

MANUAL DE SOLICITAÇÃO

# VISTO CANADENSE



DIRETORIA DE RELAÇÕES INTERNACIONAIS -  
UNIVATES

# INTRODUÇÃO

A aplicação do visto canadense pode ser realizado de duas formas:

- I - via despachante (agência de turismo e intercâmbio);
- II - formulário *on-line* (*site do consulado canadense*).

Para aplicação *on-line*, siga as orientações abaixo:

## TIPO DE VISTO

Visto de TURISMO (até 6 meses).

## PRÉ-REQUISITOS

Antes de iniciar o processo, é necessário que você tenha passaporte com validade para o período em que ficará no Canadá, a carta de aceite da universidade de destino e um cartão de crédito (habilitado para compras internacionais).

## PROCESSO

O processo *on-line* do visto canadense é dividido em quatro etapas:

- I - verificação;
- II - preenchimento;
- III - submissão;
- IV - envio.

# I - VERIFICAÇÃO

Esta etapa serve para verificar se o aplicante é elegível a tirar o visto ou não. Para isso, siga as orientações abaixo:

1 - Acesse:

<https://www.canada.ca/en/immigration-refugees-citizenship/services/come-canada-tool.html>

2 - Clique em:

Check your eligibility

3 - Preencha as informações solicitadas;

## Find out if you're eligible to apply

What would you like to do in Canada? ?

Visit

How long are you planning to stay in Canada?

Temporarily - less than 6 months

Marcar essas duas opções conforme exemplo, afinal o visto estará sendo aplicado para "turismo" e o período de estadia no Canadá é de menos de 6 meses.

Which country issued your passport? ?

BRA (Brazil)

What is your current country/territory of residence? If you are presently in Canada, you should select Canada. ?

Brazil

Do you have a **family member** who is a Canadian **citizen** or **permanent resident** and is 18 years or older?

Please make a selection

What is your date of birth? ?

Select year

Select month

Select day

4 - Após preencher o item 3, clique em:

Next

A partir do próximo item (5), virá uma série de perguntas pessoais que podem variar conforme suas respostas;

5 - Selecione se você possui, ou não, *Green Card* americano.

### Find out if you're eligible to apply

Are you a lawful permanent resident of the United States with a valid alien registration card (Green Card)? *(required)* ?

Please make a selection

Save and Exit Questionnaire

Next

- Continue respondendo às perguntas e clicando em *next* até finalizá-las.

Seu possível resultado será:

#### Visitor visa - under 6 months

You are eligible to apply for a visitor visa to travel to Canada.

A visitor visa costs \$100 CAD. It permits travel to Canada by **air, car, bus, train or boat** and is valid for up to 10 years. Processing times vary, depending on the number of applications currently being processed.

Clique em

Continue

6 - Leia o aviso e, em seguida, clique em *continue*.

#### Visitor visa - under 6 months

##### You are almost there...

We are going to ask you a few more questions. Based on your answers, we will provide you with a personal checklist of all the documents you need to submit with your application.


Do **not** submit multiple applications for the same service in an effort to speed up your application. Doing this may result in both applications being processed and delay the finalization of your application. We do not refund processed applications.


Continue

## II - PREENCHIMENTO

Nesta etapa será informada a documentação que o consulado solicitará.

- 1 - Selecione a opção *Tourism* neste item, pois você estará aplicando para o visto de visitante.

What is the main purpose of your visit? 


Tourism 


Os próximos itens trazem perguntas pessoais, que poderão variar conforme cada resposta.

- 2 - Verifique suas respostas no final do questionário e, se tudo estiver correto, clique em *continue* no final da página.

### Review your answers

Please review your results and modify your answers if required.





What would you like to do in Canada?  
Visit


How long are you planning to stay in Canada?  
Temporarily - less than 6 months

Which country issued your passport?  
BRA (Brazil)


What is your current country/territory of residence? If you are presently in Canada, you must select Canada.  
Brazil

Do you have a family member who is a Canadian citizen or permanent resident and is 18 years of age or older?  
No

What is your date of birth?  
January 12, 1995

Have you lived in Canada as a permanent resident or temporary migrant?  
No 

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Are you a lawful permanent resident of the United States with a valid alien registration card (Green Card)?  
No 

In the past 10 years, did you hold a valid Canadian temporary resident visa?  
No

Do you currently hold a valid U.S. nonimmigrant visa?  
No

Após dar continuidade ao processo, aparecerá um *checklist* das próximas etapas e da documentação que você precisará reunir.

