

International Experience Canada – Application and Declarations Form

International Experience Canada, Canadian Trade Office in Taipei - iectaiwan@international.gc.ca

Please print clearly in capital letters

Section A: Personal Information

Section B: OFFICE USE ONLY

SURNAME		WTN Ref. #	
FIRST NAME		CAIPS File Ref. #	
MIDDLE NAME		Prev. CAIPS or FOSS #	
DATE OF BIRTH		Date Received	
CITIZENSHIP		Signatures	Y <input type="checkbox"/> N <input type="checkbox"/>
COUNTRY OF BIRTH		PF Paid	Y <input type="checkbox"/> N <input type="checkbox"/>
GENDER		Information Attached	Y <input type="checkbox"/> N <input type="checkbox"/>
PASSPORT NUMBER		Prev. Participation	Y <input type="checkbox"/> N <input type="checkbox"/>
PASSPORT EXPIRY		Medical Condition	Y <input type="checkbox"/> N <input type="checkbox"/>
MARITAL STATUS* check the appropriate box	<input type="checkbox"/> single <input type="checkbox"/> married <input type="checkbox"/> divorced <input type="checkbox"/> separated <input type="checkbox"/> common law partner		
CURRENT EDUCATION LEVEL or HIGHEST LEVEL OF STUDY COMPLETED			
COMPLETE MAILING ADDRESS			
中文地址			
EMAIL ADDRESS			
HOME PHONE NUMBER			
CELL PHONE NUMBER			

*The IEC applicant understands that dependent(s) may not accompany the applicant under his/her application. Dependent(s) of IEC applicants / participants must submit an individual application (e.g., visitor, worker, student) to enter Canada.

Section D: Young Professionals/International Co-op - Work-Specific Information

Name and complete address of employer in Canada (for Working Holiday write N/A):			
Job Title and brief description of the position (for Working Holiday, write N/A):			
DATE you are expected to begin work in Canada: DD / MM / YYYY		DATE you expect to finish work in Canada on: DD / MM / YYYY	

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Section C: Signature & Photos

- No one can sign your application form on your behalf
- You must submit an original application
- You must sign the same way as in your passport

SIGNATURE:

DATE:

DD / MM / YYYY

Section D: Application for a Work Permit Made Outside Canada (Form IMM1295E)

- 1.1** Complete the Application for a Work Permit Made Outside Canada form. Please print clearly and answer all questions. If a question does not apply (for example, if you have not travelled outside of Taiwan), please print 'not applicable.'
A 'fillable' version of the form IMM1295E is available online at:

<http://www.cic.gc.ca/english/pdf/kits/forms/IMM1295E.PDF>

Section E: Supplementary Information and Applicant Declarations

1. IEC CATEGORY & PARTNERS:

1.1 IEC Category:

Please identify which category you are applying to by placing an "X" in one of the boxes below:

Working Holiday (This category applies to participants who intend to travel and work in Canada and who do not have a pre-arranged contract of employment.)

International Co-op (This category applies to students who are registered at post-secondary institutions in their home country and who intend to fulfill part of their curriculum requirements in Canada. This involves pre-arranged work placements that are part of their program of studies.)

Young Professionals (This category applies to participants who intend to work in Canada under a pre-arranged contract of employment aimed at career development or re-orientation of a new career.)

Note that additional supporting documentation is required for the International Co-op and Young Professionals categories. Please refer to the Applicant Declarations section below to ensure that you have fulfilled all of the responsibilities and included all the necessary documentation with your application package. For more information you can also refer to the Canadian Trade Office in Taipei website at www.canada.org.tw

1.2 IEC Partners:

If you are applying to participate in the IEC via one of the Canadian partner organizations recognized by the IEC, please indicate on the line below, through which partner you are applying to the IEC:

Partner Organization: _____

2. PROGRAM PARTICIPATION FEE

2.1 Participation Fee Payment Method:

You must attach the Program Participation Fee in the form of a bank certified cheque (本行支票) payable to Canadian Trade Office in Taipei (or 加拿大駐台北貿易辦事處).

DO NOT send a personal cheque. Please note that you do NOT need to pay a separate fee to obtain a Temporary Resident Visa (TRV) or Work Permit when participating in this program.

