



DOCUMENT CHECKLIST

Application for Permanent Residence under the Temporary Public Policy for Extended Families of Former Language and Cultural Advisors

You **must** print this document, complete it and include it in your application as **the cover page**.

Gather your documents **in the order of the checklist** and check each item. If your documents are not in English or French, you **must include the English or French translation** with a certified copy of the original document. Applicants should use the services of a certified translator who is in good standing with their provincial or territorial organization and certified to translate documents if in Canada or accredited (officially recognized or authorized) in the country where the translation is being completed if outside Canada. In situations where the translation cannot be provided by a certified translator, it must be accompanied by an affidavit swearing to the accuracy of the translation and the language proficiency of the translator.



Note: If you are unable to provide any of the supporting documentation, please include with your application a written explanation with full details as to why that documentation is unavailable. Failure to provide supporting documents in certain circumstances may result in the refusal of your application.

In the context specific to the current circumstances in Afghanistan, if you are unable to fill out, print sign, scan and e-mail your forms for reasons of safety and security, accessibility, or lack of access to the required technology, your family member in Canada (former Language and Cultural Advisor employed by the Department of National Defence of Canada in Afghanistan between 2001 and 2021) could fill out and send the application for you. However, you must provide a dated and signed letter attesting the following:

- I declare that I have reviewed all of the information contained in my application for Permanent Residence in its final form and that it is truthful, complete and accurate.
- I understand that any false statements or concealment of material fact may result in me being inadmissible to Canada and may be grounds to refuse my application and subsequent applications as well as my prosecution or removal from Canada.
- I understand that by signing this document, I am signing my application.

If the forms are not signed and there is no letter **that includes all of the above** with the application, it will be returned as incomplete.

Also, if you intend to appoint a representative with *the Use of Representative form* (IMM 5476), you could provide a second declaration (signed and dated) that states the following:

- I authorize the following individual to serve as my representative and to conduct business on my behalf with Immigration, Refugees and Citizenship Canada and Canada Border Services Agency.
- I authorize Immigration, Refugees and Citizenship Canada and Canada Border Services Agency to release information from my case file and that of my dependent children under 18 years of age to my representative.

Make sure to include: Representative name, postal address, telephone number and fax number and email address.

	COMMON REASONS FOR THE RETURN OF THE APPLICATION PACKAGE
<ul style="list-style-type: none"> • Required form was not signed and dated by the client. • Principal applicant (PA) and family member information does not match the <i>Generic Application Form</i> (IMM 0008). • Invalid version of form was submitted with the application package. • Not all questions were answered by client. • Email address(es) of sender are not consistent with those listed in application package. • Email attachments exceed 5mb or are submitted through a file sharing website. 	

FORMS

1	Generic Application Form for Canada (IMM 0008) Completed and signed by the principal applicant.	<input type="checkbox"/>
2	Additional Dependents/Declaration (IMM 0008DEP), if applicable Completed, dated and signed by the principal applicant (if applicable). To be completed if the principal applicant has more than five dependents (whether they are accompanying or not).	<input type="checkbox"/>

3	<p>Schedule A: Background/Declaration (IMM 5669)</p> <p>Completed, dated and signed by everyone in the following list:</p> <ul style="list-style-type: none"> the principal applicant; spouse or common-law partner (whether they are accompanying or not), and each dependent child over the age of 18 years (whether they are accompanying or not) <p>Provide your detailed personal history from the last 10 years or since the age of 18, if you are less than 28 years of age. Do not leave any sections blank, or gaps in time. You must write "n/a" in any sections that are not applicable to your situation. Include all:</p> <ul style="list-style-type: none"> jobs, periods of unemployment, study, vacations, or being a homemaker <p>Do not use abbreviations. Do not use general words such as "employee", "working", and "manager." Specify your activity such as retail salesperson, architect, financial manager, etc.</p> <p>Note: If this section is not accurately completed, it will cause delays in the processing of your application.</p>	<input type="checkbox"/>
4	<p>Additional Family Information (IMM 5406)</p> <p>Completed, dated and signed by everyone in the following list:</p> <ul style="list-style-type: none"> the principal applicant; spouse or common-law partner (whether they are accompanying or not), and each dependent child over the age of 18 years (whether they are accompanying or not) 	<input type="checkbox"/>
5	<p>Schedule 1: Background/Declaration (IMM 0185)</p> <p>Completed, dated and signed by the principal applicant.</p> <p>Provide your detailed personal information and complete all of the questions concerning the requirements of the public policy.</p>	<input type="checkbox"/>
6	<p>Statutory Declaration (IMM 0186)</p> <p>Completed, dated and signed by the former Language and Cultural Advisor (LCA) who is a Canadian citizen or permanent resident in Canada and was employed by the Department of National Defence (DND) of Canada in Afghanistan between 2001 and 2021.</p> <p>The former Language and Cultural Advisor must complete and sign this form by solemn declaration in the presence of a notary public, lawyer, commissioner of oaths or justice of the peace in Canada.</p>	<input type="checkbox"/>
7	<p>Additional Background Information Form (IMM 0153)</p> <p>Completed, dated and signed by all applicants between the ages of 16 to 79 AND currently residing in Afghanistan.</p>	<input type="checkbox"/>
8	<p>Use of a Representative (IMM 5476), if applicable</p> <p>Complete, date, sign and include this form in your application if you have a paid or unpaid representative.</p>	<input type="checkbox"/>
9	<p>Authority to Release Personal Information to a Designated Individual (IMM 5475), if applicable</p> <p>Complete, date, sign and include this form in your application if you have a Designated Individual.</p>	<input type="checkbox"/>