3 - Leia todo o *checklist* disponibilizado pelo consulado e anote o seu *personal reference code*. Você precisará dele nos próximos passos!

### Visiting Canada – Your personal checklist

Based on your answers, you may be eligible to come to Canada as a visitor.

To apply online, you will need this personal reference code: **RP2287844731**

✔ **Step 1:**

**Record your personal reference code.** This code will expire on Saturday March 31 2018 6:26:36 PM GMT. It is valid only for this application. When you apply online, you will need to enter your personal reference code. We will use this code to retrieve the list of documents you need to submit with your application.

✔ **Step 2:**

**Print** this page. You will need this information to apply.

✔ **Step 3:**

[Read the application guide.](#)

✔ **Step 4:**

Gather these documents and complete the application forms:

[Are you having difficulty downloading a form?](#)

Versions of application forms for study permits and work permits dated November 2013 (11-2013), or later, and applications for temporary resident visas dated March 2014 (03-2014), or later, can only be uploaded to your account.

#### Application Form(s)

Application for Visitor Visa (Temporary Resident Visa) Made Outside of Canada (IMM5257)

#### Supporting Documents

Family Information Form (IMM5707) ?

Travel History ?

Passport ?

Proof of Financial Resource of Supporter ?

Proof of Means of Financial Support ?

Digital photo ?

Purpose of Travel - Other ?

Nesse quadro será informada a documentação exigida. Ela pode variar em cada aplicação.

#### Fees

Fees			
Application	Quantity	Price (CAD) per unit	Total (CAD)
Visitor (includes SE, ME and EXT)	1	\$100	\$100

The fee shown is an estimate based on the fees in effect on the day that this Personal Reference Code is issued. The actual fees to be paid will be calculated on the date of submission.

**Total Price (CAD) \$100**

4 - No item 5, clique em *Register to get a key*.

Register / log in to submit your online application.

Step 5: To apply online, you'll need an electronic "key" for secure access.

- Register to get a key if you are a new user.
- Sign in to your account if you are a returning user.

Step 6: When you are logged in to your electronic credential (known as your key), you'll automatically be directed to your account.

If you are a first time user, you will need to create an account. Returning users will be directed straight to their account. Once you are signed in, select "Visitor visa, study and/or work permit" to continue.

Step 7: Enter your **personal reference code**

After you select "Visitor visa, study and/or work permit", you will be asked to enter your personal reference code. A personal reference code is located at the top of this personal checklist and looks like this: **QK4350881372**.

Step 8: Once you have entered your personal reference code, you will be guided through the following steps to complete your application:

- Upload your documents
- Review your application
- Pay with a credit card
- Submit your application

Step 9: After you submit your payment, you will see a page that confirms that your application has been submitted. It will have more information on next steps. Shortly after you submit, you will also receive a confirmation message in your account.

5 - Clique em *Continue to GCKey*;

Continue to Sign-In Partner

- Use the same sign in information you use for other online services (for example, online banking)
- None of your information will be shared with us. Your Sign-In Partner will not know which government service you are using.
- You will temporarily leave Canada.ca to use your Sign-In Partner

[View the full list of Sign-In Partners](#)

Continue to GCKey

- Sign in with a GCKey user ID and password if you don't use a Sign-In Partner.
- Register for a GCKey user ID and password if you don't have one.

6 - Em seguida, clique em *Sign up*.

## Welcome to GCKey

### Sign In

Username: (required)

Password: (required)

[Forgot your password?](#)

### Simple Secure Access

A simple way to securely access Government of Canada online services.

One username.  
One password.

Your GCKey can be used to access multiple Government of Canada online [Enabled Services](#).



7 - Leia os termos e condições de uso. Em seguida clique em *I accept* para dar continuidade ao processo.

Disclaimers.' Below the bullet points, it says: 'By selecting the **I accept** button, you are accepting the GCKey Terms and Conditions as stated above. You can choose to not sign up for a GCKey by selecting **I decline** to end this process.' At the bottom, there are two buttons: 'I accept' (highlighted with a red box) and 'I decline'." data-bbox="214 132 779 355"/>

### Terms and Conditions of Use

In return for the Government of Canada providing you with a GCKey, you agree to abide by the following Terms and Conditions of Use:

- You understand and accept that you are at all times responsible for your GCKey Username, Password and Recovery Questions, Answers and Hints. If you suspect that others have obtained them, you are responsible for revoking your GCKey and obtaining a new one with a new Username and Password.
- You understand and accept that the Government of Canada can revoke your GCKey for security or administrative reasons.
- You understand and accept that the Government of Canada disclaims all liability (except in cases of gross negligence or willful misconduct) in relation to the use of, delivery of or reliance upon the GCKey service. More details can be found in our [Disclaimers](#).

