on completing the [Use of a Representative Form \(IMM 5476\)](#), see: [Guide IMM 5561 – Use of a Representative](#).

Question 9.

Physical Presence and the five (5) year eligibility period

The eligibility period is five (5) years before the date you sign your application. The minimum amount of time you need to be physically present in Canada is 1095 days within the five years immediately before applying.



We encourage applicants to apply with more than the minimum requirement of 1095 days of physical presence, to account for any miscalculations of absences, or any other aspect that could lower the physical presence total below 1095 days.

You must complete and submit the printout of your Online Physical Presence Calculation. If you have not already completed this step please do so by visiting the [Online Physical Presence Calculator](#).

i **Note:** We strongly encourage you to use the online calculator as it is the most accurate way to check your eligibility. If you are unable to use the [Online Physical Presence Calculator](#), you may complete the [How to Calculate Physical Presence form \(CIT 0407\) \(PDF, 1.85 MB\)](#).

i You don't have to sign or date your physical presence calculation (your printout of the Online Physical Presence Calculator or form CIT 0407).

You may be able to use some of your time spent in Canada as an authorized temporary resident or protected person towards your physical presence calculation. Each day spent physically in Canada as a temporary resident or protected person before becoming a permanent resident within the last five (5) years will count as one half day, with a maximum of 365 days towards your physical presence.

Temporary resident status includes lawful authorization to enter or remain in Canada as a:

- i. visitor,
- ii. student,
- iii. worker or,
- iv. temporary resident permit holder

i **Note:** If you were issued work or study permits while your refugee claim and/or Pre-Removal Risk Assessment (PRRA) was being assessed, these documents did not grant you temporary resident status. You can't claim temporary resident time for those periods.

A protected person is someone who:

- was found to be in need of protection or a convention refugee by the Immigration and Refugee Board
- or**
- received a positive decision on a Pre-Removal Risk Assessment from Immigration, Refugees and Citizenship Canada.

If you are claiming time as a Protected Person, the only time allowed is the time from when you received a positive Protected Person decision on

your refugee claim or PRRA application until the day before you became a Permanent Resident.

- a. Enter the **“To”** date from your physical presence calculator. This date is the last day in your eligibility period which is found on the physical presence summary or printout.
- b. There are very rare situations that will allow you to count time outside of Canada towards your physical presence calculation. If you resided outside of Canada because either:
 - you; **and/or**
 - your Canadian citizen or permanent resident spouse or common law partner;
or
 - your permanent resident parent

were employed outside Canada (not as a locally engaged person) in or with:

- the Canadian Armed Forces
- the federal public administration
- the public service of a province or territory

Select **"Yes"**, complete the [Residence Outside of Canada form \[CIT 0177\] \(PDF, 1.55 MB\)](#) and submit any supporting documents requested in that form with your application.

If you have no time to count, select **“No”** and continue to the next question without filling out the form CIT0177.

Question 10.

a. Address History

Write all your addresses inside and outside of Canada during your 5-year eligibility period, including the postal codes, starting with your current home address. If you were residing, working or studying outside Canada, you must list **all** of your foreign addresses, including the country postal or mailing codes. Press the plus (+) button if you need more space. You don't need to include addresses of family, friends, hotels or resorts where you stayed **while on vacation**.

Provide information that covers the 5-year eligibility period. **Do not leave any gaps during this period and do not leave this section blank. If you do, your application will be returned to you as incomplete.**



Note: Your current address history row 1 will auto-populate from your contact information. If you change your address in row 1, it will change your contact information. Additionally, if you lived at your current address for more than 5

years, then you only need to update the date in row 1 that was auto-populated from your connection information.

b. **Police certificate(s)**

You **need** to provide a police certificate from each country, other than Canada, if you were there

- in the past 4 years
- for 183 days or more in a row
- since the age of 18

Indicate in the chart the name of each country and provide a police certificate.

You **don't need** to provide a police certificate if

- you were in your country of origin immediately prior to becoming a permanent resident and landing in Canada, and
- this time falls within the past 4 years

If you can't get a police certificate, tell us why in the explanation box.

To be valid, the police certificate must be either issued

- after the last time you were in that country, or
- no more than 6 months before the date you sign your citizenship application

We may request a police certificate **at any point** during processing, **even if** you submitted a valid certificate with your application.

[Find out how to get a police certificate](#)

See the following examples to help you answer this question.

Example 1

You lived in France for one year (365 days) before you became a permanent resident 3 years ago. You did not travel to France after you became a permanent resident. You would answer “Yes” to the question and you would need to provide a police certificate from France if you did not provide one with your immigration application. If you provided a police certificate from France with your immigration application, tell us this in the box provided at Question 10b.

Example 2

You became a permanent resident 3 years and 9 months ago. In the past 4 years, you lived in Brazil for 3 months (90 days) before you became a permanent resident and you returned to Brazil to visit family for 4 months (120 days) after you became a permanent resident. You would answer “No” to the question and you would not need to provide a police certificate from Brazil because you did not spend 183 days or more in a row in Brazil.

Example 3

In the past 4 years, you took 10 trips to the United States of America (USA). Each trip lasted 3 weeks, for a total of 210 days. You would answer “No” to the question and you would not need to provide a police certificate from the USA because you did not spend 183 days or more in a row in the USA.

