

Guide for Skilled Worker Applicants With Family Support

New Brunswick Provincial Nominee Program

The *Guide for Skilled Worker Applicants with Family Support* explains how you may apply to the Skilled Worker Applicant category of the New Brunswick Provincial Nominee Program (NBNP).

Instructions for completing your application are included in this guide. Forms are available for download on our website at www.gnb.ca/immigration.

Program criteria may change without notice. Your application will be assessed according to the criteria in place at the time you are assigned an NBNP application number. Consult our web site to make sure you have the current version of this guide and application forms.

You are not required to use the services of an immigration representative. No priority or special consideration is given to applications prepared by an immigration representative.

If you or someone acting on your behalf directly or indirectly misrepresents or withholds material facts relating to your application for permanent residence in Canada your application will be refused. We routinely check with reliable sources to verify whether information provided and documents submitted are genuine.

This application guide is provided free of charge by the Government of New Brunswick and is not to be sold.

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Contact Information

Mailing Address for Correspondence and Submission of Immigration Documents:

Post-Secondary Education Training and Labour
Population Growth Division, Immigration Branch
New Brunswick Provincial Nominee Program
500 Beaverbrook Court, 5th Floor, Suite 500
P.O. Box 6000, Fredericton, New Brunswick, Canada E3B 5H1

Telephone 001 (506) 453-3981
Fax 001 (506) 444-6729
E-mail immigration@qnb.ca
Web site www.qnb.ca/immigration

Business Hours

Monday to Friday, 8:15AM – 4:30PM Atlantic Standard Time (AST)
Closed Saturday, Sunday and statutory holidays

The NBPNP does not respond to inquiries about your application status.

Introduction

The NBNP is a provincial immigration program made possible through an agreement with the Government of Canada. As an economic program, the NBNP selects, and nominates, qualified workers from around the world who will live in New Brunswick and contribute to the New Brunswick economy through full time ongoing employment.

Immigration Program Officers review applications based on eligibility requirements and selection factors. You must meet eligibility requirements. You should also be aware that meeting the eligibility requirements does not guarantee nomination. Priority will be given to Applicants who have the greatest potential to become economically established in New Brunswick. To determine if you meet the requirements of the Program, carefully review the information in this Guide before submitting your application.

Decisions on applications are final. There is no appeal process in the event you are refused. If you are unsuccessful, you may reapply two years from notice that your application has been refused, providing your situation changes substantially and you have new information to submit. You also have the option to apply to Citizenship and Immigration Canada (CIC) immigration programs with New Brunswick as your destination.

If you are nominated by the NBNP your application is forwarded to a CIC visa office for further evaluation and final decision on permanent resident status. Final decisions on permanent resident visas are the sole responsibility of CIC. You must meet all Canadian immigration regulations including a medical examination and security and criminal checks. You should not make final travel arrangements, dispose of property (personal or business), or give up your job until you receive a permanent resident visa.

A nomination certificate does not guarantee the issuance of a permanent resident visa by CIC. Your nomination may be withdrawn, by the NBNP, at any time prior to the issuance of a permanent resident visa. Reasons for which the NBNP may withdraw a nomination include, but are not limited to the following:

- The NBNP is no longer satisfied that you meet the requirements under which you were nominated.
- The NBNP being advised that information in your immigration application is false or misleading.
- You do not intend to reside in New Brunswick.

Applications are not accepted from Applicants or Supporters who:

- Have an application in process under another immigration program in Canada.
- Are not lawfully residing in their country of residence at the time an application is received at the NBNP Office. (Proof of lawful residence is required.)
- Have an unresolved humanitarian and compassionate claim in Canada.
- Are failed humanitarian and compassionate claimants living in Canada.
- Have an unresolved refugee claim in Canada.
- Are failed refugee claimants living in Canada.
- Are under a removal order in Canada.
- Are prohibited from entering Canada.
- Are temporary foreign workers with work permits.
- Are international graduates with work permits.
- Are engaged in full-time post secondary education.
- Are live-in caregivers.

If you are living in Canada during the NBNP application process it is your responsibility to maintain your legal immigration status.

