

**EXPRESS ENTRY**



*Guide for the New Brunswick Provincial  
Nominee Program Express Entry Category:*

## ***New Brunswick Labour Market Stream***





This *Guide for the New Brunswick Provincial Nominee Program Express Entry Labour Market Stream* explains how you may apply to this category of the New Brunswick Provincial Nominee Program (NBPNP) for permanent residency. This is a new program stream, and the requirements could change. This program is the result of a partnership between the Government of New Brunswick and the Government of Canada. Please ensure that you visit the Citizenship and Immigration Canada (CIC) website for the most current information regarding Express Entry: <http://www.cic.gc.ca/english/immigrate/express/express-entry.asp>.

The first step is to submit an expression of interest (EOI) to the NBPNP. The NBPNP will accept expressions of interest to the Express Entry Labour Market Stream (EE LMS) from the first of each month until the 15<sup>th</sup> of each month. Beginning on the 16<sup>th</sup> (or first business day after the monthly deadline), a predetermined number of expression of interest forms will be reviewed. Of this, the highest ranked will be selected to apply to the EE LMS. Candidates will receive an email inviting them submit a full application to the EE LMS.

Expression of interest forms will be assessed and ranked according to:

- Highest score
- Evidence of training and experience in a high priority sector as determined by the Province
- Demonstrated ability to become economically established in the Province
- The high likelihood of contributing to the Provincial labour market and economy in a positive way.

Expression of interest forms must be submitted to the following: [entree.express.entry@gnb.ca](mailto:entree.express.entry@gnb.ca)

If your Expression of Interest (EOI) is successful, you can apply in two ways:

- directly to the NBPNP, or
- you can enter the Express Entry pool and be selected by the NBPNP.

Both circumstances require you to submit a full application to the NBPNP. All Provincial nominations under **Express Entry** happen within this system. CIC will not require that individuals submit a paper-based copy of their nomination certificate when invited to apply for permanent residency through Express Entry. Individuals will, where applicable, still require a paper-based copy of their nomination certificate and a letter of support from the province, when applying for a work permit. It is important to read the entire guide to learn about the eligibility criteria and selection factors, (both provincial and federal) including details about the documents that need to be submitted. Forms are available for download on our website at [www.gnb.ca/immigration](http://www.gnb.ca/immigration).



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If you or someone acting on your behalf, directly or indirectly, misrepresents or withholds material facts relating to your application for permanent residency in Canada, your application will be refused. We routinely check with reliable sources to verify whether information provided and documents submitted are genuine.

# Contact information



## Mailing address for correspondence and submission of immigration documents:

Department of Post-Secondary Education Training and Labour  
Population Growth Division – New Brunswick Provincial Nominee Program  
500 Beaverbrook Court, 5<sup>th</sup> Floor, Suite 500  
P.O. Box 6000,  
Fredericton, NB  
Canada  
E3B 5H1

**Telephone** 001-506-453-3981  
**Fax** 001-506-444-6729  
**email** [entree.express.entry@gnb.ca](mailto:entree.express.entry@gnb.ca)  
**Website** [www.gnb.ca/immigration](http://www.gnb.ca/immigration)

## Business hours

Monday to Friday, 8:15 a.m.-4:30 p.m., Atlantic Standard Time  
Closed Saturday, Sunday and statutory holidays

The NBPNP does not respond to inquiries about an application status.

**This guide is provided free of charge by the Government of New Brunswick and is not to be sold.**

**Ce document est disponible en français.**

# Introduction



The NBNP is a provincial immigration program made possible through an agreement with the Government of Canada. As an economic program, it selects and nominates qualified workers from around the world who will live in New Brunswick and contribute to the New Brunswick economy through full-time, ongoing employment.

Applicants to the New Brunswick Provincial Nominee Program Express Entry Labour Market stream will, if nominated, be processed through the federal government's Express Entry electronic immigration management system. This is a two-step process through which eligible applicants can apply for permanent residency, with faster processing times.

