

Endorsement Re-Issue Request

ATLANTIC IMMIGRATION PILOT



A new endorsement certificate will be considered in the event the certificate must be revised or you require additional time to submit your permanent resident application to Immigration, Refugees and Citizenship Canada (IRCC). New certificates are valid for six months from the date of issue and it is expected the candidate apply for Permanent Residency within that time frame. AIPP Officers will review your request to determine if sufficient reasons and documentation are provided to render a decision. If there is not enough space to provide all necessary information, attach a separate sheet of paper or email attachment with further details. **Only requests from the Designated Employer will be accepted.**

Please note that your original endorsement will only be reissued once at the discretion of NSOI. If a third endorsement is required, a new AIPP Endorsement application must be submitted in full, including recruitment.

Please submit completed forms to the address below:

Nova Scotia Office of Immigration
1469 Brenton Street, 3rd floor
PO Box 1535
Halifax, NS, Canada
B3J 2Y3

Via email: immigration@novascotia.ca

Subject: Endorsement Reissue Request

Body: Last name, First, AIP Endorsement Certificate number

APPLICANT DETAILS

EMPLOYER INFORMATION – Contact for all correspondence		
Employer Legal Name:	Employer Contact:	
Employer email for correspondence*	Telephone number:	Immigration Rep (if applicable)
Current mailing address:		

APPLICANT INFORMATION	
Family name(s) exactly as shown on passport/travel document:	Date of Birth (yyyy-mm-dd)
First name, middle names exactly as shown on passport/travel document	Current AIP Certificate Number
email address:	UCI number (if applicable)

*correspondence will be sent to the email address and contact indicated in your Designation, if this differs or has changed from your initial Designation please notate this

REASON(S) YOU REQUIRE A RE-ISSUED ENDORSEMENT CERTIFICATE		
	Reason for request Explain (as required) or attach	Documents Required
<input type="checkbox"/>	Certificate is expiring or has expired, and you need additional time to submit application to IRCC *	<input type="checkbox"/> Updated Offer of Employment (IMM5650) <input type="checkbox"/> Detailed pay records from date candidate began work (if applicable) <input type="checkbox"/> Results of Language Test <input type="checkbox"/> Education credential assessment OR Canadian equivalent of education <input type="checkbox"/> Proof of 1 year work experience (resume) <input type="checkbox"/> Employer Registration certificate (as applicable) <input type="checkbox"/> Copy of IRCC correspondence (if applicable) <input type="checkbox"/> Copy of current work permit (if applicable)

Does your candidate require a new Work Permit Referral Letter? If so, please complete and attach the **IMM5654 (Commitment Form)**.

Yes No

Does your candidate have all documentation ready to apply for Permanent Residency?

Yes No

*candidate must meet all requirements to submit a completed Permanent Residence application to IRCC to be eligible for a re-issued Endorsement. Please attach an explanation if they do not.

EMPLOYER DECLARATION:

I _____, do solemnly declare that the information I have given in the forgoing application is truthful, complete and correct and I make this solemn declaration believing it to be true and knowing that is of the same force and effect as if made under oath. I understand that any false statements or concealment of a material fact may result in my exclusion from Nova Scotia Office of Immigration programs. I understand all the above information, having had the opportunity to ask for or having asked for and obtained an explanation on every point which was not clear to me. I will immediately inform the Nova Scotia Office of Immigration if any of the information or the answers provided in my application forms change.

Signature of employer

Date (mm-dd-yyyy)