The Program Participation Fee is CAD \$150. The amount in NT Dollars is subject to fluctuation and is updated regularly on the International Experience Canada section of the Canadian Trade Office in Taipei's website (www.canada.org.tw). On the day you prepare your bank certified cheque, it is imperative that your payment amount correspond to the Program Participation Fee indicated on the website. No other amount will be accepted.

2.2 Fee Return Policy:

The certified cheque submitted to IEC will be returned un-negotiated if:

- You do not meet the mandatory requirements of IEC and thus cannot be a participant;
- You cannot be issued a work permit by Citizenship and Immigration Canada by reason of pre-existing medical condition or criminal record; or,
- The established participation quota for IEC in your country has been filled and no more applications can be accepted.
- Application voluntarily withdrawn before processing completed.

The participation fee you have paid will NOT be returned if:

- A Letter of Introduction has been issued to you by the Canadian Trade Office in Taipei to welcome you as a participant in IEC; or,
- You include inaccurate information on the Application and Declarations form that circumvents the official requirements of IEC, and as such, falsely represent yourself.

3. PORT OF ENTRY:

In order to be issued a work permit, you must declare which province or territory in Canada that will be your port of entry (The port of entry is the place where you will enter Canada, e.g. where you go through customs). Please place an "X" in **one** of the boxes below, to indicate which province or territory will be your port of entry:

- British Columbia
- Alberta
- Saskatchewan
- Manitoba
- Ontario
- Quebec

- New Brunswick
- Nova Scotia
- Newfoundland and Labrador
- Northwest Territories
- Yukon
- Nunavut

4. APPLICANT RESPONSIBILITY:

It is your responsibility to ensure that you have filled in the IEC Application and Declarations form accurately and correctly. Incomplete, unsigned, or non-compliant application packages will not be processed. A refusal letter will be sent.

To ensure that your application to International Experience Canada is accepted, please ensure that all necessary supporting documentation has been attached to the Application and Declarations form, and forward your application package, by mail, to the following address:

International Experience Canada
Canadian Trade Office in Taipei
6th Floor, No 1 , Song-Zhi Road
Taipei 11047, Taiwan

5. PRIVACY STATEMENT:

The Canadian Trade Office in Taipei is committed to respecting the privacy rights of individuals, including safeguarding the confidentiality of information provided by individuals.

Participation in the International Experience Canada is voluntary. Submission of your application package to the Canadian Trade Office in Taipei constitutes your consent to the collection, use, storage, and disclosure of your personal information. The information that you provide on the International Experience Canada Application and Declaration forms is collected under the *Department of Foreign Affairs and International Trade Act* for the purpose of administering the International Experience Canada and determining your eligibility to participate in the programs.

Your personal information will be shared with *Citizenship and Immigration Canada (CIC)* and *Canada Border and Services Agency (CBSA)* under the authority of the *Immigration and Refugee Protection Act* in order to determine your eligibility to enter Canada and receive a work permit.

Also, your personal information will be used to send you two survey questionnaires for statistical purposes.

All information collected under International Experience Canada will be retained for a minimum of two (2) years and a maximum of twenty (20) years after your participation in the International Experience Canada. It will then be destroyed.

Individuals to whom the personal information pertains have the right to the protection of and the access to their personal information under the *Privacy Act*, subject to certain exceptions and exemptions.

The personal information collected for International Experience Canada appears in the Personal Information Bank (PIB) FAI PPU 901 for Foreign Affairs and International

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Trade Canada, and in PIB CIC PPU 051 for Citizenship and Immigration Canada, both of which are described at the following website: www.infosource.gc.ca.

6. APPLICANT DECLARATIONS: Please read the following declarations carefully, and place an “X” in the box when you have completed the associated task:

I have read and understood the necessary information on the Canada Trade Office in Taipei’s International Experience Canada website (refer to www.canada.org.tw) so that I am knowledgeable of the implications of my application.

I solemnly swear that I have completed the IEC Application and Declarations form and the Application for a Work Permit Made Outside Canada (form IMM1295E) accurately and truthfully to the best of my knowledge, and that I have not falsely represented myself in any way. I acknowledge that if I have knowingly falsely represented myself, my application will be refused, and I will not be reimbursed the participation fee that I have paid to IEC.