Applicants must meet the following criteria:

- All eligibility criteria and selection factors for the Federal Skilled Worker Program (obtaining at least 67 points out of 100); and Provincial criteria, including age (22-55); a signed commitment to live and work in New Brunswick (NBNP – 001); and other criteria described in this document.
- If you meet these criteria, and receive a nomination from the Government of New Brunswick, may be invited to apply for permanent residency through the Express Entry system. Applications that do not meet these requirements will not be eligible for consideration by the NBNP.
- Documented proof of your ability to meet these eligibility criteria will be required for both the NBNP assessment stage as well as the CIC permanent residency stage.

You will also need to provide proof that you have the minimum funds required by the federal government to establish yourself successfully in New Brunswick, including travel and moving costs, application fees and other relevant costs associated with immigrating to the province.

There are also criteria for employers where you may have an arranged offer of employment. The New Brunswick company offering you employment must have been operating for at least one year at the time the application is received at the NBNP office. You must also demonstrate that you have been interviewed and hired by your employer.

Decisions on applications are final. There is no appeal process if you are refused. If you are unsuccessful, you may reapply two years from notice that your application has been refused, provided your situation changes substantially and you have new information to submit. You also have the option to apply to CIC immigration programs with New Brunswick as your destination.

Final decisions on permanent resident visas are the sole responsibility of CIC. You must meet all Canadian immigration regulations, including a medical examination and security and criminal checks. You should not make final travel arrangements, dispose of property (personal or business) or give up your job until you receive a permanent resident visa.

A nomination certificate does not guarantee the issuance of a permanent resident visa. The NBPNP may withdraw your nomination at any time prior to the issuance of a permanent resident visa by CIC.

Reasons for which the NBPNP may withdraw a nomination include, but are not limited to the following:

- The NBPNP is no longer satisfied that you meet the requirements under which you were nominated;
- The NBPNP is advised that information in your immigration application is false or misleading;
- You do not intend to live in New Brunswick.

Applications are not accepted from applicants who:

- Have an application in process under another immigration program in Canada;
- Intend to work in an occupation that is a [National Occupational Classification \(NOC\)](#) level C or D;
- Are not lawfully residing in their country of residence at the time an application is received at the NBPNP office (proof of lawful residence is required);
- Have an unresolved humanitarian and compassionate claim in Canada;
- Are failed humanitarian and compassionate claimants living in Canada;
- Have an unresolved refugee claim in Canada;
- Are failed refugee claimants living in Canada;
- Are under a removal order in Canada;
- Are prohibited from entering Canada;
- Are engaged in full-time post-secondary education;
- Are on a valid federal post-graduation work permit whose occupation falls under NOC skill level C or D;
- Are live-in caregivers;
- Are a seasonal, part-time or casual worker;
- Are an individual whose job is not based in New Brunswick;
- Intend to start a business and/or be self-employed in New Brunswick; or
- Are unable to provide proof of required amount of funds (see section on Minimum Funds Requirement).

If you are living in Canada during the application process, it is your responsibility to maintain your legal immigration status.

If you have been refused under another provincial or federal immigration program, you must advise the NBPNP and provide copies of all relevant correspondence. The correspondence must include sufficient information to allow the Immigration Program officer to evaluate the reasons for your refusal. Failure to provide complete information will result in your refusal.



# Eligibility requirements



An applicant must meet the following requirements:

## 1. Language

Please visit the federal government website to determine language requirements at the time of your application. The language requirements, set by CIC, are subject to change: <http://www.cic.gc.ca/english/immigrate/skilled/language-testing.asp>.

The current (January 2015) language requirements for the NBNP Express Entry program stream are Canadian Language Benchmark (CLB) level of 7 in all four language skills: reading, writing, listening and speaking.