Example 4

In the past 4 years, you travelled to Singapore four times for work. The first trip was for 30 days; the second trip was for 200 days; the third trip was for 60 days; and the fourth trip was for 120 days. While in Singapore, you took a trip to Malaysia (10 days) and Thailand (10 days). You would answer “Yes” to the question and you would need to provide a police certificate from

Singapore because your second trip was more than 183 days in a row. You would not need to provide police certificates from Malaysia or Thailand.

Example 5

In the past 4 years, you took 1 trip to Europe where you visited Portugal (5 days), Spain (7 days), France (10 days), Belgium (3 days), Netherlands (3 days), Germany (21 days), Switzerland (7 days) and Italy (21 days). You took a second trip to Europe where you visited Ireland (14 days), Scotland (14 days) and England (21 days). You went to Germany for a business trip that lasted 60 days. The total time you were outside of Canada was 186 days but you were not in a single country for 183 days or more in a row. You would answer “No” to the question and you would not need to provide police certificates from any of the countries.

Question 11.

Tell us what you have been doing during the five (5) year eligibility period. You must list **all** your work and study history including English/French language training inside or outside Canada for the five (5) year eligibility period. Press the (+) plus button if you need more space.

- If you were not working because you were studying, unemployed, retired, a caregiver, homemaker or volunteering for any part of this time, provide that information, including the location.
- If you were self-employed, you must provide details of your self-employment.
- If you have multiple occupations/activities that are continuing to the present, type “present” instead of putting a date in the “To” field.

You must provide information that covers the five (5) year eligibility period, being sure to account for each month.

Do not leave any gaps during this period and do not leave this section blank. If you do, your application will be returned to you.

Question 12.

To determine if you were required, under the *Income Tax Act*, to file income taxes, please refer to the Canada Revenue Agency (CRA) information on [Newcomers to Canada \(immigrants\)](#).

- a. If you have one, provide the 9-digit number for your
 - [social insurance number \(SIN\)](#)
 - temporary tax number (TTN), and/or
 - individual tax number (ITN)

b. In the chart, tell us about your income tax filing for the last 5 years.

- Under the **Required to file** column
 - check **“Yes”** if you needed to file a tax return that year
 - check **“No”** if you **didn’t** need to file a tax return that year
- Under the **Taxes filed** column
 - check **“Yes”** if you **filed** a tax return that year
 - check **“No”** if you **didn’t file** a tax return that year

Note: The tax years are auto generated once you enter your eligibility period in question 9.

Additionally, you need to complete this chart in full even if you didn’t live in Canada for part of your 5 year eligibility period.

c. Check **“Yes”** to authorize the Canada Revenue Agency (CRA) to provide details of your tax filing information (including income, benefit and residence information) to IRCC.

By checking **“Yes”** you’re also authorizing us to collect your tax filing information from the CRA to help

- determine if you meet the income tax and physical presence requirements for

citizenship

- examine your tax information in activities to support quality assurance and integrity in the citizenship program

Subsection 8(1) of the *Privacy Act* and paragraph 241(5)(b) of the *Income Tax Act* allows the CRA to provide personal information to IRCC, with the consent of the relevant individuals. This consent is required under paragraph 2(1)(e) of the *Citizenship Regulations*, No. 2.

Question 13.

Tell us if you have had immigration, permanent resident status and/or citizenship in any other country outside of Canada (e.g. your country of birth)

- Check either “**Yes**” or “**No**”.
- If you check “**Yes**”, complete the chart.
- Tell us which countries you have held status in, and exactly what status you held or currently hold (student, employment/worker, visitor, refugee/protected person, permanent resident or citizen).
- Provide the date you obtained each status (YYYY-MM-DD)
- Include the end date if no longer valid, if applicable (YYYY-MM-DD). Leave blank if you

currently hold this status.

Question 14.

Tell us if you have held passports or travel documents during your five (5) year eligibility period.

Check either **“Yes”** or **“No”**.

- If you check **“Yes”**, complete the chart:
 - i. Type your valid passport or travel document number exactly as shown on the document. Make sure there is no space between each number or letter.
 - ii. Select the name of the country or territory that issued your passport or travel document (issuing authority)
 - iii. Provide the place (city or town) the document was issued
 - iv. Include the date the document was issued
 - v. State the expiry date of the document.
Leave blank if there is no expiry date.
 - If you do not have a passport or travel document that was/is valid during your five (5) year eligibility period, tell us why in the explanation box.
-

Question 15.**Language Requirement**

All applicants 18-54 years of age MUST submit proof that demonstrates adequate knowledge of English or French (even if your first language is English or French). If you are younger than 18 or 55 and older, you are NOT required to provide language evidence.

If you are 18-54 years of age and unable to demonstrate that you have the necessary English or French language ability due to compassionate grounds, this requirement may be waived. You must submit supporting evidence with your application, including a [Waiver Request Form \[CIT 0116\] \(PDF, 2.16 MB\)](#). [See Step 3 in this instruction guide.](#)

Canadian Language Benchmark/Niveaux de compétence linguistique canadiens level 4 is considered “Basic Proficiency” and means an individual can:

- take part in short, everyday conversations about common topics
- understand simple instructions, questions and directions
- use basic grammar, including simple structures and tenses and show that you know enough common words and phrases to answer questions and express yourself

If you do not have proof of language proficiency or the language level needed, you can take a government-funded language program to help you improve your language skills to get a certificate at a level of CLB/NCLC 4.

