



University at Buffalo
The State University of New York

Office of International Education
International Student and Scholar Services

APPLYING FOR A CANADIAN VISITOR VISA Information for International Students, Scholars and Employees

How to Apply for a Canadian “Temporary Resident Visa”

Many students and scholars are required to obtain visitor visas, which are called “Temporary Resident Visas” (“TRV”), from the Canadian Consulate prior to traveling to Canada. To find out if you need a Canadian visa, please visit www.cic.gc.ca/english/visit/visas.asp

To apply for a Canadian Temporary Resident Visa, submit the following to the Canadian Consulate (by mail or in person):

- Completed **Application for Temporary Resident Visa**. *The application form must be legible and must be typed or completed in block letters. We recommend completing the fillable form, which is available at:*
 - www.cic.gc.ca/english/pdf/kits/forms/imm5257E.pdf
- Completed **Supplementary Information form** (available in the ISSS handout and on the ISSS website)
- Completed **Schedule 1** (fillable form available at: www.cic.gc.ca/english/pdf/kits/forms/IMM5257B_1.PDF)
- **Certification Letter from ISSS**. *This letter confirms full-time enrollment at UB.*
- **Two (2) recent passport size photographs**. The photographs must have been taken within the last six months
- **Your original, valid passport** or recognized travel document
- **Your original I-94 card**
- **Your original I-20** (or, if in J status, **original DS-2019**, or, if in H status, **original I-797**)
- Any other documents that will satisfy the Consular Officer that you are entering Canada for a temporary purpose (e.g. letter of invitation from a relative or friend in Canada, bank statements, proof that you are enrolled full-time at UB, etc.)
- **U.S. visa appointment / interview confirmation letter** if the purpose of your trip to Canada is to apply for a visa at a U.S. Consulate in Canada.
Note: Please also read the ISSS handout “Applying for a U.S. Visa at a U.S. Consulate in Canada” for other important information regarding this procedure.
- **If applying by mail**, enclose a **self-addressed envelope** large enough to accommodate your passport and supporting documents. Please note that the Canadian Consulate will return documents ONLY via the U.S. Postal Service and will not accept responsibility for lost or stolen documents. For this reason, ISSS recommends applying in person for your Canadian visa.
- Non-refundable **application processing fee**:

Single Entry Temporary Resident Visa**US \$75 Can. \$75**

The single entry visitor visa allows you to enter Canada only ONCE from ANY country. The single entry visa may also be used for repeated entries into Canada from the U.S. Such entries must occur between the validity dates on the visa stamp in your passport.

Multiple Entry Temporary Resident Visa**US \$150 Can. \$150**

The multiple entry visitor visa allows you to enter Canada from any country an unlimited number of times during the validity dates of the visa. This visa is often used by individuals traveling to their home countries via the Toronto airport. If applying for a multiple entry visa, you must also provide a detailed explanation of why it is required.

Payment should be made by certified check or money order. Fees may be remitted in either U.S. or Canadian funds. Money orders and certified checks should be made payable to the “Canadian Consulate General.”

Fees are subject to change at any time. Therefore, BEFORE you apply for your Canadian visa, we urge you to confirm the fee amount at www.canadainternational.gc.ca/buffalo/imm/fees_frais_usd.aspx?lang=eng

Address of Canadian Consulate

The mailing address of the Canadian Consulate General in Buffalo is:

Canadian Consulate General
Immigration Regional Program Center
3000 HSBC Center
Buffalo, New York 14203-2884

The Canadian Consulate is on the 30th floor of the HSBC building, which is located at the intersection of Main Street and Seneca Street.

Fax: 716-858-9591 or 716-852-2477 (no telephone support available; fax only for inquiries)
Hours: Monday, Tuesday, Thursday, Friday; 8:00 a.m. – 10:00 a.m.
(Note: The Canadian Consulate is closed to walk-ins on Wednesdays.)
Website: www.canadainternational.gc.ca/buffalo/

Visa Processing Times

- **Most applications will be processed and returned within 48 hours. However, any applicant may be subject to background checks and waiting periods as designated by the visa officer.**
- **There is a mandatory waiting period of 10 business days for citizens of certain countries.** For an up-to-date list, please visit: www.canadainternational.gc.ca/buffalo/visas/processing-traitement.aspx?lang=eng
- Please be advised that the Canadian Consulate General may change its procedures. For the most up-to-date information, you may visit its website: www.canadainternational.gc.ca/buffalo/visas/index.aspx