



## LEGAL STATUS CHANGE FORM

Last Name:

Student ID:

First Name:

**Please read the following carefully and complete all three sections:**

1. Under regulations issued by the Québec Ministry of Education, McGill is responsible for collecting documentary proof from students requesting a citizenship or immigration status change to their student file at McGill. You are therefore asked to sign this form and provide the supporting documentation under the appropriate category.

2. **Status change requests incorrectly or incompletely documented will not be processed.**

3. The deadline for the submission of status change requests is **the last day of classes in each session**; requests will only be processed for the semester in which they are received.

### **Section 1:**

#### **LEGAL STATUS CURRENTLY ON RECORD**

**Country of Citizenship:**

**Immigration Status in Canada - please select one category:**

☐ Permanent resident

☐ Student visa (holding a study permit)

☐ Diplomatic visa

☐ Other (specify): \_\_\_\_\_

### **Section 2:**

#### **LEGAL STATUS CHANGE REQUESTED**

***Please supply a copy of the document(s) applicable to your situation:***

**Country of Citizenship:** *If country of citizenship is CANADA, please supply a copy of your valid passport or citizenship card (both sides) - Please go to section 3*

**Immigration Status in Canada - please select one category:**

☐ Permanent resident - *valid passport AND IMM-5292 AND permanent resident card (both sides) AND CSQ (if you have one)*

☐ Student visa - *valid passport AND study permit AND CAQ (or proof that you are CAQ exempt)*

☐ Diplomatic visa - *valid passport AND diplomatic visa AND Canada Identity card (both sides)*

☐ Other (specify) a copy of appropriate document(s), for e.g. work permit: \_\_\_\_\_

### **Section 3:**

#### **DECLARATION**

I certify that the above information is true and correct, including my declaration of citizenship and immigration status, I understand that I must supply documentation to substantiate my claim. Further, I understand that misrepresentation of this data may result in the admission to, or registration in, the University being rescinded.

Student's Signature \_\_\_\_\_

Email: \_\_\_\_\_

Date:

Telephone #:

PLEASE DIRECT ALL QUERIES TO THE UNIVERSITY FEE ADMINISTRATOR at [feecoordinator.es@mcgill.ca](mailto:feecoordinator.es@mcgill.ca) or 514-398-5271.