

Strategic Recruitment Stream Compulsory and Optional Trades or Engineering Occupations – Document Checklist

All of the items listed below are required to apply under the Alberta Immigrant Nominee Program (AINP) Strategic Recruitment Stream Compulsory and Optional Trades or Engineering Occupations. If any documents are missing, your application may be returned or refused. Include this document checklist with your completed application.

Check (☑) each item to include with your application and put the documents in the order listed below.

SRS Compulsory and Optional Trades Category – forms and documents required	
<input type="checkbox"/> AINP 009B	<p style="background-color: #d9d9d9; margin: 0; padding: 2px;">Attach original</p> <ul style="list-style-type: none"> ▪ The Candidate must complete the <i>Strategic Recruitment Stream – Compulsory and Optional Trades or Engineering Occupations (AINP 009B)</i> form ▪ Signatures must be original on the form sent to AINP ▪ Identification number has to be the same on all pages, including the bar code page. The identification number is on the bottom right hand side of each application page. Your application will be returned to you if any of the identification numbers are different.
<input type="checkbox"/> Citizenship and Immigration Canada (CIC) forms	<p style="background-color: #d9d9d9; margin: 0; padding: 2px;">Attach copy</p> <ul style="list-style-type: none"> ▪ Candidate: IMM 0008 Generic, IMM 5669 Schedule A, IMM 0008 Schedule 4, IMM 5406. Include the IMM 5476 and IMM 0008DEP if necessary. ▪ Spouse/Common-law partner and dependants over 18: IMM 5669 Schedule A, IMM 5406. Include the IMM 5476 if necessary.
<input type="checkbox"/> Work permit(s)	<p style="background-color: #d9d9d9; margin: 0; padding: 2px;">Attach copy</p> <p>Candidate’s current work permit and previous (if available) CIC work permit(s)</p>
<input type="checkbox"/> Valid passport(s)	<p style="background-color: #d9d9d9; margin: 0; padding: 2px;">Attach copy</p> <ul style="list-style-type: none"> ▪ Candidate ▪ Spouse/common-law partner ▪ Dependent children <p>Include only the personal information page and any page(s) showing the expiry and renewal date(s) of the passport</p>
<input type="checkbox"/> Alberta Qualification Certificate from AIT	<p style="background-color: #d9d9d9; margin: 0; padding: 2px;">Attach copy</p> <p>Alberta Qualification Certificate in a Compulsory or Optional Trade</p>

<input type="checkbox"/> Employment confirmation letter(s)	<p>Attach copy</p> <ul style="list-style-type: none"> ▪ Letter(s) must confirm the candidate: <ul style="list-style-type: none"> • is currently working in their certified trade for an Alberta Employer OR <ul style="list-style-type: none"> • previously worked for a minimum of six (6) months in the past two (2) years in their certified trade with an Alberta Employer ▪ Letter(s) must be signed by the employer, dated and on company letterhead
SRS Engineering Occupations Category – forms and documents required	
<input type="checkbox"/> AINP 009B	<p>Attach original</p> <ul style="list-style-type: none"> ▪ The Candidate must complete the <i>Strategic Recruitment Stream – Compulsory and Optional Trades or Engineering Occupations (AINP 009B)</i> form ▪ Signatures must be original on the form sent to AINP ▪ Identification number has to be the same on all pages, including the bar code page. The identification number is on the bottom right hand side of each application page. Your application will be returned to you if any of the identification numbers are different.
<input type="checkbox"/> Citizenship and Immigration Canada (CIC) forms	<p>Attach copy</p> <ul style="list-style-type: none"> ▪ Candidate: IMM 0008 Generic, IMM 5669 Schedule A, IMM 0008 Schedule 4, IMM 5406. Include the IMM 5476 and IMM 0008DEP if necessary. ▪ Spouse/Common-law partner and dependants over 18: IMM 5669 Schedule A, IMM 5406. Include the IMM 5476 if necessary.
<input type="checkbox"/> Citizenship and Immigration Canada (CIC) work permit(s)	<p>Attach copy</p> <p>Candidate's current work permit and previous (if available) CIC work permit(s)</p>
<input type="checkbox"/> Valid passport(s)	<p>Attach copy</p> <ul style="list-style-type: none"> ▪ Candidate ▪ Spouse/common-law partner (if applicable) ▪ Dependent children (if applicable) <p>Include only the personal information page and any page(s) showing the expiry and renewal date(s) of the passport</p>
<input type="checkbox"/> Letter of no objection or licensure as a Foreign Licensee	<p>Attach copy</p> <ul style="list-style-type: none"> ▪ If you have engineering credentials and you are working in a job that is described by the National Occupational Classification (NOC) codes: 2131, 2132, 2133, 2134, 2141, 2144, or 2155; you must provide either: <ul style="list-style-type: none"> • "Letter of no objection" from the Association of Professional Engineers, Geologists and Geophysicist of Alberta (APEGGA), OR <ul style="list-style-type: none"> • Licensure as a Foreign Licensee <p><i>Note: If you are working in a job that is described by the NOC codes: 2231, 2232, 2241, or 2253; you do not have to provide either of these items</i></p>
<input type="checkbox"/> Employment confirmation letter	<p>Attach copy</p> <p>Must be issued and signed by the employer, dated and on company letterhead</p>