Applicants must provide valid results from a language test administered by a designated CIC testing agency. The acceptable tests are:

- the International English Language Testing System (IELTS) General Training ([www.ielts.ca](http://www.ielts.ca));
- the Canadian English Language Proficiency Index Program (CELPIP-General) (<http://www.celiptest.ca/>); and
- the Test d'Évaluation de Français (to test proficiency in French) (<http://www.tef-tcf.net/index.php/en/>).

Language test results must not be more than two years old at the time of application for permanent residency.

CIC language equivalency charts can be found at: <http://www.cic.gc.ca/english/resources/tools/language/charts.asp>.

## 2. Education

You must have, at a minimum, a secondary school graduation certificate, secondary school diploma or high school equivalency certificate. You must submit either: 1) a Canadian credential; or 2) a foreign educational credential and an equivalency assessment from a designated body. (Assessment must be from a professional body if one has been designated for the principal applicant's primary occupation.)

The purpose of submitting an Educational Credential Assessment (ECA) from a CIC designated agency is to verify that your foreign degree, diploma, certificate or other educational credential is valid and comparable to a completed Canadian educational credential. The designated agencies are as follows:

- Comparative Education Service – University of Toronto School of Continuing Studies (CES)
- International Credential Assessment Service of Canada (ICAS)
- World Education Services (WES)



If you are applying as either a physician or pharmacist, you must have your credentials assessed by one of the following (as it pertains to your field):

- Medical Council of Canada (MCC) for international medical graduates (IMG);
- Pharmacy Examining Board of Canada (PEBC) for internationally trained pharmacists

More designated agencies may be added over time.

If you are being considered for nomination under an occupation regulated in New Brunswick, you will need a valid offer of employment from a New Brunswick employer.

For more information, visit CIC at <http://www.cic.gc.ca/english/immigrate/skilled/assessment.asp>.

### 3. *Work experience*

You must have at least one year (1,560 hours minimum) of continuous full-time (or equivalent in continuous, paid part-time) experience in your primary occupation.<sup>1</sup> This experience must be within certain occupations as determined by the NOCs. Only skill type 0, or skill levels A or B of the 2011 National Occupational Classification (NOC), are eligible.

#### National Occupational Classification (NOC)

The NOC is used to classify jobs in the Canadian economy. It describes duties, skills, talents and work settings for different jobs. It uses the 2011 edition of the National Occupational Classification to assess skilled worker applications.

The easiest way to find your National Occupational Classification category is to go to the following: <http://www5.hrsdc.gc.ca/noc/english/noc/2011/OccupationIndex.aspx>.

For the NBNP Express Entry program stream, your work experience must be in a NOC O, A, or B occupation. This should be identified in your application as your primary occupation in the 10 years before your application submission. Proof of this experience will be required.

Examples of NOC O occupations include managerial occupations, such as financial managers and school principals; examples of NOC A occupations, which generally require a university degree, include teachers, lawyers, and software developers; and examples of NOC B occupations, which generally require two or more years of post-secondary education or apprenticeship, include engineering technologists, computer network technicians and electricians.

### 4. *Age*

You must be between 22 and 55 years old. Your age is assessed as of the day your application for permanent residence is received at the NBNP and you are assigned a file number.

### 5. *Proof of funds*

You must show that you have enough money to support yourself and your family (even if they are not coming with you) after you get to Canada. You cannot borrow this money from another person.

You will need to show proof to the Canadian visa office in your home country that you have enough money when you apply to immigrate.

The funds must be in your name or in the name of your accompanying spouse. These funds must be unencumbered by debts or obligations (i.e., not real estate), transferable and available to you.

The amount of money you need to support your family is set by the size of your family. These amounts are updated every year. Visit CIC's website to find out the current amount: <http://www.cic.gc.ca/english/immigrate/skilled/funds.asp>.

<sup>1</sup> "Full-time" means at least 30 hours of paid work in one week. One year of full-time work is at least 1,560 hours. One year equivalent part-time work is at least 1,560 hours, but not at a 30 hours/week rate (e.g., 15 hours/week in one part-time job over two years). Work experience must include work that is paid or where commission is earned.

