



**There are staff in this office who are strongly sensitive to scented products. We would greatly appreciate if you do not wear any perfumes, colognes or any other products that contain a fragrance on the day of your scheduled appointment.**

**Thank you.**

Dear:

This refers to your application for permanent residence from within Canada on humanitarian and compassionate grounds.

Humanitarian and compassionate factors were assessed for the purpose of determining whether to grant an exemption from certain legislative requirements to allow processing of your application for permanent residence from within Canada. On (insert date), a representative of the Minister of Citizenship and Immigration Canada **approved** your request for an exemption from these requirements for the purpose of processing this application.

**You must meet all other statutory requirements of the *Immigration and Refugee Protection Act* for which you are not exempted.** As your application is processed, separate decisions will be made about whether you meet these other requirements. If more information is required, you will be sent a letter and asked to provide a reply within 30 days from the date the letter is sent to you.

Please note that your application for permanent residence could be refused if:

- you and your family members do not meet all statutory requirements of the *Immigration and Refugee Protection Act*,
- you receive a letter asking for a reply within 30 days and you do not respond within that period;
- you fail to advise this office of any changes to your address. You may inform of changes by writing to this office at the address shown at the top of this letter, by contacting the CIC Call Centre or online at <http://www.cic.gc.ca>; or
- you are not self-supporting. Persons in receipt of social assistance or welfare benefits, either directly or indirectly, are defined in the *Immigration and Refugee Protection Act* as inadmissible persons.

If preliminary information indicates that you probably meet all statutory requirements of the *Immigration and Refugee Protection Act*, you will receive a letter asking you to attend an interview at the Canada Immigration Centre in your area. A final determination on your application for permanent residence will be made at this interview. **If you do not attend this interview, it could be interpreted as a lack of interest in permanent residence and your application could be refused.**

If you wish to work or study in Canada while awaiting finalization of your application, you must request and receive an employment or student authorization. You will need the application kit titled "Application to Change Conditions or Extend My Stay in Canada" which can be obtained by visiting our Web site at <http://www.cic.gc.ca> or by contacting the CIC Call Centre.

If your marital status or personal situation changes, please write to this office immediately or contact the CIC Call Centre.

Your exemption was granted, in part, due to the hardship you would face if you were not granted the requested exemption. **If you leave Canada, there is no guarantee that you will be re-admitted to continue with this application.**

**PLEASE NOTE:** You are a person who was determined to be a Convention refugee by the Refugee Division of the Immigration Refugee Board of Canada on (insert date). Because you did not submit your application for permanent residence as a Convention refugee within 180 days of (insert date), your application must be processed under the guidelines for humanitarian and compassionate cases.

You are not, however, required to pay the Right of Permanent Residence Fee.

If you require clarification, more information, wish to provide a change of address or other information, please write to us at the address at the top of this letter, visit the CIC Web site at <http://www.cic.gc.ca> or contact the CIC Call Centre:

Anywhere in Canada (toll-free)

1-888-242-2100

The client number in the upper right corner of this letter is your personal identification number and it provides access to information on your file. For your own protection, do not allow any other person to use this number.

Yours truly,

Citizenship and Immigration Officer  
Citizenship and Immigration Centre  
55 Bay St. N.  
HAMILTON, Ontario  
L8R 3P7