HOW TO APPLY FOR CANADA-UKRAINE AUTHORIZATION FOR EMERGENCY TRAVEL (CUAET)

Below is a Summary of Procedures on how to Apply for the Canada-Ukraine Authorization for Emergency Travel program.

Please note that this document is a summary of information that has been made available to the general public by the Government of Canada. The information and guidance provided in this document does not constitute legal advice and should not be relied on as such. If legal advice is required, please contact us about your specific matter.

NOTE: On March 18, 2022, the Government of Canada announced special measures to assist Ukrainian citizens and family members of Ukrainian citizens to come into Canada, including a fast-track program for temporary residence known as Canada-Ukraine Authorization for Emergency Travel aka 'CUAET'.

In order to travel to Canada, a citizen of Ukraine, or a family member of a Ukrainian citizen needs to either (1) have a valid Visa, or (2) apply for a Visa on the IRCC Portal (https://portal-portail.apps.cic.gc.ca/signin?lang=en).

The CUAET gives you a visitor visa to come to Canada temporarily, until it is safe to return to Ukraine. The visitor visa
- **is fee-exempt (NO IRCC FEES)**
- **is valid for 10 years or until your passport expires**
- **allows you to travel in and out of Canada, as long as your visa is valid**
- **will be processed on a priority basis**
- **gives you the option to apply for a fee-exempt work permit at the same time**

When you arrive at the border in Canada, you'll be given status as either a
- visitor
- worker, if you applied for the open work permit
- student, if you're under 18 and want to study in Canada

You can stay in Canada for up to 3 years at a time or until your passport expires. When your status in Canada is about to expire, you need to apply to extend your stay.

Please note that applying for CUAET not guarantee that the application will be approved. This is because an Immigration Officer will make a final decision based on the application.

1) **SUMMARY**

This guide provides instructions on the steps required to apply for CUAET.

Step One:
- Apply for CUAET online via the IRCC Portal and submit your application
  https://www.canada.ca/en/immigration-refugees-citizenship/services/immigrate-canada/ukraine-measures/portal-application-ukraine-cuaet.html

Step Two:
- The Government of Canada will request the Applicant to provide biometrics (fingerprint and photo) at a Visa Application Centre if the Applicant does not already have valid biometrics on file. Biometrics are valid for 10 years.

- Currently, the Visa Application Centres in Ukraine are closed. Given this, in order to finalize the application, the Applicant will either need to (1) submit a request for exemption of the biometric requirement required to be submitted in the CUAET application by uploading a request letter (attached at Appendix "A" hereto is a form of this request letter that can be used), or (2) travel to a Visa Application Centre from outside of Ukraine to complete the biometrics requirement. IRCC has confirmed that they will be deploying temporary stations accessible to applicants to complete this requirements.

Step Three:
- Lastly, before the CUAET application is approved, the Applicant will need to mail their passport to a Visa Application Centre in Ukraine or outside of Ukraine. The Applicant would need to travel to that location in order to pick up the passport with the Visitor Visa. We would recommend that all applicants phone/email the Visa Application Centre prior to travelling to confirm hours of operation and their ability to assist with this.

NOTE: If the Applicant is unable to travel to another country to submit biometrics or pick up their original passport with a visa stamp, it is still worth submitting an application as the Government of Canada may decide to make exemptions with respect to these requirements as the situation evolves. As of March 30, 2022, no such exemptions have been confirmed; however, this may be subject to change.
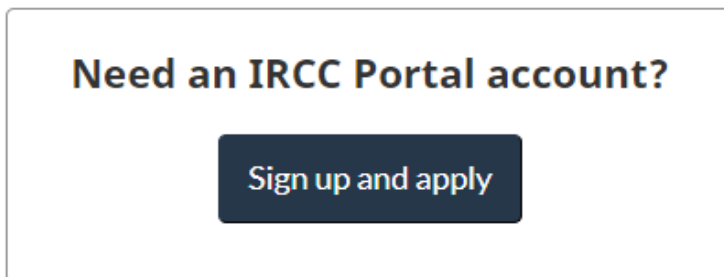
2) **OTHER TRAVEL CONSIDERATIONS RELATED TO COVID-19**

A citizen of Ukraine or a family member of a Ukrainian citizen to be allowed to board an airplane to travel to Canada, they are no longer required to be fully vaccinated for COVID-19. You must meet all other public health requirements, such as quarantine and pre-and post-arrival testing.