Examples of the types of language evidence that can be submitted include:

A. You attended or are currently attending a secondary or post-secondary education program in English or French, either in Canada or abroad, including:

- A degree, diploma, certificate or official transcripts from a secondary or post-secondary education program showing you studied in English or French, in Canada or abroad.
- If the original document is in a different language, include:
 - a letter from the school showing that the language of instruction was in English or French along with (including an official translation of the original document, if needed)
 - the address and contact information (phone number) of the education institution

B. Results from a third-party language test



Note: If you complete the test in the past for immigration or citizenship purposes, we will accept the previous results even if it has expired.

For citizenship, you need a test result equivalent to a minimum of CLB level 4. Please refer to the [Language test equivalency charts web page](#) for the language tests below:

- Canadian English Language Proficiency Index Program General Test (CELPIP-G) or the CELPIP-General LS (listening and speaking).
- International English Language Testing System (IELTS), General Training.
- PTE Core
- Test d'Évaluation de Français (TEF), Test d'Évaluation du Français adapté au Québec (TEFAQ) or TEF pour la naturalisation.
- Test de connaissance du français (TCF) - Canada (en français)

C. We will accept the following proof **if you have submitted them in the past for immigration purposes to Quebec (note: these tests align**

with the échelle québécoise and not officially with CLB/NCLC 4):

- Diplôme approfondi de langue française (DALF) – All test results
- Diplôme d'études en langue française (DELF) – Level B1 or higher
- Test de connaissance du français(TCF) – Niveau B1 or higher
- Test de connaissance du français pour le Québec (TCFQ) – Niveau B1 or higher

D. You took a government-funded language training program and have achieved Canadian Language Benchmark/Niveaux de compétence linguistique canadiens (CLB/NCLC) level 4 or higher in speaking and listening skills, including:

E. Language Instruction for Newcomers to Canada or Cours de Langue pour Immigrants au Canada (LINC or CLIC):

- If you completed the LINC or CLIC course on or **after November 1st, 2012:**
 - A copy of the certificate.
- If you completed the LINC or CLIC course at CLB 4/NCLC 4 or higher from **January 1st 2008 to October 31st, 2012:**
 - A copy of the certificate.
 - If you do not have a copy of your certificate, check the box in question

15a and we will validate your certificate in the system.

F. You completed a provincial language training program in:

Manitoba

- A copy of the Manitoba Canadian Language Benchmark Report or an Adult English as an Additional Language (EAL) student progress report from Manitoba Government.
 - Speaking and listening skills are at CLB/NCLC level 4 or higher.

Quebec

- Bulletins by the Ministère de l'Immigration, de la Francisation et de l'Intégration (MIFI), Ministère de l'Immigration, de la Diversité et de l'Inclusion (MIDI) (old department name), or the Ministère de l'Immigration et Communautés Culturelles (old department name):
 - Assessments issued between June 1st, 2011 and October 16, 2012, must indicate interaction orale is level 4 or higher (Échelle Québécoise); or
 - Assessments issued after October 16, 2012, must indicate interaction orale **or**

compréhension orale (listening) and production orale (speaking) is level 4 or higher (Échelle Québécoise).

- The Ministère de l'Éducation, de l'Enseignement supérieur (MEES) is issuing a Relevé des apprentissages for adults taking French training as per the "Francisation à l'éducation des adultes". You need level 4 or higher of l'échelle québécoise in speaking and listening.

British Columbia (BC)

- Certificates issued on or after November 1st, 2012 automatically show a CLB 4 level or higher, even if not stated on the certificate.
- British Columbia's English Language Services for Adults (ELSA) training in 2010 or after, submit an ELSA report card or an ELSA certificate issued on or before August 31, 2014, confirming language level CLB 4 or higher in listening and speaking.
- British Columbia's English Language Services for Adults (ELSA) training in 2008 or 2009, submit an ELSA certificate showing language level CLB 4 or higher in listening and speaking.

Note: certificates were not automatically issued and contact the ELSA program directly to get a copy. We will not make the request for you.

Ontario

Ontario Provincial Language Training Certificates from December 2013 or later showing a level CLB/NCLC 4 or higher, in speaking and listening, including:

- English as a Second Language (ESL)/Anglais Langue Seconde (ALS)
- French as a Second Language (FSL)/Français Langue Seconde (FLS); or
- Citizenship and Language Training (CL)/Instruction civique et enseignement de la langue (ICEL)

Saskatchewan

A copy of your Statement of Student Language Proficiency from the Saskatchewan Ministry of Education. You get one as a student of the English as an Additional Language (EAL) program. It's based on the Common Framework of Reference (CFR) scale in listening and in speaking:

- All schools in Saskatchewan from Kindergarten to grade 12 (K-12) are able to

issue the certificate for English as an Additional Language.

- Level B1 is equal or higher to CLB 4.

Nova Scotia

A copy of the Proficiency in English Nova Scotia (PENS) learner certificate. It must show that your speaking and listening skills are CLB level 4 or higher.

If you have this certificate,

- select “Other” in question 15a of the application form
- type “Proficiency in English Nova Scotia (PENS) learner certificate” in the text box

Knowledge Requirement

- If you are 18 to 54 years old, you must demonstrate that you have an adequate **knowledge of Canada and the responsibilities and privileges of citizenship.** You will be scheduled to take a citizenship knowledge test after we receive your application.
- If you can't demonstrate you meet the knowledge requirement due to compassionate grounds, submit **supporting evidence** with your application. Provide a completed Waiver Request Form [CIT 0116] (PDF, 2.16 MB).

