

INSTRUCTIONS

Important message

Rules have been adopted governing the intake and processing of applications for selection certificates submitted by candidates in the skilled worker subclass. Before completing your application, consult the website of the Ministère at <http://www.immigration-quebec.gouv.qc.ca/en/informations/rules-procedures.html>.

How to complete this form

Answer all questions accurately. If you run out of space, please use a separate sheet marked with the number of the question to which it refers.

Who is required to fill out this form

The principal applicant in the Skilled Worker subclass and the accompanying spouse or de facto spouse, if any, who are applying. A child who is not a dependent must fill out this form as a principal applicant (definitions on page 4).

Supporting documents and place of application submission

You must complete and attach the following items to your Application for Selection Certificate;

- The *Documents submitted in support of the Application for selection certificate* form (A-1520-AA) that you will find at the address: www.immigration-quebec.gouv.qc.ca/dcs-workers;
- The *Contract respecting financial self-sufficiency* (A-0522-OA) that you will find at the address www.immigration-quebec.gouv.qc.ca/caf-en;
- An attestation of a test score or a diploma recognized by the Ministère de l'Immigration, de la Diversité et de l'Inclusion (MIDI) confirming your knowledge of French and English. On knowledge of French and English, see question 16 on page 2 or consult the webpage www.immigration-quebec.gouv.qc.ca/languageknowledge;
- The *Power of attorney – Mandate* (A-0525-AA) form, if you want someone to represent you before the Ministère, that you will find at: www.immigration-quebec.gouv.qc.ca/mandate. See question 23 for information on the use of the services of a paid individual.

For more information on immigration to Québec, please consult the website of the Ministère at www.immigration-quebec.gouv.qc.ca/en. To access the pages of the office that covers your country, select your country of residence on the website of the Ministère.

Payment of fees

Fees must be paid when your application is submitted, otherwise, the file will be returned to you. To know the required fees, consult the webpage www.immigration-quebec.gouv.qc.ca/fees. A variety of payment methods are accepted by the Ministère. **They vary depending on your country of residence.**

Question 6: Offer of employment validated in Québec

If you have an offer of employment validated in Québec, you must ensure that your employer has had the offer approved by the Ministère. For more information, consult the webpage www.immigration-quebec.gouv.qc.ca/demande-emploi-permanent.

Question 7: Québec diploma or equivalent

Indicate whether you hold a Québec diploma or equivalent. See the definition of Diploma at www.immigration-quebec.gouv.qc.ca/quebec-diploma. For more information on a foreign diploma covered by a mutual recognition agreement (ARM), consult the site www.immigration-quebec.gouv.qc.ca/entente-france-quebec.

For information on regulated professions or trades in Québec, consult the site www.immigration-quebec.gouv.qc.ca/professions-trades.

Questions 8: Areas of training

To identify your area of training as shown on the List of areas of training, consult the Web page www.immigration-quebec.gouv.qc.ca/areas-training. Your training will be evaluated at the time of processing your application. The Ministère may change the List of areas of training and the criteria for evaluating training at any time.

Question 12: Education

Indicate the name of the diploma or, failing that, the certificate of the last school year successfully completed. The document must be issued by the official education authorities of the country where it was delivered. If you are studying in Quebec towards a diploma granted by a legally authorized Quebec institution, give the name of the diploma and the expected completion date of these studies.

Question 13: Work experience

Indicate full-time or part-time work experience acquired through remunerated employment over the past five years, including military service and jobs held within the framework of youth exchange program (ex.: Working Holiday Program). Indicate full-time or part-time remunerated or non-remunerated work terms completed over the past five years during apprenticeship, training or specialization that led to a diploma.

Questions 15.1 and 15.2: Knowledge of French and English

Your language knowledge will be assessed solely on the basis of recognized diplomas or certified attestations of test results. To assess your knowledge of oral French (principal applicant and spouse), in written French (principal applicant only) and of English (principal applicant only), enclose an attestation of a test score or diploma recognized by the Ministère. **If you do not submit an attestation of test results or diploma for French and English knowledge, no points will be awarded under this evaluation criteria.** For more information, consult the Web page www.immigration-quebec.gouv.qc.ca/languageknowledge.

