

Welcome To Canada!

Resource Kit



SHERIDAN COLLEGE
Human Resources

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INTRODUCTION

Welcome to Canada! Sheridan is one of Canada's leading post-secondary institutions dedicated to exceptional applied learning and graduate success. Sheridan offers an environment of innovation and creativity that inspires people to explore new ways of thinking.

Sheridan is distinguished by our Creative Campus philosophy – a purposeful, cross-curricular approach that challenges students to use creativity and creative thinking to re-imagine ideas, experiment, collaborate, take risks and build a resourceful, resilient and flexible mind.

Through our 50 years, we've kept the best of our roots: small class sizes, experiential learning and faculty with strong industry experience. We've integrated elements of traditional colleges and universities, offering pathways that service our students, the businesses where they work and the communities we're proud to call home.

We offer our employees a stimulating environment that encourages innovation, values the diversity of individuals and ideas and promotes individual professional development. We rely on the talent and contributions of our staff by attracting and retaining the best talent to realize Sheridan's strategic goals.

Sheridan would like to ensure that you have a smooth transition immigrating to Canada. We have prepared this guide to provide you with an understanding of the steps that are involved in relocating to a new country.

The information covered includes:

- Sheridan background information
- Obtaining authorization to work in Canada
- Obtaining a Social Insurance Number (SIN)
- Obtaining your Ontario Health Insurance Plan Card (OHIP)
- Banking and personal finance information
- Child care and schooling information
- Finding accommodations/housing
- Transportation
- General information
- Checklist of things to accomplish within your first year in Canada
- Relevant acronyms
- Quick resource guide with links to websites of interest

WELCOME TO SHERIDAN!

Founded in 1967, Sheridan has been moving undergraduate education ahead - way ahead! With our Creative Campus approach and deep program offerings, we offer an amazing learning experience that prepares students for work and life.

Sheridan has grown from a local college of 400 students to one of Ontario's leading post-secondary institutions, educating approximately 23,000 full-time and 18,500 continuing and part-time students every year on three campuses in three Ontario cities – Oakville, Brampton and Mississauga.

As an award-winning institution, Sheridan attracts students from across Canada and around the world. Sheridan's 170,000 alumni play a critical role in shaping the future of our society in the fields of arts, business, community service, health technology and the skilled trades.

We have 6 Academic Faculties including:

- Faculty of Animation, Arts & Design
- Faculty of Applied Health & Community Studies
- Faculty of Applied Science & Technology
- Pilon School of Business
- Faculty of Humanities & Social Sciences
- Faculty of Continuing & Professional Studies

Sheridan offers over 120 programs across 5 Faculties, including 25 degree programs, and over 200 programs and courses through our Faculty of Continuing & Professional Studies.

Sheridan has the following campus locations in the Halton and Peel Regions:

Trafalgar Road Campus – located in Oakville, Ontario
William G. Davis Campus – located in Brampton, Ontario
Hazel McCallion Campus – located in Mississauga, Ontario

AUTHORIZATION TO WORK IN CANADA

Before joining the Sheridan team, you will need authorization to work in Canada. The federal government's [Temporary Foreign Worker Program](#) allows eligible internationally trained workers to work in Canada for an authorized period of time when employers can demonstrate that they are unable to find suitable Canadians or permanent residents to fill the jobs. Employers must also demonstrate that the entry of these workers will not have a negative impact on the Canadian labour market.

There are several steps involved with hiring a temporary foreign worker from outside Canada. The need to complete each step will depend on the specifics of the job offer, the foreign worker's country of citizenship and their last place of permanent residence.

Labour Market Impact Assessment (LMIA)

You may need to obtain a [Labour Market Impact Assessment](#) (LMIA). It is one requirement that [Citizenship and Immigration Canada \(CIC\)](#) considers when deciding to issue a work permit allowing a foreign worker to work in Canada. The following categories of occupations generally require an LMIA: high-skilled, low-skilled, caregiver, primary agricultural and film and entertainment.

