

## Step 1

### Entering Canada

All foreign nationals require an entry document to enter Canada. The document required is dependent on where the foreign national is from and how they are travelling to Canada. Visit the [IRCC website](#) to determine which document your family member requires. Most travellers will require a temporary resident visa (or an entry visa/visitor visa).

## Step 2

### Apply for visitor visa

If your family requires a [temporary resident visa](#) to enter Canada, they will apply online through the [IRCC Portal](#) or the [IRCC Portal - new version \(if eligible\)](#).

## Step 3

### How to apply

Once logged into [IRCC portal](#) or the [IRCC Portal - new version](#) > start an application > apply to visit, study or work in Canada as a temporary resident > start application.

## Step 4

### When to apply

Application processing times are dependent on the country or territory in which the application is submitted. You can refer to the processing times on the [IRCC website](#). You will select temporary residence > visitor visa.

## Step 5

### Gather Trent documents

The documents you need from Trent for your family member's visa application:

- (1) Trent Convocation ceremony schedule > published each Jan on [convocation website](#)
- (2) If still studying, a Trent Verification of Enrollment
  - Undergraduate: myTrent > Register > International Immigration Letter
  - Postgraduate Certificate: myTrent > Register > International Immigration Letter
  - Graduate (Masters/PhD): myTrent > Academics > Verification of Enrollment

**OR**

- (2) If finished degree, a Trent completion notice

## Step 6

### Invitation letter

As part of the application, the applicant will require an "Invitation Letter". As the person inviting your family to Canada, you will be responsible for writing this letter. IRCC has an outline of what should be included in the invitation letter [here](#). A letter of invitation explains: who you are inviting to Canada, the purpose of their trip, your relationship, how they will pay for their stay in Canada, where they will stay, and as the stay is temporary, information about when they will leave Canada. The letter will also include information about yourself.

## Step 7

### Complete application form

The free version of Acrobat Reader version 10 or higher is required to open the [IMM5257 application form](#). Find detailed instructions on the [IRCC website](#) to download and complete the form.

## Step 8

### Additional documents

Visit the [IRCC website](#) for a detailed list of documents required for the visitor visa application. Select "for a family visit". Be sure to review the recommended documents.

## Step 9

### Learn about convocation

If you are inviting your family to your convocation ceremony, visit the [Trent convocation website](#) to learn more about the convocation ceremony, guest information, [frequently asked questions](#), and a student convocation checklist.

## Step 10

### After applying

Visit the [IRCC website](#) to learn more about next steps after you apply. The [IRCC website](#) also has information on how to prepare for arrival should the application be approved.

## Optional

### Need support?

If your family needs extra support with their application, they can connect with a [Regulated Canadian Immigration Consultant](#) or other [authorized representative](#).