If you do not submit an attestation of test results or a recognized diploma, you must so indicate by checking the appropriate box. The results must be less than two years old before the application is presented.

Remarks:

- For knowledge of **French**, the tests and diplomas recognized by the Ministère are the following: the Test de connaissance du français pour le Québec (TCFQ – French fluency test for Québec), the Test de connaissance du français (TCF), the Diplôme d'études en langue française (DELFF), the Diplôme approfondi de langue française (DALF) – all of which are administered by the Centre international d'études pédagogiques – or the Test d'évaluation du français adapté pour le Québec (TEFaQ – French evaluation test adapted for Québec), the Test d'évaluation du français (TEF) and the Test d'évaluation du français pour le Canada (TEF Canada) from the Chambre de commerce et d'industrie de Paris-Île de France (Paris Chamber of Commerce).
- These tests and these diplomas evaluate oral comprehension, written comprehension, oral production and written production. Points on the selection grid are awarded according to the results indicated on the attestations of standardized test results or, if applicable, on the reverse side of the DELF or DALF diploma. If you do not submit an attestation of test results or a diploma for one of these knowledge in oral French or in written French, no points will be awarded under this evaluation criteria.
- Only supporting documentation issued by organizations that offer these tests (Centre international d'études pédagogiques, Chambre de commerce et d'industrie de Paris-Île de France) are recognized by the Ministère. The results must date from less than two years from the date of submission of the application.
- If you choose the TCF or the TEF, you must provide the results for the mandatory tests (oral comprehension and written comprehension) and the results for optional test (oral expression and written expression).

- For knowledge of **English**, you must enclose with your application the test results from the International English Language Testing System (IELTS): oral and written comprehension and production (principal applicant only).

You can learn what centres give these tests from the following links:

- TCFQ, TCF, DELF and DALF tests: www.ciep.fr/tcf_quebec/index.php and www.ciep.fr/delfdalf/annuaire_centres.php
- TEFaQ, TEF and TEF Canada tests: www.francais.cqip.fr/tefaq-et-e-tefaq and www.francais.cqip.fr/tef
- IELTS test: www.ielts.org

Question 21: Preliminary Evaluation for Immigration (PEI)

The Preliminary Evaluation for Immigration enables you to obtain online a free summary evaluation of your chances of being selected by Québec. Note that this **does not, however, lead to a formal decision**, but rather provides you with a positive or negative opinion regarding your candidacy. You can do this evaluation starting on the webpage www.immigration-quebec.gouv.qc.ca/pei.

Question 22: Use of the services of a paid individual

The forms and instructions were designed to enable persons wishing to immigrate to Québec to fill out the forms without help. It is therefore not necessary to use the services of a paid individual to handle your immigration process.

The Ministère de l'Immigration, de la Diversité et de l'Inclusion (MIDI) does not give priority or special treatment to applications from individuals who retain the services of a paid individual. All applications are treated equally.

If you decide to retain the services of a paid individual, be advised that the Ministère, to better protect applicants against dubious or illegal practices, deals only with:

- members in good standing of the Barreau du Québec or the Chambre des notaires du Québec;
- persons with a special authorization issued by the above organizations;
- immigration consultants recognized by the Ministère de l'Immigration, de la Diversité et de l'Inclusion (MIDI) and entered in the ***Registre québécois des consultants en immigration***.

To find out if an immigration consultant is recognized by the Ministère, consult the Register at www.midi.gouv.qc.ca/consultant.

If you use the services of an immigration consultant to advise you, help you or represent you in the framework of this application, you must notify the Ministère and identify this person. **Do not forget to give your personal residence address (including your telephone number and your e-mail address) along with that of the person who advises you, assists you or represents you.**

Power of attorney: if you want someone to represent you in your dealings with the Ministère, you must send an original power of attorney, signed by you and this person, to the office responsible for handling your application.

Photographs section

The principal applicant must enclose photographs of himself, his accompanying spouse or de facto spouse and their accompanying dependent children. If the spouse or de facto spouse is filling out the form, he or she needs only to attach his own photograph.