Most job categories require an LMIA, however, some job categories do not. The purpose of an LMIA is to assess the impact that hiring a foreign worker would have on Canadian jobs. It seeks to ensure that Canadians have first access to available jobs and it is also carried out to ensure that an employer will pay and treat a foreign worker fairly.

Once you have been presented with a conditional offer of employment, and you have signed and returned the offer to Sheridan, we will submit an application for a LMIA to [Service Canada](#) requesting approval for you to work in Canada.

NOTE: A LMIA is not required if you are from the United States, Mexico or Chile as you will be covered for temporary employment by either NAFTA or CCFTA.

NOTE: Average processing times for LMIAs vary greatly. Many applications are processed in 3 to 4 months while others can take much longer. Employers and foreign workers must ensure to provide accurate and complete information to avoid delays in the application process.

If the LMIA is negative, Sheridan may request a review of the decision if we have any information that may affect it. Otherwise, we will not be in a position to move forward with bringing you onboard.

If the LMIA is positive or neutral, Sheridan will send you written confirmation which you will then use to apply for a [work permit](#) and Canadian visa (if applicable).

NOTE: a positive or neutral LMIA does not guarantee a visa, a work permit or entry into Canada.

Temporary Work Permit

You will be required to apply for, and to obtain, a Canadian [work permit](#) and visa (if applicable) from [CIC](#) before you can work in Canada.

In addition to the application, you will be required to provide documents, which may include:

- Proof of identity
- Valid passport or travel document
- Two photos of yourself and accompanying family members
- Copy of your job offer
- Copy of the Service Canada validation (approved LMIA)
- Proof that you are eligible for the job (for example, educational requirements or past work experience outlined in a resume)
- Medical examination (if required)

NOTE: A work permit is usually valid only for a specified job, employer and period of time.

The processing time for the work permit and visa application varies. The visa is granted before the applicant leaves the home country.

You will receive an authorization letter when your work permit has been approved. The actual work permit is issued to you when you arrive in Canada. You must show the authorization letter to the [Canada Border Services Agency](#) (CBSA) officer at the point of entry in Canada. They will also need to see a copy of your validation letter, copy of your offer of employment, passport and visa (if issued) and travel documents. In addition, you should bring two copies of a detailed list of all the personal or household items you are bringing with you and two copies of a list of items that may be arriving at a later time, along with their monetary value.

If you are coming to Canada with a spouse or common-law partner, in most cases, they will also be able to work in Canada by attaining their own work permit.

In some cases, your spouse or common-law partner may be able to apply for an [open work permit](#), allowing him or her to accept any job with any employer. For more information, see [Who can apply for an open work permit?](#)

In other cases, your spouse or common-law partner must apply for a work permit for a specific employer. The employer may have to get LMIA.

For more detailed information, please visit the CBSA website on [Moving to Canada](#).

Foreign workers may be denied a work permit or entry into Canada at the port of entry if the CBSA officer believes that they do not meet the requirements of the Immigration and Refugee Protection Act, or on criminal, security, medical or other grounds.

Extending Temporary Work Permit

If Sheridan chooses to extend your employment beyond the date on your work permit, you must apply for an extension of the work permit. In addition, Sheridan may also need to first apply for a new LMIA.

You should apply at least 30 days before the date on which your original work permit will expire to extend or change the terms and conditions of the existing work permit. We strongly recommend you apply 3 months prior to the expiration.

Permanent Resident

The [Permanent Resident \(PR\) card](#) is the official proof of your status as a permanent resident in Canada. This wallet-sized plastic card is required for all permanent residents of Canada seeking to re-enter Canada on a commercial carrier (airplane, boat, train or bus). You will automatically receive your new card as part of the immigration process. However, this process is very lengthy and should be started as soon as possible either at the same time as the application for a temporary work permit or upon arrival in Canada.

