



International Experience Canada – Application and Declarations Form

International Experience Canada,
Canadian Embassy, ul. Matejki 1/5
00-481 Warsaw, Poland
-email: poland.youth18-35@international.gc.ca
- telephone number: 48 22 584 3243

Section A: Personal Information

Section B: OFFICE USE ONLY

SURNAME		WTN Ref. #	
FIRST NAME		CAIPS File Ref. #	
MIDDLE NAME		Prev. CAIPS or FOSS #	
DATE OF BIRTH		Date Received	
COUNTRY OF CITIZENSHIP		Signatures	Y <input type="checkbox"/> N <input type="checkbox"/>
COUNTRY OF BIRTH		PF Paid	Y <input type="checkbox"/> N <input type="checkbox"/>
GENDER		Information Attached	Y <input type="checkbox"/> N <input type="checkbox"/>
PASSPORT NUMBER		Prev. Participation	Y <input type="checkbox"/> N <input type="checkbox"/>
PASSPORT EXPIRY		Medical Condition	Y <input type="checkbox"/> N <input type="checkbox"/>
		Criminal Record	Y <input type="checkbox"/> N <input type="checkbox"/>
MARITAL STATUS* check the appropriate box	<input type="checkbox"/> single <input type="checkbox"/> married <input type="checkbox"/> divorced <input type="checkbox"/> separated <input type="checkbox"/> common law partner		
CURRENT LEVEL OF STUDIES OR HIGHEST LEVEL OBTAINED			
COMPLETE MAILING ADDRESS			
EMAIL ADDRESS			
HOME PHONE NUMBER			
CELL PHONE NUMBER			

*The IEC applicant understands that dependent(s) may not accompany the applicant under his/her application. Dependent(s) of IEC applicants / participants must submit an individual application (e.g., visitor, worker, student) to enter Canada.



Section C: Signature & Photos

- No one can sign your application form on your behalf
- You must submit an original application
- You must sign the same way as in your passport

SIGNATURE:

DATE:

DD / MM / YYYY

ATTACH PHOTOS HERE

<p>STAPLE passport-size photo of applicant</p> <p>(35mm x 45 mm)</p> <p>DO NOT USE GLUE</p>	<p>STAPLE passport-size photo of applicant</p> <p>(35mm x 45 mm)</p> <p>DO NOT USE GLUE</p>	<p>STAPLE passport-size photo of applicant</p> <p>(35mm x 45 mm)</p> <p>DO NOT USE GLUE</p>	<p>STAPLE passport-size photo of applicant</p> <p>(35mm x 45 mm)</p> <p>DO NOT USE GLUE</p>
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Section D: Work-Specific Information (not applicable to WHP)

Name and complete address of employer in Canada:			
Job Title and brief description of the position:			
DATE you are expected to begin work in Canada: DD / MM / YYYY	DATE you expect to finish work in Canada on: DD / MM / YYYY		

Application for a Work Permit Made Outside Canada (Form IMM1295B)

<Insert "Application for a Work Permit Made Outside Canada" form IMM1295B>



Section E: Supplementary Information and Applicant Declarations

1. IEC CATEGORY & PARTNERS:

1.1 IEC Category:

Please identify which category you are applying to by placing an “X” in one of the boxes below:

Working Holiday (non-work specific)

This category applies to participants who intend to stay in Canada as tourists or to learn about Canadian culture while being authorized to work if they so choose. This is a non work-specific category.

Young Professionals This category applies to participants who intend to work in Canada under a pre-arranged contract of employment aimed at career development or re-orientation of a new career.

Co-op Internship This category applies to students who are registered at post-secondary institutions in their home country and who intend to fulfill part of their curriculum requirements in Canada. This involves pre-arranged work placements that are part of their program of studies.

Note that specific categories of the IEC may require you to submit additional supporting documentation, such as a letter of offer of internship, a curriculum vitae, copy of a student card, etc. Please ensure that you have fulfilled all of the responsibilities and included all the necessary documentation with your application package by visiting the Canadian Embassy website at www.poland.gc.ca

1.2 IEC Partners:

If you are applying to participate in the IEC via one of the Canadian partner organizations recognized by the IEC, please indicate on the line below, through which partner you are applying to the IEC:

Partner Organization: _____



2. PROGRAM PARTICIPATION FEE & PROOF OF PAYMENT:

2.1 Proof of Payment:

Proof of payment must be attached to your application package. The receipt must be legible and the payment purpose must contain your name and your date of birth.