3) CUAET APPLICATION

Below are the steps to apply for the CUAET on the IRCC Portal. You will need to have access to a computer with internet access to complete the next steps.

1. **Website:** The website to apply for CUAET is as follows: https://www.canada.ca/en/immigration-refugees-citizenship/services/immigrate-canada/ukraine-measures/portal-application-ukraine-cuaet.html

    You will need to sign up for an IRCC Portal account. Please remember the email address and password you use to create the IRCC Portal account because you will need this information to log into the IRCC Portal.
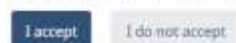

2. **Terms and Conditions**: After you have signed into the IRCC Portal, you will need to accept the terms and conditions by clicking "**I accept**".

3. **Select the type of application you want to apply for**: You will select "**Apply for a visitor visa, transit visa or a study permit**." You will have up to 60 days to complete and to submit the Visitor Visa application online.

Start an application   Citizenship

Apply for a visitor visa, transit visa or a study permit

Download Citizenship e-Certificate

View the applications you submitted

Review, check the status, or read messages about your submitted application.

No data available in table

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4. **Acknowledgement**: You will need to acknowledge that you meet the below requirements by checking the "**acknowledgement box**" before you can start completing the application.

- your passport or other valid travel document

- Pay your fees
- Submit your application
   ○ You have **60 days** (from when you start your application) to submit a complete application.
   ○ After 60 days, the system deletes your information.

☐ I acknowledge that I've read and I understand the above information. I'm ready to start my application.

5. **Group**: If you wish to apply for visa for more than 1 person at the same time, then select "**yes**".

Groups

* **Do you want to apply for more than 1 person at the same time?** (required)
For example, you want to submit an application for yourself, plus your spouse and children who will travel with you or join you later during your stay in Canada.
○ Yes   ○ No

6. **Application for CUAET**:

(a) **Question**: I want to apply for a :

Answer: You will select you want to apply for a **Canada-Ukraine Authorization for Emergency Travel**

Application for a visitor visa or study permit

* I want to apply for a: (required)

○ study permit

○ transit visa or support for Afghan nationals outside Canada

◉ Canada-Ukraine authorization for emergency travel (CUAET)

○ visitor visa or supervisa

○ not sure

* Are you a Ukrainian national or an immediate family member? (required)

An immediate family member is defined as a spouse or common-law partner, a dependent child (yours, your spouse's or your common-law partner's), or a dependent child of a dependent child.

◉ I am a Ukrainian national who holds a valid Ukrainian passport

○ I am an immediate family member of a Ukrainian national

* Do you want to work while you're in Canada? (required)

You may be eligible to apply for an open work permit if you meet the age requirement to work in the province or territory where you will live. An open work permit is a type of work permit that allows a person to work for most employers in Canada. Applying for an open work permit is optional and will not impact the decision made on your application for an authorization for emergency travel.

◉ Yes   ○ No

> **ℹ** **Answering "Yes" means that you are also applying for a work permit and understand that your application for an authorization for emergency travel is also an application for a work permit.**

☑ I agree that my signature on my application for an authorization for emergency travel constitutes my signature on my open work permit application, and that it also constitutes my declaration that the information I have provided on this application is truthful, complete, and correct.

UCI (unique client identifier), if known (optional)

[   ]

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(b) Review the list of documents you need to complete the application and hit continue.