SUPPORTING DOCUMENTS

1	<p>Passports, travel documents, and other identity documents (if available)</p> <p>Copy of the pages of your passport, travel or other identity documents for you, your spouse or common-law partner and your dependent children, showing, for example:</p> <ul style="list-style-type: none"> the passport number, date of issue and expiry, the photo, name, date and place of birth, pages showing any amendments in name, date of birth, expiration, etc. 	<input type="checkbox"/>
---	--	--------------------------

2	<p>Identity and Civil Status Documents (if available)</p> <p>You must provide the following documents for you and your family members:</p> <ul style="list-style-type: none"> • Tazkira • Birth certificates • Legal documents showing name or date of birth changes (if applicable) • Marriage certificate(s), final divorce or annulment certificate(s). If married more than once, include certificates from each marriage and divorce or annulment you, your spouse or common-law partner have had • Death certificate for former spouse(s) or common-law partner(s) (if applicable) • National ID cards (other than Tazkiras, if applicable) • If you have a common-law partner, complete and include the <i>Statutory Declaration of Common-Law Union (IMM 5409 - original)</i> and provide evidence that you have cohabitated with your partner for a period of at least 12 continuous months. Provide the following documents listing both your names, for example: <ul style="list-style-type: none"> ◦ copies of joint bank account statements, copies of leases, utility bills, etc. 	<input type="checkbox"/>
3	<p>Children's Information (dependents of the principal applicant or spouse/common-law partner)</p> <ul style="list-style-type: none"> • Children's birth certificates (which name their parents) • National ID cards (Tazkira) (if applicable) • School records (if applicable) • If applicable, adoption papers issued by recognized national authorities showing the legal, approved adoption of adopted dependent children • If applicable, proof of custody for children under the age of 18 	<input type="checkbox"/>
4	<p>Proof to support your relationship to the former Language and Cultural Advisor</p> <ul style="list-style-type: none"> • Evidence to support the family relation: this could be, but is not limited to, Tazkira, a birth, marriage or death certificate. If no documents are available or if some are missing, provide an affidavit (original) that explains the steps you took to obtain the information that were unsuccessful and a solemn declaration that you are related to the former Language and Cultural Advisor (or the missing filial link in the documentary evidence provided). 	<input type="checkbox"/>
5	<p>Proof to support the employment of the former Language and Cultural Advisor with DND, if available</p>	<input type="checkbox"/>
6	<p>Fees</p> <p>There are no fees for this application.</p>	
7	<p>This document checklist (IMM 0187)</p>	<input type="checkbox"/>

SUBMITTING YOUR DOCUMENTS

	<p>Email your application and supporting documents to:</p> <p>Immigration, Refugees and Citizenship Canada</p> <p>Resettlement Operations Centre in Ottawa</p> <p>IRCC.FLCA-ACLC.IRCC@cic.gc.ca</p> <p>If you cannot email your completed application and you need an authorized alternative method, please contact us at the email address above.</p> <p>Note: An authorized alternative method for submission can only be provided by contacting us at the email address above. Submissions made through unauthorized alternative methods (e.g. webform, etc) will not be accepted.</p>	
--	---	--