By selecting the **I accept** button, you are accepting the GCKey Terms and Conditions as stated above. You can choose to not sign up for a GCKey by selecting **I decline** to end this process.

8 - Preencha os campos solicitados em cada etapa (*Terms and Conditions, Username, Password e Questions and Answers*) até finalizar.

Anote todas suas respostas, pois você precisará delas nas próximas etapas!

Personal Information Collection Statement.' Below that is a 'Username Checklist' section with three bullet points: 1. '8-16 Characters', 2. 'No Special Character(s)', 3. 'No more than 7 digits'. At the bottom, there is a text input field labeled 'Create Your Username: (required)'. Below the input field, it says: 'Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.' There are three buttons: 'Continue' (highlighted with a blue box), 'Clear All', and 'Cancel'." data-bbox="102 620 899 860"/>

Terms and Conditions > Username > Password > Questions and Answers

### Create Your Username

Your Username must contain between eight and sixteen characters, no special characters (for example: %, #, @) and may contain up to seven digits. When creating your Username, we recommend that you:

- make your Username easy for you to remember and hard for others to guess;
- avoid using personal information such as your name, Social Insurance Number (SIN), mailing address or email address;
- always keep your Username secure and do not share it with anyone.

Create Your Username: **(required)**

Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.

#### Privacy

Please keep your Username secure. For more information on how your privacy is protected, please refer to our [Personal Information Collection Statement](#).

#### Username Checklist

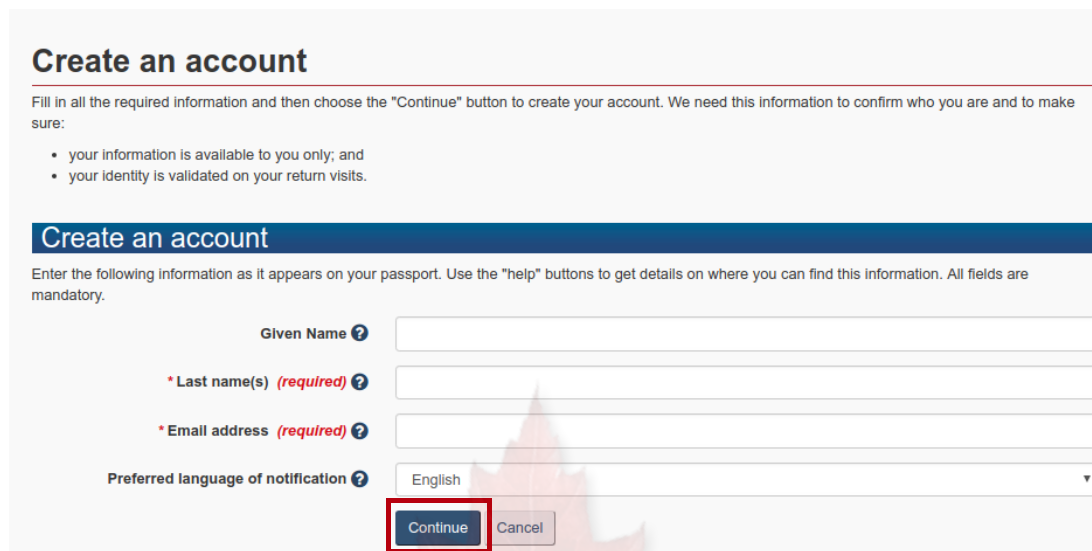
- 8-16 Characters
- No Special Character(s)
- No more than 7 digits

9 - Ao finalizar, você terá de ler outro termo de compromisso e aceitá-lo, semelhante ao processo do item 7.



10 - Preencha os dados solicitados, conforme imagem abaixo, e clique em *Continue*.

Lembre-se que seu nome deve ser preenchido da mesma forma que seu documento de viagem (passaporte).




**Create an account**


Fill in all the required information and then choose the "Continue" button to create your account. We need this information to confirm who you are and to make sure:


- your information is available to you only; and
- your identity is validated on your return visits.


**Create an account**

Enter the following information as it appears on your passport. Use the "help" buttons to get details on where you can find this information. All fields are mandatory.