The application for permanent residence requires extensive documentation and there are fees associated. For current fees, check the [CIC Website Fee Schedule](#). Original documentation may be required and Visa offices in different countries may have different requirements so you should check the website of the Visa office responsible for your application. Check the CIC website to understand the documents you will be required to provide.

You may also be required to attend an interview with CIC officials and have a medical examination which is to be conducted by a doctor on the list of [panel physicians](#). Your own doctor cannot perform the medical exam.

NOTE: Most PR cards are valid for five years, however, some are only valid for one year.

Check the expiry date on the back of your card. If your PR card is due to expire within six months, apply for a new one. Check the current [processing times](#) to see how long you will have to wait to get your new card.

SOCIAL INSURANCE NUMBER (SIN)

By law, Canadian citizens, newcomers to Canada or temporary residents must have a [Social Insurance Number \(SIN\)](#), consisting of nine digits, to work in Canada or to receive benefits and services from government programs.

Your SIN is confidential and your SIN card cannot be used as a piece of identification.

Your SIN is issued only to you and you must protect it. However, since it is not against the law to ask for an individual's SIN, many private sector organizations will request your SIN. Businesses might ask for your SIN as identification or to check your credit rating. You should only provide your SIN when it is required by law.

Children who are 12 years of age or older may apply for their own SIN. Parents and individuals who are legally authorized to act on behalf of the applicant can also apply for a SIN for children under the age of majority in their province and for adults in their care.

A SIN is issued to one person only and is used to identify that individual for employment, government benefit programs and/or services and taxation purposes. It cannot legally be used by anyone else. Safeguarding the privacy, security and integrity of the SIN is extremely important to protect yourself, businesses and government from fraud and theft in a wide variety of forms. You are responsible for protecting your SIN and it is recommended you store any documents containing your SIN and personal information in a safe place; do not carry with you.

For more information on how to protect your SIN, please review [Your Social Insurance Number: A Shared Responsibility!](#)

For information on how to apply for your SIN, [click here](#).

HEALTH INSURANCE: OBTAINING AN OHIP CARD

The [Ontario Health Insurance Plan \(OHIP\)](#) is the government administered health care plan for the province of Ontario. Residents of Ontario are entitled to free access to emergency and preventive medical care under OHIP. As a resident of Ontario, you must have a health card as proof you are covered by OHIP. It is important to carry it with you at all times as you will be required to present it every time you see a doctor, visit an emergency room, have a medical test or go for surgery.

OHIP covers many health services you may need, such as appointments with your family doctor, visits to walk-in clinics and some other health care providers, visits to an emergency room, medical tests and surgeries. To be covered by OHIP, you must have a medical reason to receive a service or treatment. Cosmetic surgery, for example, is not covered.

Learn more about OHIP covered [services and products](#).

Most of your Ontario health benefits are covered across Canada. The province or territory you are visiting will usually bill the Ontario Ministry of Health and Long-Term Care directly for hospital and physician services.

To qualify for OHIP, you must meet all of the following minimum qualifications:

- Be physically in Ontario for 153 days in any 12-month period
- Be physically in Ontario for at least 153 days of the first 183 days immediately after you began living in the province
- Make Ontario your primary home

You must also meet at least one of the following additional requirements:

- Be a Canadian citizen
- Be an Indigenous person (registered under the federal Indian Act)
- Be a permanent resident (formerly called a “landed immigrant”)
- Have applied for permanent residence, and *Immigration, Refugees and Citizenship Canada* has confirmed that you meet the eligibility requirements to apply and that you have not yet been denied
- Be in Ontario on a valid work permit and working full-time in Ontario, for an Ontario employer, for at least six months (your spouse and any dependents also qualify if you do)
- Be in Ontario on a valid work permit under the federal [Live-in Caregiver Program](#)
- Be a convention refugee or other protected person (as defined by Immigration and Refugee Board of Canada)
- Have a Temporary Resident Permit (only certain case types, e.g. 86 through 95)

- Be a clergy member who can legally stay in Canada and is ministering full-time in Ontario for at least six months (your spouse and any dependents also qualify if you do)

NOTE: It is important to buy private health insurance to cover you until your Ontario health insurance coverage becomes effective. You will need an OHIP number to be eligible for employee extended health benefits.