- If you are requesting a waiver due to a medical condition, we recommend you also provide a [Medical Opinion Form for Citizenship Waivers \[CIT 0547\] \(PDF, 2.59 MB\)](#), filled out by a medical professional licensed to practice in Canada.
- You should also provide any additional documentation that we should consider with your waiver request.

Compassionate grounds include medical and non-medical factors. Examples include (but are not limited to) evidence of

- a **severe** medical condition that has lasted (or is expected to last) for **at least 1 year**, including
 - serious illness
 - physical or developmental disability
 - mental impairment
- trauma due to
 - war
 - torture
 - living in a refugee camp
 - other similar circumstances
- low levels of education or literacy in the first language (mother tongue)
- other circumstances that may justify a waiver.

- Requesting a waiver does not guarantee it will be approved. Waiver requests are assessed on a case-by-case basis.
- If you are requesting a waiver of language and knowledge requirements, you only need to provide one [Waiver Request Form \[CIT 0116\]](#) (PDF, 2.16 MB). If you are also providing a [Medical Opinion Form for Citizenship Waivers \[CIT 0547\]](#) (PDF, 2.59 MB), only one is required to request multiple waivers.
- **Format:** Clear and legible photocopy. Must be in English or French. An official translation must be provided if the document is not in English or French.

Question 16.

To make sure you aren't prohibited from becoming a Canadian citizen, answer **questions 1 to 9** by checking "**Yes**" or "**No**."

To be eligible to become a Canadian citizen, you must not be prohibited under the *Citizenship Act*. You **can't** become a citizen if **any** of the situations listed in Question 16 apply to you

- at the time you submit your citizenship application, or
- while your application is being processed.

Check the boxes in 16a to confirm that you have read and understood the situations that prevent you from becoming a Canadian citizen.

- If you checked “**Yes**” to any of the situations, provide details in the explanation box 16b.
- If the situation doesn’t apply to you, check the “**No**” box after the statement.
- If you’re **not sure** whether the situations apply to you, you may contact your lawyer or arresting police officer.
- We’ll review your application on a **case-by-case basis**.
- We can **take away (revoke)** your citizenship if we find out that you
 - **don’t** tell us the situations that apply to you, **and**
 - **still proceed** to take the oath of citizenship.
- We’ll also check your records with the Royal Canadian Mounted Police and the Canadian Security Intelligence Service.

To make sure you’re not prohibited under the *Citizenship Act*, you may need to

- provide fingerprints and/or court documents
- attend an in-person interview

Question 17.**Citizenship Certificate Type**

If your application is approved you will be issued a citizenship certificate as proof of citizenship.

Citizenship certificates come in either **paper** or **electronic** (printable PDF) format. Citizens can have only one type of certificate but are allowed to print a copy of their electronic certificate.

Check the box next to the type of citizenship certificate that you would like to receive, either paper or electronic citizenship certificate.

Unless you have requested a paper certificate, you must provide an email address in the application form to receive your e-certificate.

Question 18.

- a. Select "**Yes**" if you authorize IRCC to provide your personal information to your federal Member of Parliament (MP)

Select either "**Yes**" or "**No**" from the menu to indicate whether you authorize IRCC to provide your name, residential address and preferred official language to your federal Member of Parliament (MP) so that they can send you a letter of congratulations if you become a Canadian citizen. No other information will be forwarded.

- b. Elections Canada

Check either **“Yes”** or **“No”** to indicate whether or not you authorize IRCC to provide the following information to Elections Canada to be added to the National Register of Electors (the Register):

- your name
- your residential and mailing address
- your gender
- your Unique Client Identifier (UCI)
- your date of birth, and
- the date your citizenship was granted

When you become a Canadian citizen and are 18 years of age or older, you have the right to vote in federal elections and referendums. Elections Canada maintains the Register and uses it during a federal election or a referendum to produce voter’s lists and to communicate with eligible voters.

The *Canada Elections Act* also allows Elections Canada to provide voter information to provincial and territorial election agencies for uses permitted under their respective legislations and to provide voter information (name, address, and gender only) to members of Parliament, registered political parties and candidates at election time. The UCI and the date your citizenship was granted will only be

used by Elections Canada for administrative purposes, and will not be shared by Elections Canada except as required by law.

If you check **“Yes”**, IRCC will provide your name, residential and mailing address, gender, date of birth, UCI and the date your citizenship was granted to Elections Canada in order to add you to the Register, but only after you become a Canadian citizen. If you check No, IRCC will not provide your information to Elections Canada. You will still have the right to vote in federal elections and referendums, but you will have to take the necessary steps to be added to the list.

[More information about the Register and its uses is available on their website.](#) You can also call Elections Canada at 1-800-463-6868.

c. Chief Electoral officer of Québec, if you live in Québec

If you are 18 years or older and reside in Québec, indicate whether you authorize IRCC to provide to the Chief Electoral Officer of Québec the following information so that your name can be added to the Permanent List of Electors (voters) if you became a Canadian citizen:

- your name

- your residential address, and the date when you started to reside at that address
- your gender
- your date of birth
- your Unique Client Identifier (UCI), and
- the date you were granted citizenship

Your application for citizenship will in no way be affected by your answer to this question.