Common values of Québec society section

Québec welcomes immigrants with their know-how, skills, language, culture and religion. Québec provides services to help them integrate and participate fully in Québec society. Integrating in Québec society means being prepared to learn about and to respect its common values. For more information on the common values of Québec society, consult the website www.immigration-quebec.gouv.qc.ca/common-values.

Declarations section

Carefully read this section before signing the form. Whether or not you retain the services of a third party in order to prepare your file, you are personally responsible for the information contained in the form, the appendices and the supporting documents submitted with your application. Make sure that the information provided is complete and accurate. Providing false or misleading information can have serious consequences with regard to your immigration application and that of the family members accompanying you.

Signatures

It is very important to sign the form in the places indicated. Otherwise, the file will be returned to you.

- Common values of Québec society (page 7): This section must be signed by the applicant and by any accompanying dependent children aged 18 or older.
- Declaration (page 8): This section must be signed by the principal applicant or the accompanying spouse or de facto spouse, if any.
- Declaration by spouse or de facto spouse (page 9): This section must be signed by the principal applicant and his or her spouse or the de facto spouse if the principal applicant is currently married or has a de facto spouse.

DEFINITIONS

Family member

- 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.

Spouse

A married person who is at least 16 years of age, and who:

- was not the spouse of any other person on the marriage date;
- is not de facto spouse of any other person while living apart from his spouse for at least one year.

De facto spouse

A person who is at least 16 years old and who:

- has been cohabiting for at least one year with an opposite-sex or same-sex partner who is at least 16 years of age; or
- has had a conjugal relationship for at least one year with such a person but, since the person is being persecuted or the object of a certain form of penal control, cannot live with that person.

Dependent child

The biological offspring of either parent, who has not been adopted by any person other than their parent's spouse or de facto spouse; or the adopted child of either parent.

One of the following situations applies to this child:

- he/she is under 19 years of age, and is neither married (he/she is single, widowed, or divorced) nor a de facto spouse; or
- he/she is still substantially dependent on the financial support of one or the other parent, and is 19 years of age or over and, at least since his/her 19th birthday, has been unable to support himself/herself owing to a physical or mental disability.

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

Skilled worker

Foreign national coming to settle in Quebec to hold employment he is likely able to hold.

I apply as:

- Principal Applicant
 Accompanying spouse
or de facto spouse

Date order received

Reserved for Administration
Individual Reference No: _____
File No: _____

1. Informations on the identity

Family name at birth _____ First name _____

Family name after marriage (if applicable) _____ Sex F M

Other names that you have used or by which you are known _____ Passport or identity card number _____

Date of birth Year _____ Month _____ Day _____ Place of birth City _____ Province / Region _____ Country _____ Citizenship _____

2. Present marital status (notify us as soon as possible if your status changes; for the definition of *de facto spouse*, see instructions)

- Single Married De facto spouse Separated Divorced Marriage annulled Widowed
- Have you been married more than once? Yes No

3. Residence address

Number _____ Street _____ Apartment _____ City _____ Province / Region _____ Postal code _____ Country _____

Telephone no. Home _____ Telephone no. Work _____ E-mail address _____

Mailing address, if different (give the name of the person living here if this address is not directly related to you)
Number _____ Street _____ Apartment _____ City _____ Province / Region _____ Postal code _____ Country _____

Telephone no. _____ E-mail address _____ Name of the person _____ Your link to this person _____

4. Family members who may or may not be accompanying you in Québec. It is imperative that the principal applicant declare all the members of his family. (for the definition of *family member, spouse, de facto spouse* and *dependent child*, see instructions)

Family name at birth	First name	Relationship	Date of birth			Place and country of birth	Accompanying you	
			Year	Month	Day		Yes	No
			_____	_____	_____		<input type="checkbox"/>	<input type="checkbox"/>
			_____	_____	_____		<input type="checkbox"/>	<input type="checkbox"/>
			_____	_____	_____		<input type="checkbox"/>	<input type="checkbox"/>
			_____	_____	_____		<input type="checkbox"/>	<input type="checkbox"/>
			_____	_____	_____		<input type="checkbox"/>	<input type="checkbox"/>