You do not have to show that you have these funds if:

- you have a valid offer of arranged employment in Canada; or
- you are currently working or authorized to work in Canada.

## ***6. You will live and work in New Brunswick.***

You will be required to sign and submit a Commitment to Live and Work in New Brunswick form (NBPNP – 001). This commitment will assert that the principal applicant will maintain their primary residence in New Brunswick.

\*This is a specific criterion for applicants to the NBPNP Express Entry program stream and not a requirement of the Federal Skilled Worker Program.

## ***7. You must score a minimum of 67 points out of 100 in the selection factors to meet CIC's Federal Skilled Worker Program requirements.***



# Selection factors

If all eligibility criteria have been met, you will be assessed according to six selection factors: language, education, age, work experience, arranged offer of employment and adaptability. These selection factors are categorized using a points system. A minimum of 67 points out of 100 is required to be successful within the Express Entry system.

If documents provided in support of selection factors are missing, incomplete or not able to be verified, you will receive a "0" score for that selection factor.

## 1. LANGUAGE (Maximum 28 points)

You can earn up to 28 points for your skills in English and French. You will be given points based on your abilities in reading, writing, listening and speaking. You can also earn points for your official second language capacity. If you want to earn points for your skills in both English and French, you must provide your language test results for each language at the same time.

Your application will not be processed if you do not include language test results for either English or French that show you meet the required level.

### Calculate your language points

You must meet the minimum level of CLB 7 for your first official language in all four language areas.

To get points for your second official language, you must meet the minimum level of CLB 5 in all four language areas.

First official language	Points			
	Speaking	Listening	Reading	Writing
<b>CLB level 9 or higher</b>	6	6	6	6
<b>CLB level 8</b>	5	5	5	5
<b>CLB level 7</b>	4	4	4	4
<b>Below CLB level 7</b>	Not eligible to apply			

Second official language	Points
<b>At least CLB5 in all of the four abilities</b>	4
<b>CLB 4 or less in any of the four abilities</b>	0

### Please note:

You can only get points for your second official language if you meet the threshold of CLB 5 in all four language abilities (speaking, listening, reading and writing).

## 2. EDUCATION (Maximum 25 points)

You must include your Canadian credential or an educational credential(s) assessment (ECA) report of your foreign credential report when you apply. You will only be awarded points for your international credentials based on how they compare to Canadian education standards.

Education	Maximum 25 points
University degree at the Doctoral (PhD) level or equal	25 points
University degree at the Master's level or equal <b>OR</b> university level entry-to-practice professional degree (or equal). Occupation related to the degree must be: NOC 2011 Skill Level A, and <ul style="list-style-type: none"> <li>licensed by a provincial regulatory body.</li> </ul> <i>Note: Degree program must be in one of these fields of study: Medicine, Veterinary Medicine, Dentistry, Podiatry, Optometry, Law, Chiropractic Medicine or Pharmacy.</i>	23 points
Two or more post-secondary degrees or diplomas or equal (at least one must be for a program of at least three years).	22 points
Post-secondary degree or diploma for a program of three years or longer, or equal.	21 points
Post-secondary degree or diploma for a two-year program, or equal.	19 points
Post-secondary degree or diploma for a one-year program, or equal.	15 points
High school diploma, or equal.	5 points

**Please note:**

The NBNP Express Entry program stream has additional requirements for persons who are applying under occupations regulated in the province and who are applying without an arranged offer of employment. The details are listed above under Eligibility requirements.

## 3. EXPERIENCE (Maximum 15 points)

Use this chart to find the number of points based on your number of years of experience within a NOC O, A, or B occupation.

Experience	Maximum 15 point
1 year	9
2-3 years	11
4-5 years	13
6 or more years	15

#### 4. AGE (Maximum 12 points)

You will earn points based on your age on the day that you have been invited to apply for permanent residency by CIC.