The *Election Act* allows the Chief Electoral Officer of Québec to:

- provide voter information to provincial political parties and members of the National Assembly as well as municipal and school boards to compile and update lists of electors (voters) lists for municipal and school elections, and
- notify the elector in writing that their name has been entered on the permanent list of electors, requesting that the elector correct or complete the information which concerns them, where required.

The Chief Electoral Officer of Québec receives the UCI for administrative purposes only, while the date your citizenship was granted allows them to validate that you qualify as an elector

based on the electoral laws it administers. This information is subject to no other use or communication.

If you **do not** provide authorization, you will still be able to vote, but you will have visit the revision office and present two supporting documents to register. Once your name is registered on the list of electors you will be able to vote in a provincial, municipal or school election.

Question 19.

Signature

- Type the city where you are applying from
- Type the date you will sign the application. The date you sign the application must be the same date as the application date used in the Online Physical Presence Calculator.

Print and provide a handwritten signature.

 **Note: Your application will be returned to you if it is:**

- not signed and dated
- dated more than 90 days before we receive it
- post-dated (dated into the future)

Make sure that the date of signature on the application and the application date on the physical presence calculator printout are the same.

You must be eligible to apply for Canadian citizenship the day before you sign the application form.

Once the application is completed, click on the “Validate” button located at the top or bottom of the form. This will generate a **barcode page** – see image below. If this application form is completed on a computer and printed, you must place the barcode page on the top of your application (or if applying as a group, each individual application package).



- **If a barcode does not appear**, find out why and how to fix the issue.



Note: This barcode page will not appear if you fill out your application by hand.

Citizenship photos

- include two (2) identical citizenship photos

- print the Citizenship Photo Specifications page and take it to a photographer to make sure you get the correct size photo
- **don't staple, glue or otherwise attach the photo directly to the application**

Your application will be returned if you do not include two (2) photos that meet the citizenship photo specifications.

Translation of documents

You **must** include the following **along with** any document that is not in English or French:

- the English or French translation; **and**
- an affidavit from the person who completed the translation (if they are not a certified translator).

Translations may be done by:

- a person who is fluent in both languages (English or French, and the unofficial language); **or**
- a Canadian certified translator (a member in good standing of a provincial or territorial organization of translators and interpreters in Canada).

If the translation isn't done by a Canadian certified translator, the person who completed the translation must provide an affidavit swearing to their language proficiency and the accuracy of the translation.

The affidavit must be sworn in the presence of:

In Canada:


- a notary public;
- a commissioner of oaths; **or**
- a commissioner of taking affidavits.


Authority to certify varies by province and territory. Consult your local provincial or territorial authorities.

Outside of Canada:

- a notary public

Authority to administer oaths varies by country. Consult your local authorities.

 **Important information: Translations must not be done by the applicants themselves nor by members of the applicant's family.** This includes a parent, guardian, sibling, spouse, common-law partner, conjugal partner, grandparent, child, aunt, uncle, niece, nephew and first cousin.

 **Note:** An affidavit is a document on which the translator has sworn, in the presence of a person authorized to administer oaths in the country where the translator is living, that the contents of their translation are a

true translation and representation of the contents of the original document. **Translators who are certified in Canada don't need to supply an affidavit.**

Certified true copies

To have a photocopy of a document certified, an authorized person must compare the original document to the photocopy and must print all of the following on the photocopy:

- the name and signature of the authorized person;
- their official position or title;
- the name of the original document;
- the date they certified the document; **and**
- the phrase "I certify that this is a true copy of the original document".

Who can certify copies?

Only authorized people can certify copies.

Important information: Certifying of copies must not be done by the applicants themselves nor by an applicant's parent, guardian, sibling, spouse, common-law partner, conjugal partner, grandparent, child, aunt, uncle, niece, nephew or first cousin.

People authorized to certify copies include the following:

In Canada:

- a notary public;
- a commissioner of oaths; **or**
- a commissioner of taking affidavits.


Authority to certify varies by province and territory. Check with your local provincial or territorial authorities to learn who can certify documents.

Outside Canada:

- a notary public.

Authority to certify international documents varies by country. Check with your local authorities to learn who can certify documents in your country.

Step 5 – Pay the fees

You must pay your fees online . If you have forgotten your password for the online payment system, you can reset it.

The fee is \$630 for each applicant 18 years of age and older applying for Canadian citizenship.

Calculating your fees

If more than one member of your family is applying for Canadian citizenship pay the fees all together.

Use this table to calculate the total amount of fees to be paid. After you pay, print the receipt and include it with your application.

Application	\$CAN
Adult (18 and over) Processing fee (\$530) and right of citizenship fee (\$100)	\$630
Minor (under 18) Processing fee (\$100)	\$100

Explanation of fees and refund

This section describes the fees that are required and if they are refundable. All payment must be made in **Canadian funds**.

Processing fee

Amount: \$530 for each applicant 18 years of age and older applying under subsection 5(1) and \$100 for each child applying under subsection 5(2).

You can't get a refund of your processing fee once we start processing your application, even if you are refused. If you choose to withdraw your application, or abandon your application, you will only be refunded the Right of Citizenship fee.

Right of citizenship fee

Amount: \$100 for each applicant over 18 years of age

You will be refunded your right of citizenship fee if you don't become a citizen.


