

# QUÉBEC RESIDENT STATUS FORM FOR CANADIAN CITIZENS AND PERMANENT RESIDENTS OF CANADA

## FORM FOR COLLEGE STUDENTS

Permanent code assigned by the Ministère de l'Éducation, du Loisir et du Sport (MELS): \_\_\_\_\_

Last name: \_\_\_\_\_ First name: \_\_\_\_\_

### Introduction:

The rules that apply to the definition of Québec resident status are set by the Ministère de l'Éducation, du Loisir et du Sport (MELS). Educational institutions are responsible for applying the rules, informing students, invoicing them and collecting supporting documents.

Students are responsible for confirming their status and providing their educational institution with the required documents before the end of the current semester.

Important note to students: For all questions concerning your Québec resident status, please contact your educational institution. If your Québec resident status is confirmed before the end of the current semester, your additional tuition fees will be reimbursed for this semester.

### PART 1: LEGAL STATUS IN CANADA

- 1 Canadian citizen or Native person born in Québec  If you were born in Québec, you must provide your educational institution with a copy of your birth certificate (if you have not done so already) and you do not have to complete this form.
- 2 Canadian citizen or Native person born in Canada, but not in Québec  If you were born in Canada, but not in Québec, you must provide your educational institution with a copy of your birth certificate<sup>A</sup> (if you have not done so already) and complete Part 2 of this form.
- 3 Canadian citizen or Native person born outside of Canada  If you are a Canadian citizen who was born outside of Canada, you must provide your educational institution with a copy of your Canadian citizenship certificate<sup>A</sup> (if you have not done so already) and complete Part 2 of this form.
- 4 Permanent resident of Canada  If you have a Canadian permanent resident card or immigration form IMM-5292 or IMM-1000, you must provide your educational institution with a copy of the card or form (if you have not done so already) and complete Part 2 of this form.

A- Or your valid certificate of Indian status issued by the federal government or your valid Inuit status card issued by the Makivik Corporation

**If none of these situations applies to you, you must pay the additional tuition fees prescribed for foreign students.**

### PART 2: RESIDENCY IN QUÉBEC

To claim Québec resident status, you must demonstrate that one of the following situations applies to you. Please check off the appropriate situation and provide your educational institution with the required documents (see the list of these documents on the following page).

Situation	Documents required	Socrate (reserved for employees)
1 <input type="checkbox"/> You have a birth certificate that meets MELS criteria.	1	01
2 <input type="checkbox"/> Your Québec resident status has already been recognized by a Québec educational institution and you have demonstrated continuity of studies in a college, without interrupting your studies for more than two semesters (excluding the summer semester)	None <sup>A</sup>	30 81
3 <input type="checkbox"/> You have a Québec selection certificate (certificat de sélection du Québec-CSQ).	3	04
4 <input type="checkbox"/> One of your parents or your sponsor <sup>B</sup> has his or her main residence in Québec.	(5 or [7 and 8]) and (10 or 11)	61
5 <input type="checkbox"/> You resided in Québec for 12 months before the beginning of the semester and you were not studying full-time at a Québec educational institution during that 12-month period.	4 or (6 and 8)	63
6 <input type="checkbox"/> You are receiving financial assistance from Aide financière aux études du Québec or you are a former recipient and did not interrupt your studies for more than two semesters (not including the summer semester).	9	52
7 <input type="checkbox"/> At the time of registration or before the end of the semester, you had been residing in Québec for more than three months and you had not resided elsewhere in Canada for more than three months since your arrival in the country.	(4 or [6 and 8]) and 18	64
8 <input type="checkbox"/> Your spouse <sup>C</sup> is considered a Québec resident according to one of the situations falling under Part 2.	(13 or 14) and proof of your spouse's Québec resident status	65
9 <input type="checkbox"/> You are a member of a Native nation in Québec.	15 and 16 or (16 and 20)	53
10 <input type="checkbox"/> You have continued to reside in Québec even though your parents or sponsor <sup>B</sup> no longer reside here.	(4 or [6 and 8]) and 7 and (10 or 11)	62
11 <input type="checkbox"/> You were adopted by a person residing in Québec at the time of the adoption.	1 or 2	02
12 <input type="checkbox"/> Your two parents or sponsor <sup>B</sup> are deceased and one of your parents or your sponsor was residing in Québec at the time of the death.	(10 or 11) and 12	03
13 <input type="checkbox"/> Your Québec resident status has already been recognized by a Québec educational institution during the last five years and, during that period, you resided in Québec during three consecutive years.	4 or (6 and 8) or 19	69
14 <input type="checkbox"/> You are a student living in a foster home in Québec.	17	68