5. Name and address of your dependent children (give the address if different from your residence address)

Name	Address	Country	Telephone number

6. Do you have an offer of employment in Quebec validated by the Ministère de l'Immigration, de la Diversité et de l'Inclusion du Québec? (see the instructions)

YES NO

If yes, indicate the title of the employment along with the employer's name and complete address:

7. Are you in Québec as a temporary resident?

YES NO (If yes, answer the following questions. If no, go to question 8)

a) Reason of your stay in Québec? (check the appropriate box)

Work Studies Working Holiday Visa Tourism
 Accompanying spouse Other (specify) _____

b) Have you ever been a Canadian Citizen? Yes No

c) Are studies the principal reason of your stay in Québec? Yes No

If yes, indicate level of studies:

Secondary: general vocational, duration: _____ hours
College: DCS general DCS technical Attestation of College Studies (ACS), duration: _____ hours
University: certificate Bachelor's degree Graduate studies (Advanced Diploma, Master's or Ph.D)

Other program (specify): _____ duration: _____ hours

Start date of program:

Year	Month	Day

 End date of program:

Year	Month	Day

d) Are you currently working in Québec? Yes No If yes: Full time Part time

8. Give the title and code of your area of training, for which you received a diploma, as it appears in the List of areas of training: (see the instructions)

Title	Code						
Date the diploma was obtained: <table border="1"><tr><td> </td><td> </td><td> </td></tr><tr><td>Year</td><td>Month</td><td>Day</td></tr></table>				Year	Month	Day	
Year	Month	Day					

9. Are you the holder of one or several of the following diplomas (check the appropriate boxes: see instructions)

Québec diploma YES NO
Canadian diploma YES NO
Diploma or training recognized as equivalent by a Québec regulatory body (with the exception of a diploma in medicine) YES NO
Foreign diploma covered by a mutual recognition agreement (ARM) YES NO
Do you hold an authorization to practice issued by a Québec body that regulates a trade or profession? YES NO

10. Have you ever applied:

For a temporary stay in Canada?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Province _____	Date _____	
			<input type="checkbox"/> Accepted	<input type="checkbox"/> Denied	<input type="checkbox"/> Waiting for a decision
For permanent immigration to Québec?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Accepted	<input type="checkbox"/> Denied	<input type="checkbox"/> Waiting for a decision
			Under which program?		
			<input type="checkbox"/> Regular program	<input type="checkbox"/> PEQ	<input type="checkbox"/> Other _____
For permanent residence in Canada (except Québec)?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Province _____	Date _____	
			<input type="checkbox"/> Accepted	<input type="checkbox"/> Denied	<input type="checkbox"/> Waiting for a decision
For refugee status in Canada?	<input type="checkbox"/> No	<input type="checkbox"/> Yes	Province _____	Date _____	
			<input type="checkbox"/> Accepted	<input type="checkbox"/> Denied	<input type="checkbox"/> Waiting for a decision

11. List every place where you have lived in the past 10 years (use a separate sheet if necessary)

Length of time				City (number and street)	Province / Region	Country
From Year	Month	To Year	Month			

12. Education, excluding elementary school (start with your most recent diploma, see instructions)

	From		To		Name of institution / Country	Name of diploma obtained (see instructions)
	Year	Month	Year	Month		
1						
2						
3						
4						
5						
6						

	Year diploma obtained	Specialization	Primary language of instruction
1			
2			
3			
4			
5			
6			

13. Employment during the past 5 years (start with your most recent job; use a separate sheet if necessary) (see instructions)

Expe- rience	From			To			Name of company including your own and country where it is located (enter full name – no abbreviations)
	Year	Month	Day	Year	Month	Day	
1							
2							
3							
4							
5							
6							

Expe- rience	Job title	Hours worked per week	Primary language of work
1			
2			
3			
4			
5			
6			

13.1 Principal tasks you performed (starting with the last job; use a separate sheet if necessary)

Expe- rience	Job title	Tasks performed as part of your duties
1		— — —
2		— — —
3		— — —
4		— — —
5		— — —
6		— — —

17. In which city or region of Québec do you plan to live?

18. Intended profession in Québec:

This profession is connected with or related to (check, where appropriate, one or two responses):