You must pay the processing fee and the right of citizenship fee for a total of \$630.

We will issue any refunds to the person on the Payer Information section of the receipt. If there is no name on the receipt, we will send the refund to the applicant.

Payment Issues

No fee included or insufficient fees

If you do not pay the full fees for your application(s) we will return your application(s). We will only start processing your application after you return it with the correct fees.

 For immigration applications, see [section 10 of the IRPR](#) and for citizenship applications, see [section 13 of the *Citizenship Act*](#) for more information.

Overpayment

If you pay more than the fees needed for your application(s) we will start processing your application, and send you a refund as soon as possible.

i **Note:** You don't have to ask for a refund. It will be done automatically.

i **Note:** If you're eligible for a refund, we will issue the refund to the person indicated on the **Payer Information** section of the receipt (if a receipt is attached to a paper application or uploaded as part of an online application). If you paid directly within an online application (no receipt attached), or if there is no name indicated on the receipt, we will send the refund to the applicant.

Only online payments are accepted in Canada. If any other forms of payment are received, Immigration, Refugees and Citizenship Canada (IRCC) will return your application.



How to pay the fees for your application

To pay your fees for your application you'll need:


- a valid e-mail address;
- access to a printer (you'll need to print the receipt), **and**
- a credit card, Debit MasterCard[®] or Visa[®] Debit card.

Visit the link below and follow these instructions to pay:

- Go to [Online Payment](#).

- Follow the online instructions.
 - **At the end**, click on the button to print the IRCC official receipt with barcode. Print two copies.
- **Attach a copy** of this receipt to your completed application.
 - Keep the second copy of the receipt for your records.

 **Do not exit without printing the receipt! The printed receipt is your proof of payment!**

 **Note:** The only acceptable form of payment is online payment. If you send any other form of payment, IRCC will return your application.

Step 6 – Submit your application

Send your completed application to one of the following addresses:

Regular Mail

Case Processing Centre-Sydney

P.O. Box 7000

SYDNEY, NS B1P 6V6

Courier

IRCC Digitization Centre - Citizenship

3050 Wilson Ave

New Waterford, NS B1H 5V8



Track your application

If you're submitting a paper application, we recommend you use a postal or courier service with tracking so you have proof your application was delivered.

[Find out how to check if your application has been received](#)

If you are sending more than one application

If you are sending more than one application (for example, applications for family members, including siblings), you may send one receipt to cover all applications. Mail the receipt (if applicable) and all applications together in one envelope so that they will be processed together.



Note: If you are sending more than one application, and one of the applications is incomplete, **all the applications** will be returned to you.

What happens next

Processing your application

The list below presents the phases of the Citizenship process of most applications. In some cases, processing may take longer.

Application review and file creation

The Case Processing Centre in Sydney makes sure your application

- meets the minimum processing requirements;
- includes all the required documents;
- has the right fee.

If your application is complete, processing starts.

You will receive:

- acknowledgement of receipt;
- the citizenship study guide.




Note: The study guide is available in alternate formats, including audio.

Your application will be returned if:

- it doesn't meet the minimum processing requirements;
- doesn't include the correct fee payment; **and/or**
- isn't complete.

If returned, we send you a **letter** that explains why your application is incomplete and what the next steps are.

The letter will tell you:

- which forms, documents or fees are missing
- if you have to
 - refill the application form
 - if so, use the newest version of the form: [Application for Canadian Citizenship - Adults \[CIT 0002\] \(PDF, 2.91 MB\)](#).
 - sign and date the form
 - [recalculate your physical presence/time you've lived in Canada](#) 
 - if so, include the new calculator printout when you resubmit the application
 - submit a new fee receipt
 - if the letter **doesn't** ask for a new receipt, include the **same receipt** when you resubmit the application
 - resubmit any documents

Be sure to check the [Document Checklist \[CIT 0007\] \(PDF, 0.9 MB\)](#). Once you get the information we ask for in the letter, resubmit your **complete** application.

Prepare for your test

During the processing period, if you are between the ages of 18 and 54, you should:

- prepare for the citizenship test and/or interview on Canada's history, geography, government, and the rights and responsibilities of citizenship based on the study guide and
- continue to maintain and improve your English or French if necessary.

If you have requested a waiver of the knowledge requirement (i.e., citizenship test), you will not be invited to the test. Instead, your waiver request will be assessed. You will only be invited to the citizenship test if your knowledge waiver request is denied.

If we invite you to an **interview, test,** and/or **hearing,** your invitation will tell you what to bring.

If applicable, you will be tested on your knowledge of:

- English or French
- Canada's history, geography, government, and the rights and responsibilities of citizenship (the citizenship test).

We will send you one or more of these notices:

- Notice to appear to take a citizenship test
- Notice to appear for an interview with a citizenship official
- Notice to appear for a hearing with a citizenship officer or a citizenship judge

Decision

- The CPC sends your application to the IRCC office nearest to your home for further processing.
- The IRCC office completes the steps necessary for a decision to be made on your application.
- You may be asked to come to the IRCC office for a review of the original documents you submitted in support of your application, as well as your current passport and travel document. If applicable, you will be evaluated on your knowledge of English or French and on your knowledge of Canada's history, geography, government, and the rights and responsibilities of citizenship.