Age	Points
Younger than 22	0
22-35	12
36	11
37	10
38	9
39	8
40	7
41	6
42	5
43	4
44	3
45	2
46	1
47 and older	0



#### 5. ARRANGED OFFER OF EMPLOYMENT (Maximum 10 points)

In some cases, you earn get points if you have a permanent, full-time job offer from a Canadian employer. The job must be arranged before you apply to come to Canada as a federal skilled worker.

A valid job offer has to be:

- for full-time, permanent and not seasonal work, and
- in an occupation listed as NOC O, A, or B.

Find your points based on the chart below.

If	And	Points
<p>You currently work in Canada on a temporary work permit.</p>	<p>Your work permit is valid both when you apply and when the visa is issued (or you are authorized to work in Canada without a work permit when your visa is issued).</p> <p><b>and</b></p> <p>CIC issued your work permit based on a positive Labour Market Impact Assessment from Employment and Social Development Canada. Your employer would have applied for the Labour Market Impact Assessment, which you then had to attach to your application to CIC.</p> <p><b>and</b></p> <p>You are working for an employer named on your work permit who has made a permanent job offer based on you being accepted as a skilled worker.</p>	<p>10</p>
<p>You currently work in Canada in a job that is exempt from the Labour Market Impact Assessment requirement under:</p> <ul style="list-style-type: none"> <li>• an international agreement (such as, the North America Free Trade Agreement) or</li> <li>• a federal-provincial agreement.</li> </ul>	<p>Your work permit is valid both when you apply and when the visa is issued (or you are authorized to work in Canada without a permit when your visa is issued).</p> <p><b>and</b></p> <p>Your current employer has made a permanent job offer based on you being accepted as a skilled worker.</p>	<p>10</p>
<p>You currently do not:</p> <ul style="list-style-type: none"> <li>• have a work permit, <b>or</b></li> <li>• plan to work in Canada before you get a permanent resident visa.</li> </ul> <p><b>or</b></p> <p>You are currently working in Canada and a different employer has offered to give you a permanent full-time job.</p> <p><b>or</b></p> <p>You are currently working in Canada in a job that is exempt from a Labour Market Impact Assessment, but not under an international or federal-provincial agreement.</p>	<p>An employer has made you a permanent job offer based on you being accepted as a skilled worker.</p> <p><b>and</b></p> <p>The employer has a positive Labour Market Impact Assessment. Information about this assessment can be found at: <a href="http://www.esdc.gc.ca/eng/home.shtml/">http://www.esdc.gc.ca/eng/home.shtml/</a></p>	<p>10</p>

**Please note:**

- You cannot get a Labour Market Impact Assessment from Employment and Social Development Canada. Your employer must do this for you.
- Employment and Social Development Canada will only confirm permanent job offers for occupations listed in skill type 0 or skill level A or B of the NOC.
- A CIC officer must be convinced that you are able to perform the job offered to you. If the occupation is regulated in Canada, the officer must also be convinced that you will be able to become licensed or certified when in Canada.
- To receive a nomination from the NBNP if you are applying under an occupation that is regulated in New Brunswick, you must provide evidence of having obtained the proper licensure or certification.

## 6. ADAPTABILITY (Maximum 10 points)

You must demonstrate your genuine intention to settle in New Brunswick. In addition, you must meet federal criteria below to gain points.

**If you have a spouse or common law partner who will immigrate with you to Canada**, he or she can earn points for adaptability, too. You can only get points for each item once.