I have carefully completed all sections of the Application and Declarations form as well as the Application for a Work Permit Made Outside Canada (Form IMM1295E). I have provided a personal signature in all of the required spaces, and my signature matches the signature on my passport.

I understand that to participate in the IEC I must be 18 to 35 years old at the time my application is received.

I have attached a clear photocopy of the photo page of my passport to show that it will remain valid for the period of time for my application to be processed and the following 25 months.

I have attached two passport-sized photographs of myself taken within the last six months as per the requirements set out by the Visa and Immigration Section (specifications at <http://www.cic.gc.ca/english/pdf/photospecs-e.pdf>). I have provided a signature on the back of each of the photographs.

I have attached the Program Participation Fee in the form of a bank certified cheque (本行支票) payable to Canadian Trade Office in Taipei (or 加拿大駐台北貿易辦事處). I have verified that the amount provided in NTD corresponds to the amount listed on the Canadian Trade Office in Taipei’s website on the date of my application.

YOUNG PROFESSIONALS AND INTERNATIONAL CO-OP ONLY: I have attached a letter from my prospective employer in Canada which includes information on my planned start and end dates, where my employment will take place, my work tasks and job title, my wages / benefits, and the contact details of my employer.

YOUNG PROFESSIONALS AND INTERNATIONAL CO-OP ONLY: I acknowledge that, if my application is successful, I am permitted to work ONLY for the employer specified in my application, for the specific period specific in my letter from my employer (up to a maximum of one year).

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INTERNATIONAL CO-OP ONLY: I have attached an official letter from my teaching institution in Taiwan explaining that my employment in Canada will be done within the framework of my program of study.

I have added hkong-im-enquiry@international.gc.ca and lectaiwan@international.gc.ca to my email account safe senders' list so that I will be sure to receive emails regarding my application.

I understand that I am required to provide a valid Taiwan police clearance as part of my application to establish that I am criminally admissable to Canada.

I understand that I may be requested to undergo medical examination at my own expense to establish that I am medically admissable to Canada. I understand that if medicals are deemed necessary, the required medical forms and instructions will be sent to me by the Visa and Immigration section.

I acknowledge that my dependent(s) (i.e. wife/husband, child/children) can NOT accompany me to Canada under this program. My dependent(s) must submit a separate application to enter Canada; for example, as an IEC participant, visitor, student or worker.

I acknowledge that if I am accepted as a participant in IEC and am issued a Letter of Introduction, but do not participate in IEC during the period in which the letter is valid, that it will count as a participation and therefore I will not be allowed to re-apply to IEC.

I intend to leave Canada before the expiry of my passport or before the expiry of my Work Permit, whichever comes first. Unless required to do so for a VISA application, **I am not including my actual passport with my application.**

I will enter Canada with a return or departure ticket or with sufficient funds (or proof thereof) to purchase a return ticket at the beginning of my stay in Canada;

I will procure and retain comprehensive travel medical insurance which will cover my period of travel in Canada. I acknowledge that I am fully responsible for covering any medical expenses I may incur during my stay in Canada as a result of injury or illness. I acknowledge that if I choose to cancel my medical insurance at any time during my stay in Canada I will no longer be eligible to participate in the IEC, and neither the Government of Canada nor the provincial government in the Canadian province in which I am travelling can be held accountable for my medical fees and expenses.

I possess sufficient funds to cover my initial living expenses while in Canada. With this application, I will provide documentary proof of having at least the equivalent of \$2500 CAD (\$75,000 NTD) currently available to me. This evidence may be in the form of travellers' cheques receipts or a bank or credit card statement in my name showing a balance of at least \$2500 CAD. I understand that upon my arrival at the Port of Entry I may again be required to present evidence of having at least the equivalent of \$2500 CAD (\$75,000 NTD) available to me.

I acknowledge that it is the policy of International Experience Canada to discuss my application only with me, and that at no time will the follow-up to my file be discussed

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with a third party (e.g. : parents, lawyers, consultants, travel company, etc.). I acknowledge that I must submit my application. I also know, however, that it is possible for a third party to help me fill in my IEC application form before I submit it. I acknowledge that even if I receive advice from a third party, I am responsible for all of the information contained in my application form.

I understand that up to 8 weeks will be required to process routine applications. I further understand that expedited processing is not possible.

Signature of Applicant: _____

Date: _____
(DD / MM / YYYY)