📄 Documents you need to complete the application

- A valid passport or travel document
  - You must have at least 1 free page where we can stick your visitor visa.
- Proof of relationship with your immediate family member (only for an immediate family member applying for the CUAET)

Documents that show your relationship to that family member

Examples of documents include

- a marriage certificate or proof of common-law status (documents showing a shared address)
- a birth certificate
- other documents that show an immediate family connection, for example
  - correspondence from us showing a spousal sponsorship application in progress
  - documents that show a shared home address

Note: The documents above are examples only. An officer may request or accept other documents, as needed.

You may need other documents depending on how you answer the questions in the application.

🖱 Information you need to enter

- Personal details
- Travel document or identity document details
- Education history
- Criminality and security
- Medical background
- Family information

You may need to give us more information depending on how you answer the questions in the application.

← Back   Continue to application →

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(c) Question: Representative. Select no if you are doing this yourself and hit continue.

(d) Question: Enter travel document details of the principal applicant and hit continue.

Accepted travel documents are:
- o Valid Ukrainian passport
- o Certificate of Identification (photo ID)
- o Refugee Travel Document
- o Other (you will need to explain the document and details for IRCC verification)

(e) Question: Citizenship and places where the Principal Applicant has lived.

Exit transaction | Sign out

Purpose | Personal details | Application | Activities | Security questions | Medical history | Family information | Conta...

Citizenship and places where the applicant has lived

* Country or territory where you were born **(required)**

* City or town where you were born **(required)**

* Are you a citizen of more than one country or territory ? **(required)**
○ Yes   ○ No

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(f) Question: Do you have a valid national ID?
　　Answer: Yes or No.

(g) Question: Have you used another name in the past?
　　Answer: Yes or No.

(h) Question: Contact information of the applicant

Answer: Enter your contact information. Make sure that your mailing address reflects where you are NOW and can safely receive mail (if required).

(i) Question: Do we already have your fingerprints and photo (biometrics), and are they still valid? **(required)**
Answer: Yes or No

Answer yes only if you:
- gave your biometrics in the past 10 years for a visitor visa, study or work permit application, and
- know your biometrics are still valid.

(j) Question: Activities - Information about education, work and other activities including travel history.

Answer: Enter your education and employment history as accurately as you can. Give details of all of your employment or activities since the age of 18. You cannot have any gap. If you were unemployed, then state "unemployment".

Post-secondary education history

* Have you ever studied at a post-secondary school (university, college or vocational school)? You don't need to have completed a degree or diploma. (required)
○ Yes ⦿ No

Work/activities history

Military/police history

* Did you serve in any military, militia, civil defence unit, security organization or police force (including non-obligatory service, reserve or voluntary units)? (required)
○ Yes ⦿ No

* Give details of all your employment and activities since the age of 18. (required)

Do not include any entries that you already put for post-secondary education or military/police history (if that was your only occupation at that time). For all other periods of time, you need to enter an occupation or activity. Don't leave any other gaps.

⚠️ Select "Government position" if you've worked as a civil servant, judge, mayor, Member of Parliament, hospital administrator, or employee of a security organization.

[+ Add]

> You'll lose your information if you leave this page without saving.

(k) Question: Medical background question- Have you had a medical exam performed by an IRCC authorized panel physician (doctor) within the last 12 months? *See the acknowledgement.*
Answer: Yes or No.

Exit transaction   Sign out

Purpose | Personal details | Application | Activities | Security questions | Medical history | Family information | Conta

Medical background questions

* Have you had a medical exam performed by an IRCC authorized panel physician (doctor) within the last 12 months? (required)
○ Yes ⦿ No

☑ I acknowledge that the immigration medical examination that is required as part of this immigration application is being waived, and that a condition may be added to my temporary resident status upon arrival in Canada stating that I will need to obtain a chest x-ray (or suitable alternative) and blood test for the purposes of detecting reportable communicable disease within 90 days of my arrival. Immigration, Refugees and Citizenship Canada will use the results of the tests to ensure appropriate identification of reportable communicable diseases in order to mitigate risks to public health and safety, including by sharing the results with provinces and territories. I hereby consent to submit to these tests.

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(l) Question: Medical history

Make sure to answer these honestly and accurately.