Adaptability	Maximum 10 points
<p><b>Your spouse or partner’s language level</b> Your spouse or common-law partner has a language level in either English or French at CLB 4 or higher in all four language abilities (speaking, listening, reading and writing).</p> <p>To get these points, you must submit official language results when you apply. Results cannot be more than two years old on the day you apply.</p>	5
<p><b>Your past study in New Brunswick</b> You finished at least two academic years of full-time study (in a program at least two years long) at a secondary or post-secondary school in New Brunswick.</p> <p>Full-time study means at least 15 hours of classes per week, and you must have stayed in good academic standing (as set out by the school) during that time.</p>	5
<p><b>Your spouse or partner’s past study in New Brunswick</b> Your spouse or common-law partner finished at least two academic years of full-time study (in a program at least two years long) at a secondary or post-secondary school in New Brunswick.</p> <p>Full-time study means at least 15 hours of classes per week, and your spouse or partner must have stayed in good academic standing (as set out by the school) during that time.</p>	5
<p><b>Your past work in New Brunswick</b> You did at least one year of full-time work in New Brunswick:</p> <ul style="list-style-type: none"><li>• in an occupation listed in Skill Type 0 or Skill Levels A or B of the NOC; and</li><li>• with a valid work permit or while authorized to work in Canada.</li></ul>	10
<p><b>Your spouse or common-law partner’s past work in New Brunswick</b> Your spouse/partner did at least one year of full-time work in New Brunswick on a valid work permit or while authorized to work in Canada.</p>	5

<p><b>Arranged employment in New Brunswick</b> You earned points under Arranged Employment section above.</p>	5
<p><b>Relatives in New Brunswick</b> You, or, if it applies, your spouse or common-law partner, have a relative, either a</p> <ul style="list-style-type: none"> <li>• parent,</li> <li>• grandparent,</li> <li>• child,</li> <li>• grandchild,</li> <li>• child of a parent (sibling),</li> <li>• child of a grandparent (aunt or uncle), or</li> <li>• grandchild of a parent (niece or nephew), who is <ul style="list-style-type: none"> <li>- living in Canada</li> <li>- 18 years or older and</li> <li>- a Canadian citizen or permanent resident.</li> </ul> </li> </ul>	5

### SELF-ASSESSMENT CHART

SELECTION FACTORS	MAXIMUM POINTS	YOUR POINTS
FIRST OFFICIAL LANGUAGE	24	
SECOND OFFICIAL LANGUAGE	4	
EDUCATION	25	
AGE	12	
EXPERIENCE	15	
ARRANGED EMPLOYMENT	10	
ADAPTABILITY	10	
TOTAL POINTS	100	

**YOUR TOTAL SCORE**

\*A minimum of 67 points are required.

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# Application process



If you meet all eligibility criteria and selection factors, score 67 out of 100 or more, and you are able to successfully enter into the Express Entry system (meeting minimum eligibility criteria as listed on its website), you can prepare and submit a full application. Following submission of your full application package, you are responsible for contacting the NBNP if there are any changes to your application prior to, and after nomination.

## STEP #1 SUBMIT YOUR IMMIGRATION APPLICATION TO THE EXPRESS ENTRY SYSTEM

Include one **original** copy of the NBNP forms and supporting documents. Use the *Checklist for the New Brunswick Provincial Nominee Program Express Entry Labour Market Stream (NBNP – DCEELMS)* to ensure that you have the required forms and documents.

Documentation submitted with your application will not be returned. You should obtain multiple originals of any documentation submitted with your application (such as reference letters, language tests, educational credential assessments, police certificates) so you are prepared if you need to submit a new application. You must keep a copy of the completed forms and supporting documents.

The NBNP may request additional information at any time during the application process to assess your application.

### **Please note:**

*Some of your documents must be submitted directly to the NBNP from a designated third party agency. These include:*

- *Your ECA must be sent directly to the NBNP from a CIC designated agency.*

*If you have already obtained an educational credential assessment (ECA) from a CIC designated agency, please request that the agency forward a scanned copy of your report to [immigration@gnb.ca](mailto:immigration@gnb.ca). Each agency has their specific process. Please consult the information below.*

*For users of <http://learn.utoronto.ca/international-professionals/comparative-education-service-ces/immigration> Comparative Education Services (CES), please indicate that you are requesting an ECA for the purposes of applying to the NBNP on your application form. CES will then send an electronic copy of your report to the NBNP. If you have already had a CES ECA report completed, please contact CES and request that they send an electronic copy to the NBNP at [immigration@gnb.ca](mailto:immigration@gnb.ca).*