Given Name 

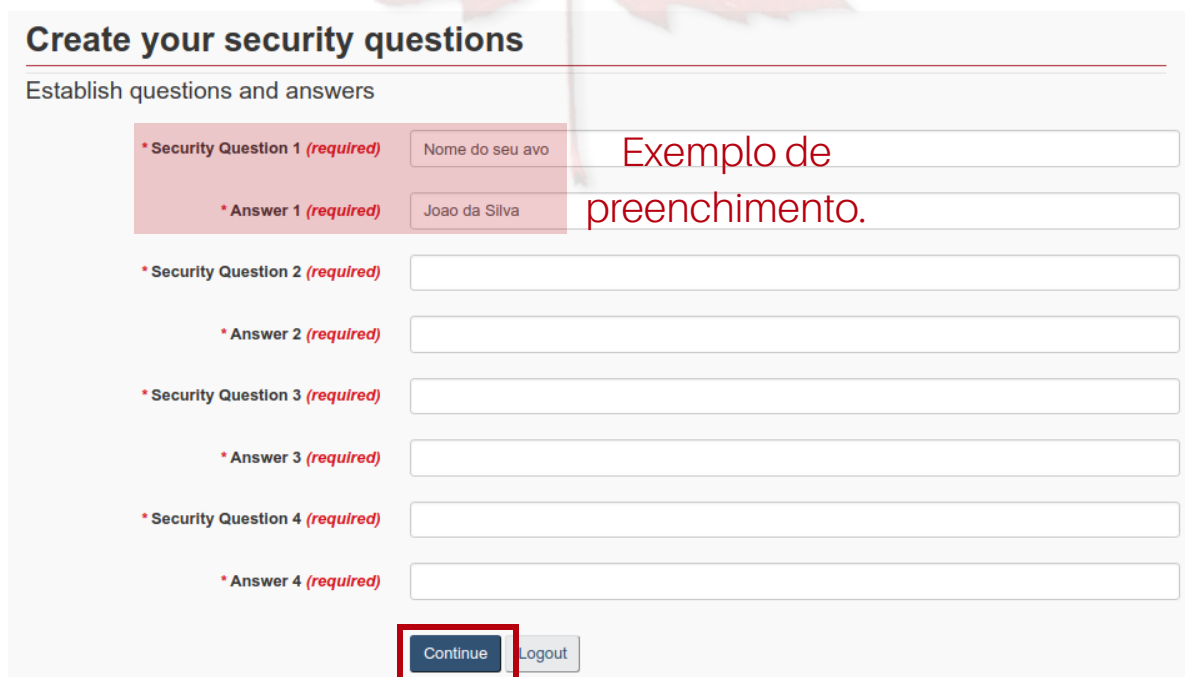
\* Last name(s) (required) 

\* Email address (required) 

Preferred language of notification  English

**Continue** Cancel

11 - Crie 5 perguntas de segurança e 5 respostas para elas. Anote-as pois elas serão solicitadas nas próximas etapas. Em seguida clique em *Continue*.



**Create your security questions**

Establish questions and answers

\* Security Question 1 (required) Nome do seu avo **Exemplo de preenchimento.**

\* Answer 1 (required) Joao da Silva

\* Security Question 2 (required)

\* Answer 2 (required)

\* Security Question 3 (required)

\* Answer 3 (required)

\* Security Question 4 (required)

\* Answer 4 (required)

**Continue** Logout

12 - Preencha seu *e-mail* na aba *Email address* e marque a opção *I would like to receive monthly updates about my application*. Em seguida clique em *Update*, e após atualizar a página clique em *Visitor visa, study and/or work permit*.

**My Information**

Notification Information

Complete the following information so we can send you an email if there is an update to your application or message in your account.

\* Email address (required) [red box] [redacted]@univates.br [?]

Preferred language of notification English [?]

I would like to receive monthly updates about my application  [red box] [?]

[Update] [Reset my security questions]

**What would you like to do today?**

Visitor visa, study and/or work permit [?]

Express Entry [?]

International Experience Canada (IEC) [?]

13 - Preencha o seu *Personal reference code*. Você anotou esse número no item 3 (II - Preenchimento). Em seguida clique em *Continue*.

**Personal checklist**

**Personal Reference Code**

If you have already completed the Come to Canada or the Express Entry wizard, you would have received a document checklist and/or a personal reference code, based on the answers you provided.

\* Please enter your personal reference code to begin your application. (required)

[red box]

[Continue] [Cancel]

# III - SUBMISSÃO

Nesta etapa você irá anexar todos os documentos que o governo canadense está lhe solicitando.