To apply for an OHIP card, go in person to your nearest Health Card Services – OHIP office and complete a Registration form for Ontario Health coverage. Additional information on applying for an OHIP card can be found at: [Government of Ontario](#) website.

HEALTH SERVICES

Doctors

Many Canadians have a family doctor they can visit whenever they need medical care. A family doctor gives basic health care, including treatment for illness and encouragement for [preventative health care](#).

You may be able to find a doctor by asking someone you know to recommend one, by contacting an [immigrant-serving organization](#) or by contacting a community health center in your area to inquire about doctors who may be accepting new patients.

You can also visit a walk-in medical clinic anytime and be seen by a doctor without an appointment.

Dentists

It is also important to have a dentist and you will be able to find one by looking online or by asking someone you know to recommend one. It is generally easy to find a dentist who is accepting new patients.

NOTE: Dental care is not covered by free government health insurance. However, you can get supplementary insurance to cover your dental care.

Emergency Help

If you need urgent medical help, go to the emergency department of the nearest hospital or call 911. It is free to call 911. All emergency medical services are free in hospitals, although you might have to pay for ambulance services if they are required.

Immunization and Other Health Documentation

Children in Canada are vaccinated against serious diseases beginning when they are newborns. Vaccinations help to fight serious infections or diseases. In Canada, immunization or vaccination records are required for children to enroll in school. When you travel to Canada, bring official documentation stating what vaccinations you and your family have already received. If you or your child has not been immunized against preventable diseases, contact your doctor or local public health clinic immediately.

For further information offered by public health, please visit:

[Halton Region](#)

[Peel Region](#)

BANKING AND PERSONAL FINANCE

There are several types of financial institutions to choose from including banks, trust companies and credit unions. All financial institutions provide information about their services and offer similar quality services such as online banking and automated banking (or Teller) machines (ABM, ATM). You will need to open an account in Canada in order to receive your salary as Sheridan pays via direct deposit.

You may open a bank account at a Canadian financial institution by going directly to a local branch. You will need to provide two forms of identification and will be asked to provide your Social insurance Number (SIN).

Additional information can be found at the [Financial Consumer Agency of Canada](#)

For more information on Canadian Chartered Banks visit the [Canadian Bankers Association](#)

Links to the five major Canadian banking institutions are listed below:

[Canadian Imperial Bank of Commerce \(CIBC\)](#)

[Scotiabank](#)

[Bank of Montreal \(BMO\)](#)

[TD Canada Trust](#)

[Royal Bank of Canada \(RBC\)](#)

Pay Deductions

In Canada, there are automatic deductions on most pay cheques. A deduction is an amount of money withheld from your pay by your employer. These deductions go towards:

- Federal and Provincial Income taxes
- Canada Pension Plan (CPP)
- Employment Insurance
- Union dues (if applicable)
- Contributions to a retirement or pension plan
- Any other necessary or agreed upon deductions between you and your employer

Gross income is the total amount of money that you earn before deductions. Net income (or take-home pay) is the amount of money you receive after the deductions are taken.

Sales Taxes

In Canada it is common to add sales taxes to the price of goods and services. Common goods and services taxes include:

Harmonized Sales Tax (HST)

HST is a combined Government of Canada and Provincial sales tax of 13% added to the price of goods and services.

Applying for the HST Credit

The HST is a tax that you pay on most goods and services sold or provided in Canada. The HST credit helps individuals and families with low or modest incomes off-set all or part of the HST they pay. It is administered by the [Canada Revenue Agency \(CRA\)](#).