(m) Question: Family Information
Answer questions about your marital status, children and step-children, parents.

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(n) Question: Language of the Applicant

You will answer the questions regarding your native language and confirm if you can communicate in English or French, then click "**Save and Continue**".

Language of the applicant

* What is your native language or mother tongue? (required)

[dropdown]

* Can you communicate in English and/or French? (required)
○ English
○ French
○ Both
○ Neither

* What language do you want us to use to contact you? (required)
☒ English
○ French

(o) Question: Email Address of Applicant

You will provide the email address that you want the Government of Canada to contact you regarding the Visitor Visa application, then click "**Save and Continue**".

NOTE: This email can be different from the email address you use to create the IRCC Portal.

Email address of applicant

* Email address (required)
Your email should have this format: name@example.com

[email field]

* Confirm your email address (required)
You can't copy and paste your email into this field. You must type it again.

[email field]

(p) Question: Review your answers and make changes, if needed.

Summary of your information

How to review and correct your answers

Select the Edit icon to change your answers
- For example, if you need to correct your passport number, click on the Edit icon in the Travel document section of the summary information.

If you change your answers, you may need to answer related questions again
- If so, you'll see empty fields for those questions.
- You won't be able to move to the next section until you answer the questions in the empty fields.

To return to the summary screen, you need to click on the Next button of each section

⇕ Expand all   ⤢ Collapse all

> Application for a visitor visa or study permit	✎ Edit
> Representative	✎ Edit
> Travel document information of the applicant	✎ Edit
> Travel document of the applicant	✎ Edit
> Citizenship and places where the applicant has lived	✎ Edit
> National identity document of the applicant	✎ Edit
> Names used in the past	✎ Edit
> Contact information of the applicant	✎ Edit
> Biometrics (fingerprints and photo) of the applicant	✎ Edit
> Children 16 years old and younger – parent or guardian information	✎ Edit
> Information about education, work and other activities	✎ Edit
> Medical background questions	✎ Edit
> Medical background questions- Tuberculosis	✎ Edit
> Medical background questions	✎ Edit
> Family information	✎ Edit
> Children	✎ Edit
> Tell us about your parents	✎ Edit
> Language of the applicant	✎ Edit
> Email address of applicant	✎ Edit

⇕ Expand all   ⤢ Collapse all

← Back   👥 Return to group table   Save and continue →

7. Upload documents to support your application.

Supporting documents

Status	Document name	Add or change file
Not uploaded	> Passport/travel document	No file chosen [Add file]

Optional documents

Status	Document name	Add or change file
Not uploaded	> Funds (proof)	No file chosen [Add file]
Not uploaded	> Consent personal information	No file chosen [Add file]
Not uploaded	> Additional documents	No file chosen [Add file]

[← Back]   [Return to group table]   [Save and continue →]

Supporting documents:

1. Travel document (MANDATORY)

A clear colour copy of your valid passport or travel document that you'll use to travel to Canada.

If you have a passport, you must provide a copy of
- the page that shows your birth date and country of origin, and
- any pages with stamps, visas or markings

If you have a travel document, it must be issued by a government and include your
- name
- date of birth
- document number
- citizenship or residency status
- photo, and
- expiry date (if applicable)

Optional Documents

1. Proof of funds:

How much money do you have for your stay in Canada? (In Canadian dollars). Even if you do not have savings or funds readily available to you, it is still worth including a letter stating how you will pay for

your air tickets to arrive in Canada and the plan you have for your stay in Canada.

If you have family or friends in Canada, then you may include a letter from this person including the following information. The letter must include the amount of money this person will be providing, plus proof that this person has sufficient funds. This can be one or more of the following:

- proof of a Canadian bank account in the name of the person providing you with money if funds have been transferred to Canada
- proof of a student/education loan from a financial institution
- bank statements for the past 4 months
- a bank draft in convertible currency
- proof of payment of tuition and accommodation fees
- a letter from the person or institution providing you with money
- proof of a student's education loan from a financial institution
- a letter from the person or institution providing you with money
- proof of funding paid from within Canada, if you have a scholarship or are in a Canadian-funded educational program

The person must also provide evidence of their relationship with you. Depending on the type of relationship, this could mean a copy of a marriage certificate, phone records, birth registration, family documents or photos.

