



GUIDE FOR SPONSORED PERSONS

FAMILY
CLASS

Information

Read this guide and the accompanying letter carefully. If you need more information, consult the Immigration-Québec web site.

www.immigration-quebec.gouv.qc.ca

*Immigration
et Communautés
culturelles*

Québec 

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This document does not constitute an interpretation of the wording of the Act and its Regulation. For specific information of a legal nature, consult the Act respecting immigration to Québec and the Regulation on the selection of foreign nationals.

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INTRODUCTION

A close relative in Québec wants to sponsor you? Read this guide carefully. It explains the scope of the immigration process that you and your sponsor are initiating. You will also find important information to help you prepare, starting immediately, for your arrival in Québec.

Your sponsor is making a formal commitment in sponsoring you. He signs a document that testifies to his or her obligations towards you. In exchange for this commitment, you have a moral obligation to do your utmost to integrate into Québec society. You are the sole person responsible for the success of your immigration plan.

1. DEFINITIONS

Read the following definitions carefully. They will help you in reading the guide and completing your forms correctly.

Sponsor

A person who, by contract with the government, undertakes to provide for the basic needs of the individuals who he or she sponsors

Spouse

A person at least 16 years of age, of the same or the opposite sex, who is married with the sponsor or the principal sponsored person.

Is not considered to be a spouse, the person who:

- at the time of marriage, was the spouse of another person;
- is the de facto spouse of another person while living apart from his or her spouse for at least one year.

De facto spouse

A person at least 16 years of age of the same or the opposite sex who has:

- been living maritally for at least one year with the sponsor or the principal sponsored person;
- had a marital relationship for at least one year with the sponsor or the principal sponsored person but who may not live with him or her because of persecution or penal control.

Conjugal partner

A person 16 years of age or over of the same or the opposite sex who has maintained with the sponsor a marital relationship for at least one year and who is living outside Canada.

Dependent child

The biological child of either parent, who has not been adopted by any person other than the spouse or de facto spouse of one of his or her parent; or the adopted child of either parent.

This child is:

- under 22 years old, and neither married (he or she is single, widowed, or divorced) nor a de facto spouse; or
- still substantially dependent on the financial support of a parent, and
 - is 22 years of age or older, is studying full-time*¹, and is neither married nor a de facto spouse; or
 - married or became a de facto spouse before the age of 22, and is a full-time student*; or
 - is 22 years of age or older, and has been unable to support himself or herself at least since his or her 22nd birthday, owing to a physical or mental disability.

This definition also extends to the child of a dependent child.

Family member

In relation to the sponsor and the principal sponsored person:

- a spouse or de facto spouse, who must be at least 16 years old;
- a dependent child and, if applicable, that child's dependent child.

2. WHO CAN BE SPONSORED?

To be sponsored, a close relative must belong to the family class category. That is to say that he or she must be:

- a spouse, de facto spouse or conjugal partner;
- a dependent child;
- a father, mother, grandfather or grandmother;
- an orphaned brother, sister, nephew, niece, grandson or granddaughter under 18 years of age and neither married nor a de facto spouse;
- a child to be adopted (international adoption).

The sponsorship undertaking covers this close relative and, if any, his or her accompanying family members.

¹ *In order to be considered a full-time student, the child must be enrolled on a continuous basis in a postsecondary institution that is accredited by the relevant government authorities; must be attending this institution; and must have been actively taking academic, professional, or vocational training courses there on a full-time basis and without interruption at least since his or her 22nd birthday, or since the date on which he or she married or became a de facto spouse.*

3. WHAT ARE MY SPONSOR'S RESPONSIBILITIES AND OBLIGATIONS?

RESPONSIBILITIES AND OBLIGATIONS TOWARDS THE GOVERNMENT

A sponsorship is a contractual commitment between your sponsor and the Québec government.

If you or an accompanying member of your family collects government aid in the form of last-resort assistance benefits (social assistance) or special benefits (e.g.: glasses, dental treatment, hearing aids), your sponsor can be required reimburse these amounts.

Your sponsor may also have to pay substantial accommodation costs if you stay in a public long-term care facility.

In short, your sponsor makes a commitment that you and your accompanying family members will not be a financial burden on the host society.

RESPONSIBILITIES AND OBLIGATIONS TOWARDS MYSELF

In sponsoring you, your sponsor undertakes to provide for your basic needs (food, clothing, personal necessities and housing costs) for **the entire duration** of the undertaking. Insofar as it is reasonable, you could be required to live under the same roof as your sponsor.

Your sponsor also has a duty to give you all the information necessary to facilitate your integration into Québec society.