You are eligible for this credit if, you are a resident of Canada for income tax purposes in the month prior to and at the beginning of the month in which the HST credit is issued and at least one of the following applies:

- You are 19 years of age or older before the month in which the CRA issues a quarterly payment
- You have (or previously had) a spouse or common-law partner
- You are (or previously were) a parent and live (or previously lived) with your child

For more information on the HST credit and how to apply, [click here](#).

Income tax

Income taxes are used by governments to provide services, such as roads, schools and health care. All residents of Canada are subject to income tax. Each year, you must submit an Income Tax and Benefit Return to inform the government how much money you earned and how much tax you paid. Taxes are deducted automatically from most of the income you receive. If you paid too much, you will receive a refund. If you did not pay enough, you will have to repay.

Filing an income tax return is extremely important. You will need to file one each year to qualify for various government benefits, such as the Canada Child Benefit

(CCB) and the HST Benefit. You can obtain the forms for the federal income tax return from any post office or CRA tax services office or online by clicking [here](#).

The CRA has the following [information](#) to introduce you to the Canadian tax system and to help you complete your first income tax and benefit return as a resident of Canada.

It applies only for the first tax year that you are a new resident of Canada for income tax purposes. After your first tax year in Canada, you are no longer considered a newcomer for income tax purposes.

Click [here](#) for additional/general Tax information.

CHILD CARE, CHILDREN'S SERVICES AND SCHOOLS

Child Care

There are two basic kinds of child care in Ontario; licensed and unlicensed. Daycare centers are licensed, while home-based daycares can either be licensed or unlicensed. Being licensed means that the provider is subject to oversight, which does not necessarily guarantee better care than in an unlicensed daycare.

Daycare centers are regulated and licensed by the [Ministry of Education](#), which means they must meet clearly defined government standards. Regulations include: specific qualifications for staff, having a fire escape plan, a menu plan that meets nutrition guidelines, adequate space for play, sleeping, and eating, safety requirements for baby-proofing, a plan for outdoor activity and mandatory visits from a Ministry of Education staff member.

Click here to view the [Ontario Child Care and Early Years Act](#).

There is limited availability of licensed childcare spaces and waitlists are common.

Further information regarding child care legislation and options can be found on the [Ministry of Children and Youth Services](#) site.

Programs and services for children are also provided by the regional governments of Halton (Oakville, Burlington, Milton and Halton Hills) and Peel (Brampton, Mississauga and Caledon). Information about child care, child care subsidies, programs, daycare licensing and programs for children with special needs is available at each of the regional government offices.

[Halton Region](#)

1151 Bronte Road
Oakville, Ontario, L6M 3L1

Phone: 905-825-6000

Toll Free: 1-866-442-5866

Email: access@halton.ca

Business Hours: Monday - Friday 8 a.m. to 5 p.m.

[Peel Region](#)

10 Peel Centre Drive, Suite A and B
Brampton, ON L6T 4B9

Phone: 905-791-7800

Toll-free: 1-888-919-7800

E-mail: [Info @ Peel](mailto:Info@Peel)

Business Hours: Monday - Friday 8 a.m. to 5 p.m.

Specific information regarding children's services can be found at: [Municipality of Halton](#) and [Region of Peel](#).

Sheridan owns and operates child care centres at the Trafalgar Campus in Oakville and the Mississauga Civic Centre. Sheridan's Early Childhood Centres are committed to providing excellence in the care and education of young children. Our programs provide opportunities for the optimal growth of children in all areas of social, emotional, physical and intellectual development. Please visit [Sheridan Early Childhood Centres](#) for more information.

Children's Services

The [Ontario Ministry of Children and Youth Services](#) works with the government and community partners to develop and implement policies, programs and a service system to give children the best possible start in life, prepare youth to become productive adults and make it easier for families to access the services they need at all stages of a child's development.

Schools

There are four publicly-funded school systems in Ontario.