If you have been refused under another provincial or federal immigration program you must advise the NBNP and provide copies of all relevant correspondence. The correspondence must include sufficient information to allow the Immigration Program officer to evaluate the reasons for your refusal. Failure to provide complete information will result in your refusal.

Eligibility Requirements - Applicant

As a Skilled Worker Applicant with family support:

You are a close relative of the Family Supporter. You, or your spouse or common-law partner, must be a non-dependent child, brother, sister, niece, nephew or grandchild of the Family Supporter.

You are between 22 and 50 years of age. Your age is assessed as of the day your application for permanent residence is received at the NBNP Office and you are assigned an NBNP file number.

You have sufficient English and, or French language ability to settle in New Brunswick and fulfill your job duties in your intended occupation. You must submit at least one of the following language test results:

- An International English Language Testing System General Training (IELTS) with a minimum score of 4.0
- Test d'Evaluation de Français (TEF) test results showing proficiency in compréhension écrite , compréhension orale, expression écrite or expression orale

The NBNP will accept language test results for two years from the time you took the test.

You have the education, qualifications and, or licenses needed to settle in New Brunswick and fulfill your job duties in your intended occupation. You will provide evidence that you have, at a minimum,

- You have received an academic degree awarded by a college or university, accredited by the relevant government authority, that required at least three years full-time study, or
- You have received a diploma, accredited by the relevant government authority, completed in a specific trade that required at least two years full-time study

You will live and work in New Brunswick. You will be employable in New Brunswick based on your training and experience related to your intended occupation, including any license or certification required in your country of residence. You must have a Settlement Plan approved by an Immigration Program Officer.

You have at least two years of continuous full-time work experience within the last five years, in your intended occupation in New Brunswick.

Your job is represented in one of the following National Occupation Classification (NOC) skill levels:

- Skill levels O, A, B
- Skill level C, Category 1, 3, 7, 8, 9
- Skill level D, Category 1, 3, 7, 8, 9

For more information visit: <http://www.workingincanada.gc.ca/newbrunswick-nouveaubrunswick/welcome-eng.do?lang=eng> and <http://www5.hrsdc.gc.ca/NOC/English/NOC/2006/html/Matrix.html>.

You will submit all required forms and supporting documents. If documents provided in support of Selection Factors are missing, incomplete or not able to be verified you will receive a “0” score for that selection factor. Immigration Program Officers have a right to request additional information at any time.

You have the funds to settle in New Brunswick. The Applicant must have a minimum of \$10,000 CAD and \$2,000 CAD for each accompanying family member.

Eligibility Requirements – Family Supporter

As the Supporter of the Skilled Worker Applicant:

You are a close relative of the Family Supporter. You, or your spouse or common-law partner may support a non-dependent child, brother, sister, niece, nephew or grandchild.

You are a Canadian citizen or permanent resident of Canada, residing full-time in New Brunswick

You have been operating a business in New Brunswick for at least 12 consecutive months as of the date the Applicant's immigration application was received at the NBPNP Office and was assigned an NBPNP application number.

Or, have been working in New Brunswick for at least 12 consecutive months as of the date the Applicant's immigration application was received at the NBPNP Office and was assigned an NBPNP application number. Your job is represented in one of the following National Occupation Classification (NOC) skill levels:

- Skill levels O, A, B
- Skill level C, Category 1, 3, 7, 8, 9

You are financially self-supporting. You must not have received financial support through the New Brunswick Social Assistance Program, federal Employment Insurance, or Resettlement Assistance Program within the last 12 months. You must not have declared bankruptcy.

You will participate in an interview with an official from the Population Growth Division. Only the Family Supporter will be permitted in the interview. Immigration representatives and interpreters are not permitted.

You will assist the Applicant with a Settlement Plan. Details are outlined in *NBPNP-005*.

You will support only one applicant at a time. The Applicant you are supporting must be economically established in New Brunswick before another eligible family member can submit an application to the NBPNP. An exception may be granted in the event a parent is supporting more than one eligible child at the same time.