4. WHAT ARE MY RESPONSIBILITIES?

You must keep your sponsor informed on how your basic needs are being met and notify him or her of any change of address.

You must also inform your sponsor of any steps taken with the intention of obtaining last-resort assistance benefits (social assistance).

You must do your utmost to integrate into Québec society.

5. WHAT IS THE DURATION OF THE UNDERTAKING?

Your sponsor is bound by his or her undertaking as soon as his or her application is approved. His or her obligations as sponsor take effect when you obtain permanent resident status².

Sponsored person	Duration of sponsorship	Remarks
Spouse, de facto spouse or conjugal partner	3 years	—
Child under 16 years of age	Minimum 10 years	The sponsorship undertaking has a duration of 10 years or until the child reaches legal age (18 years), whichever period is longer
Child aged 16 and older	Minimum 3 years	The sponsorship undertaking has a duration of 3 years or until the child reaches age 25 , whichever period is longer
Other relatives	10 years	—

6. WHAT STEPS ARE INVOLVED IN BEING SPONSORED?

Your sponsor is responsible for most steps involved in sponsoring you. However, certain steps are yours to take.

FILL OUT AN APPLICATION FOR A SELECTION CERTIFICATE

Complete and sign the *Application for a Selection Certificate – Family class*. Return it to your sponsor by mail as quickly as possible.

Useful advice

If you use the *Application for a Selection Certificate* form that your sponsor sent you, verify the information on the form and fill out the other sections.

You can also download this form from the *Forms* section of the Immigration-Québec web site (www.immigration-Québec.gouv.qc.ca). If you use the downloaded form, you must fill out all the fields.

² However, if you are admitted under a temporary resident permit, the sponsorship obligations take effect on the issue date of this permit if the residence application is presented in Québec, or else on the date of your arrival in Québec if the application is presented abroad.

Section 1 - Identification of the principal sponsored person

Make sure that the information about you which is already entered on the form is complete and accurate. If necessary, add any missing information or correct what is entered directly on your form and initial any corrections.

- **Family name after marriage**
Enter your married name if you use this name.
- **Other name that you use or by which you have been known (if any)**
It is possible that you use another name. If so, enter it here.
- **Mailing address**
Enter your residential address or the address to which we can send you mail (for example, if your mail is delivered to a post office box)

Section 2 - Identification of the principal sponsored person's family members

A- Members of the principal sponsored person's family who are accompanying that person to Québec

If they are not already entered on the form, enter all family members who will accompany you to Québec.

To find out whom to enter in this section of the form, refer to the definition of *Family member* in Section 1 (Definitions) of this guide.

B- Members of the principal sponsored person's family who are not accompanying that person to Québec

Enter the names of your family members even if they are not covered by the undertaking. These are family members who will remain abroad and will not accompany you.

For example, one of your dependent children will not accompany you to Québec. You must still enter his or her name in this section.

Section 3 - Identification of sponsor

If you use the downloaded form, complete this section.

Section 4 - Declaration of the principal sponsored person

If you are sponsored as a spouse, de facto spouse or conjugal partner, complete the section of the form that corresponds to your situation. Otherwise, go to Section 5.

Answer the questions by checking the appropriate boxes.

*A- If you are the sponsor's **spouse** (See the definition in Section 1 of this guide)*

You must answer the questions and check the appropriate boxes in this section. Do not fill out Sections B and C.

*B- If you are the sponsor's **de facto spouse** (See the definition in Section 1 of this guide)*

You must answer the questions and check the appropriate boxes in this section. Do not fill out Sections A and C.

*C- If you are the sponsor's **conjugal partner** (See the definition in Section 1 of this guide)*

You must answer the questions and check the appropriate boxes in this section. Do not fill out Sections A and B.

Section 5 - Protection of personal information

Read the information in this section carefully because you will have to declare that you read it.

Section 6 - Declaration of sponsored persons (signature required)

Read the information in this section carefully. Then sign the form in the space provided, enter the date and place of signing and return it to your sponsor.

Members of your family who are aged 18 and over and will accompany you must enter their name in block letters and also sign the form in the space provided.

7. WHAT STEPS COME NEXT?

EXAMINATION OF THE APPLICATION BY THE MICC

As soon as your sponsor receives your completed and signed *Application for a Selection Certificate – Family class*, he can send his sponsorship application and all required documents to the Ministère de l'Immigration et des Communautés culturelles (MICC). Any lateness on your part will automatically result in delays.