If your proof of payment is not included, or if you have paid an incorrect amount for your participation fee, your application will be returned to you unprocessed. An explanation will be provided of why your application has not been accepted, and you will only be able to re-submit your application to the Canadian Embassy when your application is compliant with the requirements of the IEC.

2.2 Participation Fee Reimbursement:

The participation fee you have paid to participate in the IEC will only be reimbursed if:

- You do not meet the mandatory requirements of the IEC and thus cannot be a participant;
- You cannot be issued a work permit by Citizenship and Immigration Canada by reason of pre-existing medical condition or criminal record; or,
- The established participation quota for the IEC in your country has been filled and no more applications can be accepted.
- Application voluntarily withdrawn before processing completed.

The participation fee you have paid will NOT be reimbursed if:

- A Letter of Introduction has been issued to you by the Canadian Embassy to welcome you as a participant in the IEC; or,
- You include inaccurate information on the Application and Declarations form that circumvents the official requirements of the IEC, and as such, falsely represent yourself.

2.3 Participation Fee Payment Method:

I have attached a compliant proof of payment certificate / statement to show that an electronic transfer of funds has been made from my bank account to the following account:

Canadian Embassy:

Name of Bank: *Bank Handlowy S.Aul. Traugutta 7/9*
00-067 Warszawa

Account number: *19 1030 1061 0000 0000 3015 3022*
SWIFT -CITIPLPX

Payment Purpose: *IEC, Your name and date of birth*
(e.g.: IEC, Joseph Black, 24.11.1982)

2.4 Applicant Bank Account Information:

Please provide your personal bank account details as requested below so that a reimbursement can be issued to you automatically if your application cannot be accepted.

Name of account holder: _____

Name of Banking Institution: _____



Bank address: _____

Account Number: _____

Currency: _____

International Transfers Codes (SWIFT code)/ correspondent/intermediary bank
(if necessary): _____

3. PORT OF ENTRY:

In order to be issued a work permit, you must declare which province or territory in Canada that will be your port of entry (The port of entry is the place where you will enter Canada, e.g. where you go through customs). Please place an "X" in **one** of the boxes below, to indicate which province or territory will be your port of entry:

- | | |
|-------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> British Columbia | <input type="checkbox"/> New Brunswick |
| <input type="checkbox"/> Alberta | <input type="checkbox"/> Nova Scotia |
| <input type="checkbox"/> Saskatchewan | <input type="checkbox"/> Newfoundland and Labrador |
| <input type="checkbox"/> Manitoba | <input type="checkbox"/> Northwest Territories |
| <input type="checkbox"/> Ontario | <input type="checkbox"/> Yukon |
| <input type="checkbox"/> Quebec | <input type="checkbox"/> Nunavut |

4. APPLICANT RESPONSIBILITY:

It is your responsibility to ensure that you have filled in the IEC Application and Declarations form accurately and correctly. Incomplete, unsigned, or non-compliant application packages will not be processed. A refusal letter will be sent.

To ensure that your application to International Experience Canada is accepted, please ensure that all necessary supporting documentation has been attached to the Application and Declarations form, and forward your application package, by mail, to the following address:

***International Experience Canada
Embassy of Canada
Ul. Matejki 1/5
00-481 Warszawa***



5. PRIVACY STATEMENT:

Foreign Affairs and International Trade Canada is committed to respecting the privacy rights of individuals, including safeguarding the confidentiality of information provided by individuals.

Participation in the International Experience Canada is voluntary. Submission of your application package to the Embassy of Canada constitutes your consent to the collection, use, storage, and disclosure of your personal information. The information that you provide on the International Experience Canada Application and Declaration forms is collected under the *Department of Foreign Affairs and International Trade Act* for the purpose of administering the International Experience Canada and determining your eligibility to participate in the programs.