As the Supporter of the Skilled Worker Applicant, you must not have:

- Sponsored a family member, in the past, through the Citizenship and Immigration Canada Family Sponsorship Program and failed to comply with the Sponsorship Agreement
- Supported an Applicant, in the past, through the NBPNP where the family member is not living and working in New Brunswick
- Defaulted on a Court Order for alimony or child support
- Been charged or convicted of a violent crime and/or are in prison

Application Process

STEP #1 SUBMIT YOUR IMMIGRATION APPLICATION TO THE NBNPN

Include one **original** copy of the NBNPN forms and supporting documents; and one **original**, plus one **photocopy** of the CIC forms and supporting documents. Use the *Checklist for Skilled Workers with Family Support (NBNPN-DCSWF)* to ensure that you have the required forms and documents.

Documentation submitted with your application will not be returned. You should obtain multiple originals of any documentation submitted with your application (such as reference letters, police certificates) so you are prepared if you need to submit a new application. You must keep a copy of the completed forms and supporting documents.

The NBNPN may request additional information at any time during the application process to assess your application.

During the application process the Supporter will be contacted by an NBNPN Official with an interview time and date. Interviews are conducted at the Population Growth Division office located at 440 King Street, King Tower, Suite 420, Fredericton, New Brunswick.

STEP #2 THE NBNPN WILL PROVIDE WRITTEN NOTIFICATION OF THE NOMINATION DECISION

NBNPN will provide written notification of the final decision. If nominated, the NBNPN will mail your application to the Centralized Intake Office in Sydney, Nova Scotia, Canada. Upon receiving favorable results, Citizenship and Immigration Canada will issue your permanent residence visa.

STEP #3 SETTLE IN NEW BRUNSWICK AND CONTACT THE NBNPN

Within 30 days of landing in Canada, you must notify the NBNPN of your address and telephone number in New Brunswick.

Fees

You must pay the CAD \$250.00 processing fee charged by NBNPN. The NBNPN processing fee is **non-refundable** whether your application is approved or not. Attach the processing fees to the *NBNPN Fee Payment for Skilled Worker Applicants (NBNPN-011SW)* and submit with your application for permanent residence. The form is available at www.qnb.ca/immigration.

You must pay the processing and right of permanent residence fees charged by CIC. The CIC processing fee is non-refundable whether your application is approved or not. You must submit the Fee Payment Form – Application for Permanent Residence (IMM5620). The form is available at: <http://www.cic.gc.ca/english/pdf/kits/forms/IMM5620E.pdf>

You and your family members must also pay for medical examinations, police clearances, fees associated with language testing and obtaining documents. Other fees may apply.

Immigration Representatives

You do not need to hire an immigration representative to help you with your application to the NBNP. If you follow the instructions on the application guide, you can complete the forms and submit them on your own. All the forms and information that you need to apply for permanent resident status are available for free on our website.

If you choose to hire an immigration representative your application will not be given special attention or receive faster processing. Using an immigration representative will not guarantee approval.

There are two types of immigration representatives: paid and unpaid. If you hire a representative he/she must be a member, in good standing, of one of the following designated bodies:

- Lawyers and paralegals who are members in good standing of a Canadian provincial or territorial law society;
- Notaries who are members in good standing of the Chambre des notaires du Québec; and,
- Immigration consultants who are members in good standing of the Immigration Consultants of Canada Regulatory Council.

If you hire an immigration representative who is not a member of one of the designated bodies listed above your application will be returned to you.

You may use unpaid representatives, such as family members, friends, non-governmental or religious organizations to act on your behalf.

If you wish to use the services of a representative you must complete the Use of a Representative (IMM 5476) form and include it with your application.

To protect your privacy, we will not share any of your personal information with your consultant, lawyer, and other representative unless you have named them in the Use of a Representative (IMM 5476) form.

Remember – even if you hire an immigration representative you are responsible for all the information in your application. If the information on your application is false or misleading, your application will be refused.

As of June 30, 2011, the Immigration Consultants of Canada Regulatory Council (ICCRC) is the regulator of immigration consultants. Immigration consultants in good standing with the Canadian Society of Immigration Consultants (CSIC) on June 30, 2011, can begin to register with the ICCRC.

For further more information, visit www.cic.gc.ca/english/information/protection/antifraud.asp