2. Additional documents

Any additional documents or explanation that you think may assist the processing officer. Typical examples of additional documents may be your resume/CV, National ID (front and back), copy of an expired passport, ties to your home country – Ukraine (copies of deeds, asset ownership) etc. These are not mandatory, but rather optional documents that may assist an IRCC officer reviewing the application.

8. Consent and Privacy policy

Consent and declaration

Citizenship and Immigration Canada (CIC), or an organization at CIC's request, may want to contact you in the future to ask you about any services you received from CIC prior to the application process (such as participation in an information forum), during the application process (including the application process itself as well as orientation or accreditation services), and services received after arriving in Canada (including settlement, integration and citizenship). CIC will use this information, along with the information provided by other individuals, for research, performance measurement or evaluation purposes. CIC will not use this information to make any decisions about you personally.

* **Do you consent to be contacted by CIC, or an organization at CIC's request, in the future?** (required)
  ○ Yes   ○ No

I consent to the release to Citizenship and Immigration Canada (CIC) and Canada Border Services Agency (CBSA) of all records and information for the purpose of processing my request that any government authority, including police, judicial and state authorities in all countries in which I have lived may possess about me. This information will be used to evaluate my suitability for admission to Canada or to remain in Canada pursuant to Canadian legislation.

I declare that I have answered all questions in this application fully and truthfully.

Signature of Applicant or Parent/Legal Guardian's for a person under 18 years of age.

* **Surname/last name** (required)

[   ] 🔒

Given name/first name (optional)
Write your given name. If none, leave this field blank.

[   ] 🔒

PRIVACY NOTICE

Personal information provided on this form is collected and will be used, disclosed, and retained by Immigration, Refugees and Citizenship Canada (IRCC) under the authority of the Immigration and Refugee Protection Act (IRPA). The personal information provided will be used for the purpose of processing applications. The personal information provided may be disclosed to other federal government institutions and third parties including law enforcement bodies, provincial/territorial governments and/or foreign governments for the purpose of validating identity, eligibility and admissibility.

The personal information collected on an application, and other information collected in support of an application, may be used for computer analytics to support processing of applications and decision making, including your application. Personal information, including from computer analytics, may also be used for purposes including research, statistics, program and policy evaluation, internal audit, compliance, risk management, strategy development and reporting.

Where biometrics are provided in support of an application, the fingerprints collected will be stored and shared with the RCMP. The fingerprint record may also be disclosed to law enforcement agencies in Canada in accordance with subsection 13.11(1) of the Immigration and Refugee Protection Regulations. The information may be used to establish or verify the identity of a person in order to prevent, investigate, or prosecute an offence under any law of Canada or a Province. This information may also be used to establish or verify the identity of an individual whose identity cannot reasonably be otherwise established or verified because of physical or mental condition. Canada may also share immigration information related to biometric records with foreign governments with whom Canada has an agreement or arrangement.

Failure to complete the form in full may result in a delay or the application not being processed. The Privacy Act gives individuals the right of access to, protection, and correction of their personal information. Further details are available in Info Source. If you are not satisfied with the manner in which IRCC handles your personal information, you may exercise your right to file a complaint to the Office of the Privacy Commissioner of Canada. The collection, use, disclosure and retention of your personal information is further described in IRCC's personal information bank - IRCC PPU 068.

9. Submit the Application.

Remember that the IRCC has waived application and biometric fees.

10) WHAT TO DO AFTER YOU HAVE SUBMITTED YOUR APPLICATION

In order to request for urgent processing of your CUAET application, you need to submit an IRCC webform. Below are the instructions.

    a) Website for IRCC Webform: https://secure.cic.gc.ca/ClientContact/en/Crisis

    b) How to fill the IRCC Webform:

Crisis situation: Contact us urgently

If you've been affected by a crisis situation, choose an option below and complete the form with as much detail as you can provide.

