

Part 1: General Guidelines For Visitors

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(A) Purpose of This Document and Legal Disclaimer

This document has no binding legal character; it was prepared based on information on the Department of *Citizenship and Immigration Canada* website, and is intended to be a general guideline and a source of information on procedures and documents applicable to foreign nationals entering Canada as visitors.

(B) Before Coming to Canada, ALL International Visitors Must Satisfy The Following Requirements:

1. Must be healthy. It must be noted that a medical examination is required as a precondition to getting a visa in certain instances BUT only where the visitor wants to stay in Canada for more than 6 months. This requirement will likely not apply to any of our International YTOL visitors.
2. Must respect Canadian Laws. (This should be obvious). The quick interview at the airport with the Immigration Officer where the visitor is asked about the purpose of his/her trip is intended to satisfy the officer that the person is suitable for entry into Canada. Most visitors pass this requirement without any problems, except possibly where the person's answers are false or incomplete.
3. Valid Passport. A passport must be obtained/updated by ALL International YTOL visitors prior to entering Canada. No Exceptions!
4. Temporary Resident Visa (TRV). In addition to a valid passport, some International YTOL visitors will need to obtain a Visa:
 - 2a Visitors from the following YTOL countries do not need a Visa and may travel to the meeting on a passport only:
 - USA
 - France
 - Portugal
 - Spain

- Italy
- ¶ Visitors from the following YTOL countries need a Visa:
 - Brazil
 - Syria
 - Lebanon

5. May need a Letter of Invitation:

- ¶ Sometimes a person applying for a Temporary Resident Visa to visit Canada is asked to provide a letter of invitation from someone in Canada. A letter of invitation does not guarantee that a visa will be issued. Visa officers assess **the applicant** to determine whether they meet the requirements of the *Immigration and Refugee Protection Act*. *YTOL Canada* will provide a letter of invitation to the YTOL Teams in Syria, Lebanon, and Brazil to attend the *Canada 2007 YTOL International Meeting*. Each person wishing to attend the meeting from the above mentioned countries will be required to submit this letter to the Canadian Embassy or Consulate in their country when they apply for their Temporary Resident Visa. (See Part 3: Letter of Invitation)

Note:

Canada does not pay for hospital or medical services for visitors. International YTOL

- ¶ YTOL visitors should make sure they have health insurance before they leave for Canada.
- ¶ After arrival, an International YTOL visitor may want to change the conditions of his/her visit. This is possible in special cases. He or she must do this before the status as a temporary resident expires. An application to extend the stay or visit at least 30 days before the visa expires is required.

(C) Specific Information with Regards to an Application for a Temporary Resident Visa: Brazil, Syria & Lebanon

1. Visa Applications from Syria, Lebanon, and Brazil are to be submitted by each person from the above countries to a visa office at a Canadian embassy, high commission or consulate in that country. It is recommended that prior to submitting applications, those interested people contact the visa office to see if they need to fill out any additional forms or provide any additional documents (ie country specific information).

- ¶ A Temporary Resident Visa (TRV) must be obtained before departure. It cannot be obtained upon arrival in Canada.

- ?á Applications should be made at least one month before the intended departure date. This is an absolute minimum and does not include mailing times. It is recommended that such an application should be made, at least, several months before the meeting dates.

2. What requirements must each person meet for a temporary resident visa?

- ?á He/she must show the officer that he/she meets the requirements of the *Immigration and Refugee Protection Act and Regulations* and that he/she will be in Canada for a **temporary** stay. He/she must also:
 - ?á satisfy an officer that he/she will leave Canada
 - ?á show that he/she has enough money to maintain himself/herself in Canada and to return home;
 - ?á not intend to work or study in Canada unless authorized to do so;
 - ?á be law abiding and have no record of criminal activity (may be asked to provide a Police Clearance Certificate);
 - ?á not be a risk to the security of Canada;
 - ?á produce any additional documents requested by the officer to establish his/her admissibility;
 - ?á be in good health (complete a medical examination, if required).

Note: Citizens and residents of certain countries require additional formalities which could add three weeks or more to the normal processing period. The visa office will advise him/her further if such requirements apply. **(PART 2 OUTLINES THE FORMS THAT NEED TO BE COMPLETED TO OBTAIN A VISA!)**

VISA OFFICES:

LEBANON:

The Canadian Embassy
Immigration Section
434 Jal El Dib Highway
Coolrite Building
Jal El Dib
Beirut

Mailing Address: The Canadian Embassy
Immigration Section
P.O. Box 60163
Jal-el-Dib
Beirut

Lebanon Internet Site: <http://www.beirut.gc.ca>

Telephone/Facsimile

Numbers: Mission Tel.: (961-4) 713-900

Immigration Tel.: (961-4) 713-900

Mission Fax: (961-4) 710-595

Immigration Fax: (961-4) 710-594

E-mail Address: berut.immigration@international.gc.ca

Office Hours:

Monday: 08:00 - 16:30

Tuesday: 08:00 - 16:30

Wednesday: 08:00 - 16:30

Thursday: 08:00 - 16:30

Friday: 08:00 - 13:30

Comments: Open to the public Monday to Thursday from 8:00 am to 11:00 am for visas/visitors/students/workers and returning residents. Also, open to the public Monday to Thursday from 1:00 pm to 3:00 pm for general inquiries. Fridays closed to the public, open only for appointments.

SYRIA

The Canadian Embassy

Immigration Section

Meze Hi-Way

Near Razi Hospital

Mailing Address: The Canadian Embassy

Immigration Section

P.O. Box 3394

Damascus

Syria Internet Site: <http://www.damascus.gc.ca>

Telephone/Facsimile

Numbers: Mission Tel.: (963-11) 611-6692 / 611-6851

Immigration Tel.: (963-11) 611-6692

Mission Fax: (963-11) 611-4000

Immigration Fax: (963-11) 611-8034

E-mail Address: damascus-im-enquiry@international.gc.ca

Office Hours: Sunday:

08:00 - 16:30

Monday: 08:00 - 16:30

Tuesday: 08:00 - 16:30

Wednesday: 08:00 - 16:30

Thursday: 08:00 - 13:30

Comments: Open to the public Sunday to Wednesday from 8:00 to 11:30 for immigration inquiries. Sunday to Wednesday from 8:00 to 9:30 for temporary resident visa applications. Thursday is not open to the public.

BRAZIL

Consulate General of Canada
Visa Section & Immigration
Centro Empresarial Nacoes Unidas - Torre
Avenida Nacoes Unidas, 12901, 16th Floor

São Paulo Mailing Address: Consulate General of Canada
Visa/Immigration Section
Centro Empresarial Nacoes Unidas - Torre
Avenida Nacoes Unidas, 12901, 16th Floor
São Paulo
04578-000

Brazil Internet Site: <http://www.dfait-maeci.gc.ca/brazil>

Telephone/Facsimile
Numbers: Mission Tel.: (55-11) 5509-4321

Immigration Tel.: (55-11) 5509-4343
Mission Fax: (55-11) 5509-4260
Immigration Fax: (55-11) 5509-4262

E-mail Address: SaoPaulo-im-enquiry@international.gc.ca

Office Hours:

Monday: 08:00 - 17:00

Tuesday: 08:00 - 17:00

Wednesday: 08:00 - 17:00

Thursday: 08:00 - 17:00

Friday: 08:00 - 13:30

Comments: Open to public Monday to Thursday from 8:00 to 11:00 and from 15:00 to 16:00. Friday from 8:00 to 9:30 and from 12:00 to 13:00.