*For users of <http://www.wes.org/ca/immigrants/> World Education Services (WES), please select the NBNP as the recipient of your WES report.*

For users of <http://www.icascanada.ca/fsw/> International Credential Assessment Services of Canada (ICAS), please ensure that you request an assessment for immigration purposes and that you request that an electronic copy of your assessment report be sent by ICAS to the following NBNP email address: [immigration@gnb.ca](mailto:immigration@gnb.ca) immigration@gnb.ca.

- *Work experience: The NBNP may request that you have your work experience validated. In this situation, your documents must be sent to a third party validation agency designated by the provincial government. The NBNP recognized third party validation agency information is included in the Checklist for the New Brunswick Provincial Nominee Program Express Entry Labour Market Stream (NBNP – DCEELMS). Your validated work experience documents will then be sent along to the NBNP be included in your file prior to assessment.*

Please refer to the *Checklist for the New Brunswick Provincial Nominee Program Express Entry Labour Market Stream (NBNP – DCEELMS)* checklist for all required documents, including specific document requirements, such as whether they need be originals, copies, certified, etc.



## STEP #2 THE NBPNP WILL ASSESS YOUR APPLICATION

The NBPNP will assess your application according to the criteria established at the time your application is submitted.

### Eligibility and completion check

After your application is received, it will be reviewed to ensure that it is complete and meets eligibility criteria before it is accepted for assessment. If your application is not complete, or if you do not meet basic eligibility requirements, your application may be returned.

### Assessment

The NBPNP will conduct a full review and evaluation of the complete application, subject to application volumes and the possible circumstances set out on its website. The NBPNP reserves the right to request an interview with the applicant. The processing time for a completed application eligible for consideration may vary depending on the time required for the verification of documents included in the application and on the volume of applications received. Nomination under the NBPNP is at the sole discretion of the Government of New Brunswick.

### Decision

The NBPNP will communicate the decision in writing to you, or your representative, by way of email. This decision will be either that you have been nominated or that you have been refused.

### Nomination

- NBPNP will confirm nomination within the Express Entry system.
- You will need to accept the nomination within the system. The specific instructions on how to do this are available at [www.cic.gc.ca/](http://www.cic.gc.ca/).
- **NOTE:** The NBPNP will also send an original nomination certificate to nominee's address on file.

### Refusal

If your application is being considered for refusal, you or your representative will receive a refusal letter from the NBPNP. You have 10 business days to submit additional information to be considered by the NBPNP.

After 10 business days the file will be re-assessed, including any new information submitted, and a final decision made. This decision will be sent in writing to you or your representative. There is no appeal process.

## STEP #3 EXPRESS ENTRY SYSTEM

If you are not already registered with Express Entry and the NBPNP would like to nominate you, the NBPNP will send an email asking you to register in Express Entry. Within 10 days of this email, you will need to complete an online Express Entry profile and email your unique Express Entry Profile number and your Job Seeker Validation Code (JSVC) to [entree.express.entry@gnb.ca](mailto:entree.express.entry@gnb.ca). The NBPNP will then send a nomination to your MyCIC Account. You will have 30 calendar days to either accept or not accept the nomination.

- A. If you are already in the Express Entry pool, and the NBPNP would like to nominate you, it will do so within the Express Entry system. You will need to accept the nomination within the system, as described above. See further details on how this happens at [www.cic.gc.ca/](http://www.cic.gc.ca/)
- B. Invitation to Apply for permanent residence by CIC.  
Following acceptance of the nomination with the Express Entry system, you will potentially receive an Invitation to Apply for Permanent Residency by CIC following a CIC round of invitations (which occur regularly). If you are invited to submit an application for permanent residency, you will have 60 days to submit an electronic application for permanent residence. You will need to upload your application and supporting documents using your MyCIC account. You, your spouse, common-law or conjugal partner and dependants must meet requirements for medical, security and criminal admissibility to the satisfaction of CIC. In some cases, you may be asked to go for an interview. For further information about applications through Express Entry system, please see the following website: [www.canada.ca/expressentry](http://www.canada.ca/expressentry).