Your personal information will be shared with *Citizenship and Immigration Canada (CIC)* and *Canada Border and Services Agency (CBSA)* under the authority of the *Immigration and Refugee Protection Act* in order to determine your eligibility to enter Canada and receive a work permit.

Also, your personal information will be used to send you two survey questionnaires for statistical purposes.

All information collected under International Experience Canada will be retained for a minimum of two (2) years and a maximum of twenty (20) years after your participation in the International Experience Canada. It will then be destroyed.

Individuals to whom the personal information pertains have the right to the protection of and the access to their personal information under the *Privacy Act*, subject to certain exceptions and exemptions.

The personal information collected for International Experience Canada appears in the Personal Information Bank (PIB) FAI PPU 901 for Foreign Affairs and International Trade Canada, and in PIB CIC PPU 051 for Citizenship and Immigration Canada, both of which are described at the following website: www.infosource.gc.ca.



6. APPLICANT DECLARATIONS:

Please read the following declarations carefully, and place an “X” in the box when you have completed the associated task:

I will procure and retain comprehensive travel medical insurance which will cover my period of travel in Canada. I acknowledge that I am fully responsible for covering any medical expenses I may incur during my stay in Canada as a result of injury or illness. I acknowledge that if I choose to cancel my medical insurance at any time during my stay in Canada I will no longer be eligible to participate in the IEC, and neither the Government of Canada nor the provincial government in the Canadian province in which I am travelling can be held accountable for my medical fees and expenses.

I acknowledge that my dependent(s) (i.e. wife/husband, child/children) can NOT accompany me to Canada under this program. My dependent(s) must submit a separate application to enter Canada; for example, as an IEC participant, visitor, student or worker.

I acknowledge that if I am accepted as a participant in the IEC and am issued a Letter of Introduction, but do not participate in the IEC during the period in which the letter is valid, it will still count as a participation.

I intend to leave Canada before the expiry of my biometric passport or before the expiry of my Work Permit, whichever comes first. Unless required to do so for a VISA application, **I am not including my actual passport with my application.**

I will enter Canada with a return or departure ticket or with sufficient funds to purchase a return ticket at the beginning of my stay in Canada.

I have added the email address poland.youth18-35@international.gc.ca to my safe senders list so that I will be sure to receive my Letter of Introduction if my application is successful.

I have attached a certificate of clean criminal record, which may be required with my application. I have checked the following website to ensure my application is compliant: <http://www.cic.gc.ca/english/information/security/police-cert/index.asp>.

I possess sufficient funds to cover my living expenses (room & board, etc.) as per the requirements of the IEC category that I am applying to.

I acknowledge that it is the policy of International Experience Canada to discuss my application only with me, and that at no time will the follow-up to my file be discussed with a third party (e.g. : parents, lawyers, consultants, travel company, etc.). I acknowledge that I must submit my application. I also know, however, that it is possible for a third party to help me fill in my IEC application form before I submit it. I acknowledge that even if I receive advice from a third party, I am responsible for all of the information contained in my application form.

I have read and understood the necessary information on the International Experience Canada mission website, at: www.poland.gc.ca so that I am knowledgeable of the implications of my application.



I solemnly swear that I have completed the IEC Application and Declarations form accurately and truthfully to the best of my knowledge, and I have not falsely represented myself in any way. I acknowledge that if I have knowingly falsely represented myself, my application package will not be accepted, and I will not be reimbursed the participation fee that I have paid to the IEC.

I have completed all sections of the IEC Application and Declarations form carefully and provided a personal signature in all of the required spaces, and my signature matches the signature on my passport.

I have attached a clear photocopy of the photo page of my biometric passport to show that it will remain valid for the period of time for my application to be processed and the following 24 months plus one day.

I have attached two 3 passport-sized photographs of myself taken within the last six months as per the requirements set out by the Department of Citizenship and Immigration Canada (specifications at <http://www.cic.gc.ca/english/pdf/photospecs-e.pdf>). I have provided a signature on the back of each of the photographs.

Signature of Applicant: _____

Date: _____
(DD / MM / YYYY)