Correspondence you may receive:

- Notification to appear to take a citizenship test; and/or
- Notification to appear for an interview with a citizenship official; and/or
- Notification to appear for a hearing with a citizenship official.

Take the oath

If you meet all the requirements for citizenship, the IRCC office notifies you of the time and place of your citizenship ceremony.

What you receive:

- Notification to appear to take the oath of citizenship
- Certificate of Canadian citizenship received at the ceremony after taking the oath of citizenship

i **Note:** To avoid delays or closure of your application, tell us as soon as possible if you can't attend the scheduled ceremony.

If you are unable to understand the significance of taking the oath of citizenship due to mental disability, you can request a waiver. To request an oath waiver, please provide a [Medical Opinion Form for Citizenship Waivers \[CIT 0547\] \(PDF, 2.59 MB\)](#), filled out by a medical professional licensed to practice in Canada. You should also provide any additional documentation that we should consider with your waiver request.

- Requesting a waiver does not guarantee it will be approved. Waiver requests are assessed on a case-by-case basis.

Current processing times



For more information

You can check current processing times on the [Application processing times](#) webpage.

Updating your contact information



Important information

While your application is in process, you must tell us if you change your address, e-mail address, or telephone number. Use the [Change your address](#) tool to give us your new contact information.

If you do not notify us of any change in your contact information, and we can't reach you, your application could be abandoned or closed.

Remember, [Canada Post's Mail Forwarding Service](#) **does not** forward parcels and a citizenship application package is considered a parcel.

Checking application status

You can [check the status of your application online](#). Your status will only appear online once we receive and have accepted your application into processing.

Find out how to [remove your application status information](#) from the Internet.


Protecting your information

Your personal information:

- is only available to Immigration, Refugees and Citizenship Canada (IRCC) and Canada Border Service Agency (CBSA) employees who need to see it in order to provide the services to you,
- may be shared, with your consent, with the Canada Revenue Agency (CRA) for the purposes of validating your tax filing information; **and**

- is not disclosed to anyone else except as permitted under the provisions of the *Privacy Act and the Citizenship Regulations*.


Note: The legal authority for IRCC to collect income tax information including filing history and the Social Insurance Number (SIN) is provided for in subsection 5(1) of the *Citizenship Act*, section 26.6 of the *Citizenship Regulations* and paragraph 2(1)(d) of the *Citizenship Regulations* No.2. The CRA's legal authority to disclose income tax information including filing history upon applicant consent is provided for in paragraph 241(5)(b) of the *Income Tax Act*. Income tax information including filing history provided by the CRA to IRCC may be used to verify a citizenship applicant's income tax information including filing history for the purpose of assessing their citizenship application against the tax filing requirement of subsection 5(1) (c) of the *Citizenship Act*. IRCC may, on occasion, send information pertaining to a citizenship application to the CRA in respect of any relevant information related to any discrepancies between the information obtained from the applicant and that provided by the CRA if there are reasonable grounds to believe that the discrepancy is a result of false representation, fraud or concealment of material circumstances made in the course of an application, as well as any personal information, including the SIN, of an applicant that the CRA is authorized to collect for the purpose of the administration of the *Income Tax Act*. IRCC will not use this information for any other purpose or share it with any other third party.

 For more information. You can obtain additional information on the protection of your data by visiting the [Help Centre](#).

Quality Assurance Program

Our quality assurance program randomly chooses applications for a special review. If chosen, you may be asked to provide other information and we will ask you to attend an interview with an IRCC official to:

- verify that the documentation and any other information you submitted is accurate,
- verify that your application has been completed properly, and
- verify that you meet the requirements for citizenship.

 **Note:** We will notify you in writing if your application is chosen.

Appendix A – Name Change

If you have changed your name, consult the information below to determine the documents that are to be included with your application.

If you have legally changed your name within Canada

Then you must submit a copy of the change of name document issued by a Canadian province or territory, or by the appropriate foreign-state authority. The document must show both your previous and amended names.

The following documents are accepted:

- Legal change of name document
- Court order specifying name change
- Adoption order

The following documents are accepted for changes to family name only:

- Marriage certificate
- Divorce decree
- Registration or declaration of union issued by civil authorities
- Revocation of declaration or annulment of union issued by civil authorities
- Registration for common-law relationship, in provinces that permit changes of name for common-law relationships under their provincial/territorial law

If you have legally changed your name outside Canada and are residing in Canada

Then you must provide a copy of the following documents:

- A foreign passport or other national authoritative documentation amended to reflect the new name;
- A foreign name change document that links your previous name to your new name, such as a foreign marriage certificate (with an official translation); and
- A document in the new name from Canadian provinces or territories (ex. driver's licence, health card, age of majority card, senior citizen's

identification card, or social service card)

If you have legally changed your name outside Canada and are residing outside Canada

Then you must provide a copy of the following documents:

- a foreign passport or other national authoritative documentation amended to reflect the new name;
- a foreign name change document that links your previous name to your new name, such as a foreign marriage certificate (with an official translation) or other foreign legal change of name document issued by foreign authorities; and
- an authoritative national or state/province (or equivalent) issued photo identification document issued in the country or state/province in which you reside that displays the new name, such as:
 - a foreign passport or other travel documents, if you are a dual citizen;
 - a state/provincial (or equivalent) identification card.