C. Issuance of permanent resident visa

If approved by CIC, you, your spouse and dependents will be issued a Confirmation of Permanent Residency.

D. Provide contact information to the NBPNP.

When you are granted permanent residency, you must contact the NBPNP within 30 calendar days of your arrival in New Brunswick. You must provide the NBPNP a copy of the Confirmation of Permanent Residence, a copy of your passport and your New Brunswick contact information such as current address, telephone number(s) and email.

**Please note:**

*Incomplete application forms will slow processing time for your application at both the NBPNP and CIC steps, and this may result in your application being returned or refused.*

*CIC makes the final decision for the granting of permanent resident visas after ensuring that all legislative requirements are met, including medical, criminality and security checks. A nomination by the Government of New Brunswick does not guarantee that a permanent resident visa will be issued.*

*The NBPNP may withdraw your nomination at any time prior to the issuance of the permanent resident visa and prior to landing in Canada if:*

- *You no longer meet minimum eligibility requirements of the NBPNP;*
- *The NBPNP is advised by the Canadian visa office that any information provided in your application for permanent residency is false or fraudulent; or*
- *CIC finds that you or a dependent is inadmissible as a result of medical, criminality, security checks or having an invalid passport.*



# Fees



You must pay the CAD \$250 processing fee charged by the NBNP. This fee is **non-refundable**. Attach the processing fees to the New Brunswick Provincial Nominee *Program Fee Payment for Skilled Worker Applicants (NBNP – 011SW)* and submit with your application for permanent residence. The form is available at [www.gnb.ca/immigration](http://www.gnb.ca/immigration).

In addition to the NBNP processing fee, applicants are responsible for the cost of the following:

- Language exam(s);
- ECA and
- Third-party validation of foreign work experience. (The NBNP *may* request that you provide a validation of your work experience; in such cases, applicants will assume the cost).

# Immigration representatives



You do not need to hire an immigration representative to help you with your application to the NBNP. If you follow the instructions on the application guide, you can complete the forms and submit them on your own. All the forms and information that you need to apply for permanent resident status are available for free on our website.

If you choose to hire an immigration representative, your application will not be given special attention or receive faster processing. Using an immigration representative will not guarantee approval.

There are two types of immigration representatives: paid and unpaid. If you hire a representative he or she must be a member, in good standing, of one of the following designated bodies:

- Lawyers and paralegals who are members in good standing of a Canadian provincial or territorial law society;
- Notaries who are members in good standing of the Chambre des notaires du Québec; and,
- Immigration consultants who are members in good standing of the Immigration Consultants of Canada Regulatory Council.

If you hire an immigration representative who is not a member of one of these designated bodies, your application will be returned to you.

You may use unpaid representatives, such as family members, friends, non-governmental or religious organizations to act on your behalf.

If you wish to use the services of a representative, you must complete the *Use of a Representative (IMM 5476)* form and include it with your application.

To protect your privacy, we will not share any of your personal information with your consultant, lawyer, and other representative unless you have named them in the *Use of a Representative (IMM 5476)* form.

Remember – even if you hire an immigration representative you are responsible for all the information in your application. If the information on your application is false or misleading, your application will be refused.

As of June 30, 2011, the Immigration Consultants of Canada Regulatory Council (ICCRC) is the regulator of immigration consultants. Immigration consultants in good standing with the Canadian Society of Immigration Consultants (CSIC) on June 30, 2011, can begin to register with the ICCRC.

For further more information, visit [www.cic.gc.ca/english/information/protection/antifraud.asp](http://www.cic.gc.ca/english/information/protection/antifraud.asp).