> ❗ This page is for certain **crisis situations only**. If you **are not** affected by a crisis situation, **we will not respond to or process your request.**

* What do you need to do? (required)

Please select an option ⌄

[Previous]

If you're not affect by a crisis situation

Use our general web form for all other situations, including

- checking the status of your application
- asking general questions about a program or service
- giving new information about your application
- changing your contact information
- reporting a technical problem

Under "What do you need to do?", please select "**Request Priority Processing of my existing application**", then click "**Continue to Form**".

You will need to complete the IRCC webform, including your Application number. After you have submitted your application you will be provided with your Application Number.

* **Last name(s) (also known as family name, surname)** (required)

[   ]

* **Email address** (required)

Use this format: xxxxxx@example.com

[   ]

* **Confirm your email address** (required)

Type your email address again. You can't copy and paste it.

[   ]

Date of birth

* **Year** (required)   * **Month** (required)   * **Day** (rec

[Please select an option ∨]   [Please select an option ∨]   [Please

What's your Unique Client Identifier (UCI) number? ❶

[   ]

What's your application number? ❶ (required)

[   ]

☐ By checking this box, I confirm that I don't know my application number.

What did you apply for?

[Temporary Residence   ∨]

Specifically, what application did you submit?

[Temporary Resident Visa   ∨]

Tell us about your situation

* **Tell us about your situation in the text box below. Include any questions you may**
included above. (required)

I have applied for a visitor visa and my application number is (_____). I
am a citizen of Ukraine and I am currently located in Ukraine. Due to the
current war between Russia and Ukraine, I would like to request for
urgent processing of my visitor visa application as it is currently not safe
to be in Ukraine.

313 / 1500

Government of Canada Telephone Number

00 – 1 - (613) 321-4243 – Canada will accept charges for collect calls.

11) BIOMETRICS

On March 22, 2022, VFS Global website posted the following notice:

Due to the current situation in Ukraine, some of our Visa Application Centres (VACs) are experiencing higher volumes than usual. Immigration, Refugees, and Citizenship Canada (IRCC) has introduced temporary biometric collection sites, accessible via online appointment booking only, for Ukrainian nationals and their immediate family members* of any nationality arriving from overseas at the following locations:

- Berlin, Germany

* Immediate family members are defined as the spouse or common-law partner of the person; a dependent child of the person or the person's spouse/common-law partner; and a dependent child of a dependent child.

Please be aware that if you are unable to schedule an appointment to submit biometric data in your preferred location, you may attend any other VAC in Europe. Please visit https://www.cic.gc.ca/english/information/where-to-give-biometrics.asp for more information.

If you're affected by the situation in Ukraine, you can contact IRCC by:

- using the web form (add the keyword **UKRAINE2022** in the "Your enquiry" box)
- phone at +1-613-321-4243 (collect calls accepted)

The Government of Canada has implemented new measures to help people affected by the ongoing situation in Ukraine, for more information please visit their website at https://www.canada.ca/en/immigration-refugees-citizenship/services/immigrate-canada/ukraine-measures.html.

<div align="center">**Appendix "A"**</div>

Below is a request for exemption from the biometric requirement that can be used

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Immigration, Refugees and Citizenship Canada

Dear Immigration Officer,

Re: Visitor Visa Application – Request for Exemption from Biometric Requirement

I am applying for a Visitor Visa and I am currently located in Ukraine. There is currently a war between Russia and Ukraine. As such, the Visa Application Centres in Ukraine are all closed.

Below is a screenshot from the IRCC website dated March 30, 2022 that confirms the two Visa Application Centres in Ukraine are closed. Further, the Visa Application Centre in Poland is not open to the public. Accordingly, it is not possible to complete the biometric requirement for the Visitor Visa application

Given this, I respectfully request for exemption from the biometric requirement and to complete the biometric requirement upon my arrival in Canada.

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Thank you for your consideration of the above request.

Best regards,