The MICC may verify or have a third party verify the accuracy of the information given in your application. It may refuse an application that contains false or misleading information or documents. It may also refuse to examine an Application for a Selection Certificate from a person who has given false or misleading information or documents within the past five years.

DECISION OF THE MICC

Two decisions may be made after your application is examined.

Undertaking approved

If the undertaking application is approved, your sponsor will receive a letter in the mail confirming its acceptance, a copy of the approved application and an envelope containing the Québec selection certificate that he or she must send to you.

The decision of the MICC will be sent directly to the CIC office that is handling your application for permanent resident status.

Undertaking refused

If your sponsor does not satisfy all applicable requirements, his or her undertaking application will be refused.

APPLICATION TO CIC FOR PERMANENT RESIDENCE

This step falls under the jurisdiction of the government of Canada. You must file an **Application for Permanent Residence** as a person sponsored in the family class with Citizenship and Immigration Canada (CIC).

You and your family members (accompanying you or not) must satisfy Canadian government requirements with respect to health, criminal activity and security in order to be granted permanent residence.

The Canadian government charges a fee to process an application for permanent residence. There is also a charge for medical exams.

Information

To learn more about the Sponsorship application in the family class and the Application for permanent residence as a sponsored person, consult the website of Citizenship and Immigration Canada (CIC): www.cic.gc.ca.

8. ONCE THE UNDERTAKING IS APPROVED, HOW CAN I PREPARE FOR INTEGRATION INTO QUÉBEC SOCIETY?

YOU ARE ABROAD

You will soon join your sponsor in Québec. Take advantage of the intervening period to prepare before leaving for Québec. Along with facilitating your integration into Québec society, this will save you time, energy and money.

Learning about Québec: Guide for my successful integration is a tool that suggests various steps that you can take while still abroad. Depending on your personal and family situation, it could be useful to:

- become familiar with Québec society, its foundations and values;
- learn your responsibilities and those of the host society;
- improve your knowledge of French, if necessary;
- learn about the Québec job market and how to look for a job;
- start procedures with a regulatory body for permission to practice a regulated trade or profession, if necessary;
- request a comparative evaluation for studies done outside Québec, if necessary;
- gather the documents that must be brought to Québec;
- find out about programs and services offered in Québec to new immigrants.

If you arrive at Pierre-Elliott-Trudeau airport in Montréal, do not hesitate to go to the Immigration-Québec reception counter after clearing customs. The counter is located in the international arrivals hall near the baggage claim area. If you do not arrive at the airport, contact the Immigration-Québec service in your region to make an appointment with an integration officer.

At this meeting, MICC officials will explain how to obtain key government services and give you a copy of ***Learning about Québec: Guide for my successful integration***, if you do not already have one, along with other documents containing useful information to ease your integration into Québec society.

YOU ARE ALREADY IN QUÉBEC

If your application for permanent residence is processed within Canada, you can benefit from certain government services even before obtaining permanent resident status. Consult the ***Learning about Québec*** guide for directions on how to:

- enroll in French courses given by partners of the MICC;
- obtain a Québec health insurance card from the Régie de l'assurance maladie du Québec (RAMQ).

INFORMATION ON THE QUÉBEC HEALTH INSURANCE PLAN

Access to the Québec Health Insurance Plan is governed by rules that, with some exceptions, provide for a three-month waiting period after registration before a person can benefit from the plan. Consequently, if you are accepted, we recommend that you register with the plan in your first days after arriving in Québec by contacting the Régie de l'assurance maladie du Québec. However, if your application for permanent residence is processed in Canada, it is to your advantage that you register as soon as you receive your selection certificate and the letter from Citizenship and Immigration Canada confirming that your application for permanent residence is being processed within Canada.

The Régie will determine if an exemption from the waiting period applies to you or anyone accompanying you. Be advised, however, that persons under age 18 in the family class are exempt. Moreover, the waiting period generally does not apply to immigrants from countries that have signed a social security agreement with Québec, including Denmark, Finland, France, Greece, Luxembourg, Norway, Portugal and Sweden. If necessary, proof of insurance from a social security plan of the country of origin will be required.

Individuals subject to the waiting period must pay for their own health services or else buy private insurance coverage.

Information

Québec Health Insurance Plan

Régie de l'assurance maladie du Québec

From abroad or from Montréal: 514 864-3411

From Québec City: 418 646-4636

From elsewhere in Québec (toll free): 1 800 561-9749

services.beneficiaires@ramq.gouv.qc.ca

www.ramq.gouv.qc.ca

Private insurance

Canadian Life and Health Insurance Association

Montréal: (514) 845-6173

CAC@clhia.ca

www.accap.ca