Your field of study Yes No

Your professional experience Yes No

19. Are you presently: a student employed unemployed other (specify) _____

20. How did you obtained information about immigrating to Québec? (check one or more answers)

Relatives or friends	<input type="checkbox"/>	Educational world	<input type="checkbox"/>	Advocate (lawyer) or immigration consultant	<input type="checkbox"/>	News stories	<input type="checkbox"/>
Information seminar given by the Québec government	<input type="checkbox"/>	Professional association	<input type="checkbox"/>	Embassy or Government of Canada	<input type="checkbox"/>	Advertising	<input type="checkbox"/>
	<input type="checkbox"/>	Web site, blog, or discussion group	<input type="checkbox"/>	Québec employers	<input type="checkbox"/>	Montréal International	<input type="checkbox"/>

21. Have you completed a Preliminary Evaluation for Immigration before filling out this application? (see instructions)

Yes No

22. Have you, in the framework of this application, retained the services of a paid individual to advise, assist or represent you? (see instructions)

Yes No

If Yes, is the person:

- a lawyer who is a member of the Barreau du Québec? Yes No
- a notary who is a member of the Chambre des notaires du Québec? Yes No
- a person holding a special authorization issued by the Barreau du Québec or the Chambre des notaires du Québec? Yes No
- an immigration consultant? Yes No
- another paid individual? Yes No

If the person is an immigration consultant or another paid individual, give:

Family name

First name

Registration number (as it appears in the *Registre québécois des consultants en immigration*).

To find the consultant's registration number, consult the register at www.midi.gouv.qc.ca/consultant

Photographs

Attach here a passport-sized photograph of yourself and accompanying family members (your spouse or de facto spouse, your dependent children or those of your spouse or de facto spouse, and any dependent child of those children).

DECLARATION ON THE COMMON VALUES OF QUÉBEC SOCIETY

Québec is a pluralist society that welcomes immigrants who come from the four corners of the earth with their know-how, skills, language, culture and religion.

Québec provides services to immigrants to help them integrate and participate fully and completely in Québec society in order to meet the challenges of a modern society such as economic prosperity, the survival of the French fact and openness to the world. In return, immigrants must adapt to their living environment.

All Quebecers, whether they are native-born or immigrants, have rights and responsibilities and can freely choose their lifestyle, opinions and religion; however, everyone must obey all laws no matter what their beliefs.

The Québec state and its institutions are secular; political and religious powers are separate.

All Quebecers enjoy rights and freedoms recognized by the *Charter of Human Rights and Freedoms* and other laws and have the responsibility of abiding by the values set forth in them.

COMMON VALUES

The principal values set forth in this Charter, which are the foundation of Québec society, are as follows:

- Québec is a free and democratic society.
- Political and religious powers are separate in Québec.
- Québec is a pluralist society.
- Québec society is based on the rule of law.
- Women and men have the same rights.
- The exercise of human rights and freedoms must respect the rights and freedoms of others and the general well-being.

Québec society is also governed by the *Charter of the French language*, which makes French the official language of Québec. Accordingly, French is the normal and usual language of work, instruction, communications, trade and business.

DECLARATION

UNDERSTANDING the scope and significance of the foregoing

and

AGREEING TO respect the common values of Quebec society,

I DECLARE that I wish to live in Québec within the framework of and abiding by its common values, and that I want to learn French, if I do not speak it already.

Signature of the applicant or signature of the spouse or de facto spouse

Date

Signature of the dependent child aged 18 or older

Date

Signature of the dependent child aged 18 or older

Date

Signature of the dependent child aged 18 or older

Date

Protection of personal information

The personal information appearing on this form, and in any documents that must be appended to it, is required for processing your application for a selection certificate and the application of the Act respecting immigration to Québec, the Regulation respecting the selection of foreign nationals, the Regulation respecting the immigration consultants and their administrative regulations. This information may also be used by the Minister for the purposes of studies, statistics, program evaluation or to convey to you any information that might affect your application.