<input type="checkbox"/> Job description	<p>Attach copy</p> <p>Must be on company letterhead and include:</p> <ul style="list-style-type: none"> ▪ Job title ▪ Main duties of the job ▪ Working conditions (e.g. hours of work, salary, benefits) ▪ Education required ▪ Skills and knowledge necessary for duties ▪ Relevant work experience required
<input type="checkbox"/> Education	<p>Attach certified true copy</p> <p>Degree or diploma required for the Candidate's job</p>
<input type="checkbox"/> Reference letters	<p>Attach copy</p> <ul style="list-style-type: none"> ▪ Work-related reference letters from previous employers related to the job ▪ Must be signed by the employer, dated and on company letterhead and include: <ul style="list-style-type: none"> • Job title • Main duties and education required for the job • Period worked
<input type="checkbox"/> Registered employment agency/broker (if applicable)	<p>Attach copy</p> <p>If your employment was arranged by a registered employment agency/broker provide a copy of the service agreement AND a letter from the employment agency/broker demonstrating the relationship between the Candidate, the agency and the Alberta Employer</p>

If using a representative

If you are not using a representative, the items listed in this section do not apply to you

<input type="checkbox"/> Candidate – Use of a Representative (AINP 008B)	<p>Attach original</p> <p>Signatures must be original on the form sent to AINP</p>
--	---

Contact information

Mail your application and supporting documents in the order listed in the document checklist to:

Alberta Immigrant Nominee Program
Strategic Recruitment Stream Compulsory and Optional Trades or Engineering Occupations
Human Services
Suite 940, Telus Plaza North Tower
10025 Jasper Avenue
Edmonton, AB T5J 1S6

Provide a certified translation with any documents not in English or French. To find a certified translator in Alberta or in Canada, visit the Association of Translators and Interpreters of Alberta (ATIA) at: www.atia.ab.ca

- Visit www.AlbertaCanada.com/ainp to review criteria, applications that do not meet criteria will be declined
- Complete every question and section, if a question does not apply, write N/A or Not Applicable
- Only complete applications are accepted, incomplete applications will not be accepted
- The AINP reserves the right to request additional information or documents from either the Employer(s) or the Candidate to support this application
- The AINP does not return original documents
- When submitting your application to the AINP make sure your identification number is the same on all pages, including the bar code page. The identification number is on the bottom right hand side of each application page. Your application will be returned to you if any of the identification numbers are different. To be sure all identification numbers at the bottom of each application page are the same you must print all pages of the application at one time, including the bar code page. If you need to make changes to any of the pages, do so, then SAVE and PRINT the entire application again.