1 - Anexe os documentos listados clicando em *Upload File*. Caso você tenha dúvidas sobre o documento, clique no ponto de interrogação (?) na coluna *Instructions*.

Application Form(s)			
Application Form(s)			
Details	Document Name	Instructions	Options
Not Provided	Application for Visitor Visa (Temporary Resident Visa) Made Outside of Canada (IMM5257) (required)	?	<a href="#">Upload File</a>

Supporting Documents			
Supporting Documents			
Details	Document Name	Instructions	Options
Not Provided	Family Information Form (IMM5707) (required)	?	<a href="#">Upload File</a>
Not Provided	Travel History (required)	?	<a href="#">Upload File</a>
Not Provided	Passport (required)	?	<a href="#">Upload File</a>
Not Provided	Proof of Financial Resource of Supporter (required)	?	<a href="#">Upload File</a>
Not Provided	Proof of Means of Financial Support (required)	?	<a href="#">Upload File</a>
Not Provided	Digital photo (required)	?	<a href="#">Upload File</a>
Not Provided	Purpose of Travel - Other (required)	?	<a href="#">Upload File</a>

- Os documentos *Application for Visitor Visa (Temporary Resident Vista) Made Outside of Canada (IMM5257)* e *Family Information Form (IMM5707)* devem ser baixados e preenchidos no computador usando o próprio PDF. Para baixá-los, basta clicar no nome do documento. Após preenchimento, salve-os em seu computador.
- É necessário enviar todos os documentos em formato PDF. Caso seja preciso escanear algum documento físico, é importante observar que o sistema do consulado permite enviar apenas um anexo por item, por isso, junte todas as página em apenas um arquivo.
- É preciso comprovar que você possui, pelo menos CAD 10,000 (dez mil dólares canadenses) para a viagem;

Após anexar todos os documentos, será liberado um botão no final da página permitindo que você avance e realize o pagamento da taxa consular.

2 - Faça o pagamento e salve o comprovante em seu computador.

Após anexar os documentos e pagar a taxa, o Consulado irá analisar toda a sua documentação.

Caso o consulado necessite de algum documento extra, será postada um nota na plataforma online (onde você anexou os documentos), e será enviado um aviso por *e-mail*.

Caso não seja necessário nenhum documento extra, o consulado irá lhe enviar uma carta por *e-mail* solicitando o envio do seu passaporte para eles. No passaporte será anexado o seu visto.

Para o envio do passaporte, veja as orientações na etapa IV.

Caso você não tenha obtido nenhum retorno sobre seu visto no prazo de 15 dias úteis, verifique sua situação pelo *e-mail*:

[SPALOIMMIGRATION@international.gc.ca](mailto:SPALOIMMIGRATION@international.gc.ca)

## IV - ENVIO

Você receberá um e-mail solicitando o envio do seu passaporte, assim como uma série de documentos para a verificação do visto.

O envio do passaporte e dos documentos é feito para a empresa VFS Global e não diretamente para o consulado canadense, podendo escolher entre as unidades de São Paulo (indicado), Rio de Janeiro e Brasília.

Acesse o *site* abaixo para verificar o procedimento atual de envio dos documentos.

[http://www.vfsglobal.ca/Canada/Brazil/how\\_to\\_apply.html](http://www.vfsglobal.ca/Canada/Brazil/how_to_apply.html)

O serviço de envio do passaporte tem uma taxa. A VFS exige que o pagamento seja feito em uma agência do Santander, na "boca do caixa", em espécie.

### Dados para depósito:

Banco Santander

Agência: 0729

Conta corrente: 13000778-0

Beneficiário: Vfs Brasil Servicos de Preparacao de Documentos  
Ltda

É possível fazer apenas um depósito com o montante da somatória das taxas aplicáveis.

A devolução do passaporte leva em torno de 23 dias úteis, após recebida a documentação.





## Letter of Financial Resource of Supporter

To whom It May Concern,

I, [nome do responsável], born in [cidade], [estado], [país] on [mês] [dia], [ano], ID/passport number [número RG/passaporte] do provide this letter of financial support and accompanying bank statement, to confirm funding for my [daughter/son], [nome do estudante], during [her/him] exchange program at Concordia University of Edmonton, from [inicio aula] to [data fim aula].

I hereby confirm that I am able to provide sufficient funds to responsibly cover her expenses during the entire educational program, including any unexpected midterm costs and any emergency funding for personal upkeep that would otherwise hinder studying.

\_\_\_\_\_ ← assinatura

[nome do responsável]

Father

[mês por extenso] [nº]th, 20XX