If you have applied and obtained an amendment to your Record of Landing, or Confirmation of Permanent Residence due to errors made by Canadian immigration officials when recording your name, then you must submit a copy of the amendment or a letter confirming the change of name.

⚠ Important information: Once processing of your application has begun a name change can only be made due to an administrative error made by the Department, or a legal change of name.

⚠ Important information: You cannot request a change of an adopted person's name after Part 2 of the application has been submitted.

If satisfactory documentation is not provided with the application to support the request for a change of name, the name that appears on the citizenship certificate will be the name listed on the adoption order.

Appendix B – Date of Birth Correction

The date of birth on your citizenship certificate will be the same as the one shown on your immigration document unless you:

- have corrected your date of birth on your immigration document **or**
- have legally changed it after arriving in Canada **or**
- are requesting a different date of birth for your citizenship certificate and you can provide supporting documents.

If your date of birth has been corrected on your immigration document then you must provide a copy of:


- an approved Request to Amend Immigration Record of Landing (IMM 1000) or Confirmation of Permanent Residence (IMM 5292 or IMM 5688), and
- your new corrected Permanent Resident Card (if you have one).


If you have legally changed your date of birth by a provincial/territorial court order then you must provide a copy of:


- provincial/territorial court order changing your date of birth and
- completed questionnaire [Request to Correct a Date of Birth for a Permanent Resident Document or Citizenship Certificate \[IRM 0003\]](#) (PDF, 2.4 MB).

If you did not change your date of birth by a provincial/territorial court order and your date of birth has not been corrected on your immigration document then you must provide a copy of:

- a refused Request to Amend the Immigration Record of Landing (IMM 1000) or Confirmation of Permanent Residence (IMM 5292 or IMM 5688) and
- completed questionnaire [Request to Correct a Date of Birth for a Permanent Resident Document or Citizenship Certificate \[IRM 0003\]](#) (PDF, 2.4 MB), and
- documents to support your new date of birth.

 Important information: **You cannot request a change in your date of birth after your application has been submitted.** If satisfactory documentation is not provided with the application to support the date of birth requested, the citizenship certificate will reflect the date of birth indicated on your immigration document.

 Important information: If you do not have a provincial/territorial court order changing your date of birth, you must first request an amendment to your immigration document before requesting a different date of birth on your citizenship certificate.

 For more information. **For information on amending your immigration document** refer to the guide [Request to Amend Record of Landing, Confirmation of Permanent Residence or Valid Temporary Resident Documents \(IMM 5218\)](#).

Appendix C – Change of Gender Designation

If you need to change the gender on your citizenship certificate or would like to use a different gender than the one on your immigration document, complete and submit the [Request form for a Change of Sex or Gender Identifier \[IRM 0002\] \(PDF, 1.34 MB\)](#) with your application.

Appendix D – Waiver Request(s) and/or Guardianship Documents

If you need to request a waiver of the knowledge and/or language requirements due to compassionate grounds, please submit the [Waiver Request Form \[CIT 0116\] \(PDF, 2.16 MB\)](#) filled out to provide us with an explanation of the details of your request.

If you are requesting a waiver of the knowledge and/or language requirements due to a medical condition, we recommend you provide the [Medical Opinion Form for Citizenship Waivers \[CIT 0547\] \(PDF, 2.59 MB\)](#), filled out by a medical professional (physician, psychologist, or nurse practitioner) licensed to practice in Canada.

If you are requesting a waiver of taking the oath of citizenship, please submit the [Medical Opinion Form for Citizenship Waivers \[CIT 0547\] \(PDF, 2.59 MB\)](#). Waivers of the oath of citizenship only occur if you are unable to understand the significance of taking the oath of citizenship due to mental disability.

If you have a legal guardian who we should be corresponding with, please provide documents showing guardianship. Documents could include a power of attorney document, judicial court order, an affidavit, or other documentation proving guardianship.

Affidavits should:

- be written by the guardian in the person's own style;

- indicate that they are qualified to act on the applicant's behalf;
- be in simple, understandable English or French;
- contain specific information outlined below; and
- include signed statements/letters, outlining the facts, of other family members/interested parties, if available.

The information required in an affidavit to act on behalf of a citizenship applicant should include:

1. Application ID number (if known)
2. (Name of guardian) of the city of (name of city) in the province of (name of province) affirm that:
3. Using the first person, the guardian should state what his/her relationship is to the applicant (applicant's name) born on (applicant's date of birth) in (applicant's place of birth), whose application for citizenship is being/was made on (date of application).
4. The guardian should state why they are acting on behalf of the applicant (include applicant's name). The guardian should include any important facts, including the nature of the relationship with the client and any legal authority presently held showing that the guardian can represent the client.
5. The guardian should state whether they are acting in the best interest of the client. The guardian should include any known personal knowledge of the client's needs and wishes.
6. The guardian should state whether any medical information about the applicant was provided to IRCC.

7. The guardian signs the affidavit.
8. The affidavit is attested by an authorized person.

Need help?

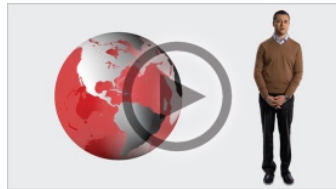
If you need help, you can find answers to your questions by visiting the [Help Centre](#).

Record your trips



The travel journal is an easy way to record your trips outside Canada. It will help you fill out your application.

How-to video



Save Time: Send a Complete Application

Date modified:

2024-09-05