

Visa Information

Visas

Information for international invitees seeking entry into Canada

Immigration, Refugees and Citizenship Canada (IRCC) is sharing the following information for international invitees seeking entry into Canada to attend an event registered with IRCC.

Please refer to [IRCC website](#) to learn about a temporary resident visa (visitor visa) and the process to apply for one. Find out if you need a visa to travel to Canada [here](#).

Events registered with IRCC are issued a unique special event code to help track and monitor visa processing. Applicants **should** tag their applications with the event's special event code, which can be found in the letter of invitation provided by the event organizer. You will get the event code in your invitation letter.

Please note that TRV applications are considered on a case-by-case basis based on the information presented by the applicant. The onus is on the applicant to demonstrate they meet the requirements for a TRV. While a special event code has been assigned to your event, it does not offer any advantage to the applicant, in terms of a positive visa outcome. The applicant must meet all the [eligibility](#) criteria in order to receive a visa.

Application Types

Most foreign nationals need a temporary resident visa (TRV) or an Electronic Travel Authorization (eTA) to travel to Canada. To find out if you need a TRV or eTA to travel to Canada, see:

[Find out if you need a visa to travel to Canada.](#)

For more information about the TRV and eTA application processes, see: [Visit Canada](#).

Visa Application Guidelines

Step-by-Step Guide to Submitting a TRV Application

If you need a visa, apply online through the IRCC Secure Network.

- Apply for your visitor visa (IMM 5257) through your [IRCC secure account](#).

IMPORTANT: If you are attending an event hosted by the Government of Canada and qualify for fee exemptions, select **'No, I am exempt from paying fees for this application'** when asked if you are fee exempt. You will be prompted to upload proof of how you meet this exemption on the document upload page. The 'proof' you must upload is the **letter of invitation** and, if applicable, the accreditation pass or visa assistance letter received from your event organizer containing the special event code. You must still demonstrate you meet the requirements to obtain a visa and provide biometrics (if applicable), but you will not be charged any fees.

IMPORTANT: Tag your visa application (Form IMM 5257) with the special event code. In the **'Details of Visit to Canada'** section, select: **'Other.'** For question **'1a) Purpose of my visit,'** enter the [special event code](#) into the free text box in **'1b) Other'**.

- Give your fingerprints and photo ([biometrics](#)).
- Send your passport to IRCC through a [Visa Application Centre](#) (VAC) (if your application is approved). This may be done in person or through mail or courier. Note that

postal delivery may increase the time it takes to retrieve your passport.

Refer to the [guide](#) for information on how to complete your application (IMM 5257). For further assistance, see the [Help Centre](#) or complete the [web form](#). You are invited to submit a paper application **only** if you meet one of the following criteria:

- You cannot apply online because of a disability.
- You are traveling with an identity or travel document that was issued to a refugee, a stateless person, or a non-citizen.

Read the [instruction guide](#) for details on how to apply by paper.

Select your country/territory from the [drop-down menu](#) for instructions on how to prepare and submit your application to your local visa office.

Step-by-Step Guide to Submitting an eTA Application

If you need an eTA, apply on the official [Government of Canada website](#). Use the [online form](#) to apply for your eTA.

Pay the appropriate fee.

Receive an email from IRCC about your eTA application.

If there are any issues with your application, you will receive an email from IRCC requesting additional information. Refer to the guides in the [‘Help with the form or other eTA questions’](#) drop-down for information on how to complete your eTA application.

For further assistance, use the [eTA Help Guide](#), or see the [Help Centre](#).

Special Event Codes

Events registered with IRCC are issued a unique special event code to help track and monitor visa processing. Applicants should tag their applications with the event's special event code, which can be found in the letter of invitation provided by the event organizer. You will find the event code for the The 16th INS World Congress in your invitation letter

TRV applications are considered on a case-by-case basis based on the information presented by the applicant. The onus is on the applicant to demonstrate they meet the requirements for a TRV. While a special event code has been assigned to the event, it does not offer any advantage to the applicant in terms of a positive visa outcome. The applicant must meet all eligibility criteria to receive a visa.

Visa Processing Time

[Processing times for visa applications](#) vary depending on the visa office and the time of the year. Participants are encouraged to check [processing times](#) to find out how long it takes to process **most** applications. Each application is different and takes a different amount of time to process. We can give an estimate, based on the application **type**.

Once an individual has applied, they can check their application status by visiting: [Check your application status – Immigration and citizenship – Canada.ca](#)

Participants are encouraged to apply **as early as possible** ahead of their departure date to ensure they receive the visa in time for the start of the event.

Biometrics

Visa-exempt foreign nationals must have an [Electronic Travel Authorization](#) (eTA) to fly to or transit through Canada. [Exceptions](#) include U.S. citizens, and travelers with a valid Canadian visa. Individuals applying for a visitor visa,

study or work permit (except U.S. nationals), or permanent residence may need to give biometrics (fingerprints and a photo). If you need to provide biometrics, submit them as soon as possible once you receive your Biometrics Invitation Letter. You must give your biometrics before IRCC can start to process your application.

For information on whether or not you must provide biometrics, please refer to our [fast facts about Biometrics](#).

It is important that international invitees are familiar with the TRV and eTA application processes. Understanding the different processes will contribute to ensuring that invitees to events in Canada have a smooth application experience. Thank you for reading the abovementioned messages.

COVID-19 updates

Please refer to [IRCC's website for COVID-19 updates](#). And any [COVID-19 entry into Canada requirements](#).

[Citizenship and Immigration Canada](#)

Important Steps

- Register to the Congress to receive your confirmation and personal invitation letter
- Apply for your visa as early as possible.
- Ensure you have all required documentation before contacting your local Canadian Consulate or Embassy
- INS cannot intervene with the visa application process which is fully managed by Canadian Immigration services

Registration & Visa FAQ

Depending on your nationality, you may need to apply either for a visa or an Electronic Travel Authorization (eTA). In some cases a valid passport is sufficient. Please use the following link to determine the requirements that apply to you:

<https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/about-visitor-visa.html>

The following link will take you through a few questions to determine your need for a visa or another document to enter Canada:

<https://www.cic.gc.ca/english/visit/visas.asp>

Following your registration and payment to the Congress you will receive a personalized invitation letter from INS as part of the documents you must submit with your visa application.

It is recommended to apply at least 14 weeks before travel time. More detailed information can be found here:

<https://www.canada.ca/en/immigration-refugees-citizenship/services/application/check-processing-times.html>

In case your visa application is denied, there is no appeal process in place and INS cannot plead for a review of the application or intervene in any way. Please immediately contact the INS registration team to apply for a refund (full refund minus administrative fees). NB: INS will not refund any costs besides the registration fee.

If you applied too late and did not receive a visa in time, INS is unfortunately not in a position to provide any refund.