A- The educational institution will consult the MELS' information systems. B- Sponsor within the meaning of the Act respecting immigration to Québec. C- The definition of spouse according to the Act respecting financial assistance for education expenses (see Additional Explanations, point n)

# QUÉBEC RESIDENT STATUS FOR CANADIAN CITIZENS AND PERMANENT RESIDENTS OF CANADA

## DOCUMENTS REQUIRED

- 1 Québec birth certificate that meets MELS criteria
- 2 Valid adoption judgment
- 3 Québec selection certificate (certificat de sélection du Québec–CSQ), or immigration form IMM-1000 or IMM-5292 with CSQ number, or official letter from the Ministère de l'Immigration et des Communautés culturelles confirming the issue of a CSQ before permanent residency was obtained
- 4 Your Québec health insurance card that demonstrates the situation checked off in Part 2
- 5 Your parent's or sponsor's Québec health insurance card that demonstrates the situation checked off in Part 2
- 6 One of the following documents in your name, where the dates demonstrate the situation checked off in Part 2: municipal tax assessment, school tax assessment, mortgage statement, lease, or letter from the landlord and copy of the lease that establish residency
- 7 One of the following documents in your parent's or sponsor's name, where the dates demonstrate the situation checked off in Part 2: municipal tax assessment, school tax assessment, mortgage statement, lease, or letter from the landlord and copy of the lease that establish residency
- 8 Two extracts from different documents in the name of the person concerned attesting to the receipt of mail during the period in question at the address indicated on the lease or tax assessment. The following documents will be accepted: public service invoices, driver's licence, official correspondence from a municipal, provincial or federal government, official correspondence from a financial institution, official correspondence from an educational institution other than the institution to which you are submitting this form.
- 9 Proof of a student loan granted by Aide financière aux études du Québec and, if needed, transcripts that demonstrate the continuity of studies
- 10 Your birth certificate or official immigration document indicating the names of both parents
- 11 Immigration form IMM-5292 or IMM-1000 indicating the sponsor's name
- 12 Death certificate for your father and mother or your sponsor (at least one must be issued by the Directeur de l'état civil du Québec)
- 13 Marriage certificate or proof of civil union
- 14 Birth certificate for your child or your spouse's child and a sworn statement by you attesting to cohabitation
- 15 A valid certificate of Indian status issued by the federal government of Canada (if it has not already been submitted to the educational institution)
- 16 Your registry group (or band) officially recognized in Québec or letter from the band council confirming that you are a member of a Native nation in Québec or, for beneficiaries of the James Bay and Northern Québec Agreement, a card issued by the Grand Council of the Cree or a letter from the Makivik Corporation indicating your beneficiary number and confirming your settlement in Québec
- 17 Court order indicating the foster home
- 18 Document showing the date on which you obtained permanent residency (IMM-1000, IMM-5292 or other) as well as the file demonstrating that you have not resided elsewhere in Canada for more than three months since the date when you obtained permanent resident residency (proof to be established over the last 10 years at the most)
- 19 Proof of full time registration at least during 2 semesters per year (fall and winter) during the period in question
- 20 Valid Inuit status card or letter confirming Inuit status, issued by the Makivik Corporation

**N. B. The documents required will be used only to establish the student's Québec resident status.**

**Note: For additional explanation of the documents, consult the website: Québec Resident Status Form**