Your personal information is confidential and may not be disclosed without your consent unless authorized by law. In particular, the law allows personal information to be communicated **without your consent** under certain conditions if such communication is necessary to:

- the application of an Act in Québec;
- the exercise of the rights and powers of an agency of the government of Québec or Canada, including federal immigration authorities;
- the purposes of a service to be provided to you by the Ministère or for performing a contract for services entrusted by the Ministère;
- prosecute an offence against an Act applicable in Québec, or because of the urgency of a situation.

Within the Ministère, access to this information is restricted to personnel who is qualified to receive personal information where such information is necessary for the discharge of his duties.

With the exception of optional sections, any refusal to answer a question or any omission may result in the rejection of your application or may delay its processing.

You may be informed about the information concerning you in the Ministère's possession and, if applicable, request in writing that this information be corrected. For more information, contact the office that is processing your application. If this office is unable to provide you with the information requested, contact the departmental officer responsible for the protection of personal information at the Secrétariat général, Ministère de l'Immigration, de la Diversité et de l'Inclusion at the following address: Édifice Gérald-Godin, 360, rue McGill, 4^e étage, Montréal (Québec) H2Y 2E9.

Declaration

I declare that the information contained in this application and appended documents, if any, is complete and accurate and I will notify the Ministère de l'Immigration, de la Diversité et de l'Inclusion of any change in answers given on this form within thirty (30) days of the change.

I acknowledge that I have read the notice on the protection of personal information in the section above.

I further acknowledge:

- that I may have difficulty finding a job in Québec that matches my education or experience and that labour market conditions could change before I arrive in Québec.
- that the principal applicant is responsible for covering the financial costs associated with settling himself and any family members.

I understand that the Ministère de l'Immigration, de la Diversité et de l'Inclusion may:

- confirm, or have a third party confirm, the accuracy of information provided, and that I am breaking the law and am liable to a penalty if I give the Minister, an inquiry officer or reviewer any information that I know or should know is false or misleading with respect to an application for a selection certificate.
- reject any application that contains false or misleading information or document.
- refuse to consider an application for a selection certificate from a person who has provided false or misleading information or documentation within the past five years relative to an application under the Act respecting immigration to Québec.
- cancel a selection certificate if the application contains false or misleading information or document, when the certificate was issued by mistake, or if the conditions required for the issue cease to exist.

In witness whereof, I have signed in _____
City and country

Year	Month	Day

Signature _____
Principal applicant or spouse or de facto spouse

DECLARATION BY SPOUSES

Declaration of the principal applicant

I _____, declare that I am the spouse
of _____.
First name and family name

Please indicate if the statements below correspond to your situation.

Yes No

At the time of my marriage to this person, I was married to another person. Year Month Day

I have a de facto spouse, and have been living separated and apart from my spouse since _____
Year Month Day

In witness whereof, I have signed in _____,
City and country Year Month Day

Signature of the principal applicant

Declaration of the spouse accompanying the principal applicant

I _____, declare that I am the spouse
of _____.
First name and family name

Please indicate if the statements below correspond to your situation.

Yes No

At the time of my marriage to this person, I was married to another person. Year Month Day

I have a de facto spouse, and have been living separated and apart from my spouse since _____
Year Month Day

In witness whereof, I have signed in _____,
City and country Year Month Day

Signature of the spouse accompanying the principal applicant

DECLARATION BY DE FACTO SPOUSES

Declaration of the principal applicant

I _____ declare that
First name and family name

Please indicate if the statements below correspond to your situation.

Yes No

I live conjugally with and cohabit with _____ since _____
First name and family name Year Month Day

I have a conjugal relationship with _____ since _____
First name and family name Year Month Day
but, being subject to persecution or penal control, we cannot live together.

In witness whereof, I have signed in _____,
City and country Year Month Day

Signature of the principal applicant

Declaration of de facto spouse accompanying the principal applicant

I _____ declare that
First name and family name

Please indicate if the statements below correspond to your situation.

Yes No

I live conjugally with and cohabit with _____ since _____
First name and family name Year Month Day

I have a conjugal relationship with _____ since _____
First name and family name Year Month Day
but, being subject to persecution or penal control, we cannot live together.

In witness whereof, I have signed in _____,
City and country Year Month Day

Signature of de facto spouse accompanying the principal applicant