The Ontario Ministry of Education administers the system of publicly funded elementary and secondary school education in Ontario. Publicly funded schools include:

- English Public
- English Catholic
- French language Public
- French language Catholic

For more information, including schools in your area, please visit the [Ontario Ministry of Education](#).

Private or independent schools also offer elementary and secondary education. These schools are not publicly funded and students are usually required to pay tuition in order to attend. Private schools may center on religion, language or specific approaches to teaching.

Canada Child Benefit (CCB)

The Canada child benefit (CCB) is a tax-free monthly payment made to eligible families to help them with the cost of raising children under 18 years of age. The

CCB might include the [child disability benefit](#) and any related [provincial and territorial programs](#).

The [Canada Revenue Agency](#) (CRA) uses information from your income tax and benefit return to calculate your CCB payments. To get the CCB, you have to file your return every year, even if you did not have income. If you have a spouse or common-law partner, they also have to file a return every year.

Benefits are paid over a 12-month period from July of one year to June of the next year. Your benefit payments will be recalculated every July based on information from your income tax and benefit return from the previous year.

For information on how to apply for the CCB, click [here](#).

HOUSING

Prior to settling in Canada you may require short term accommodations. There are several kinds of short-term housing options available. This can be a good option if you plan to rent or buy a home but need some time to look around first.

Short-term housing options:

[Bed and Breakfast](#) – is usually operated out of a large single-family home. Usually, you have a private bedroom, with or without your own bathroom. You do not have access to kitchen facilities.

[Sheridan Residence](#) – suite style at the Trafalgar (Oakville) and Davis (Brampton) campuses.

[Airbnb](#) - a company which operates an online marketplace and hospitality service for people to lease or rent short-term lodging including holiday cottages, apartments, homestays, hostel beds, or hotel rooms.

Hotels also offer short-term accommodations that you may wish to consider.

Long-Term Housing Options:

Renting a Room, Apartment or Condominium (Condo)

Rental costs vary across cities and across Canada, however, costs are typically lower outside large cities. You can expect to pay between approximately \$500 per month for a room to \$2,800 per month for a luxury condo. While some housing can be rented by the month, most rental arrangements require a full year lease. Always read the lease agreement over carefully before signing. Ask someone in your community or someone from an immigrant-serving organization for information about housing. They will be able to also explain the legal terms used in leases.

Buying a House

To purchase a house, you will likely need to get a mortgage, which is a long-term loan provided by banks and other financial institutions. The institution will request information related to your income, assets/debts, credit rating, etc. to determine if you can be approved for the loan. You will likely be required to pay a certain percentage of the cost of the house from your own money.

In addition to your mortgage payments, you will also be required to pay property taxes and household insurance. If you plan to purchase a condo, you will also need to consider maintenance fees. There are also other hidden costs which you must be aware of and these may include the following: agent fees, lawyer or notary fees, registration fees, various home buyer taxes, cost

of maintaining heat, hydro, water, sewer, and so on. Make sure you know what your costs will be prior to making a purchase.

For more information on mortgages, [click here](#).

NOTE: In Canada, you can expect to spend approximately 40% to 50% of your income on housing. This should include the cost of utilities (electricity, heating, water, etc.). Housing for rent can most readily be available online.

The [Canada Mortgage and Housing Corporation](#) site offers useful information related to [buying a home](#) and [renting a home](#).

To attain specific information for new comers who wish to purchase their first home in Canada, [click here](#).

One of the best sources of information is your local immigrant-serving organization. You might also wish to consult the provincial or municipal department responsible for housing.

TRANSPORTATION

There are a vast amount of options for transportation in the Greater Toronto Area (GTA).

Public Transportation

There are several different options for public transportation listed below. The hours of operation and cost for public transit vary. Check the schedule of your local public transit for exact times and for information about where buses, trains and subways can take you.

- Buses: [Oakville Transit](#)
- Buses: [Brampton Transit](#)
- Trains – [Via Rail](#) and/or [Go Transit](#)
- Local Taxi
- Airport Taxi/Limousine
- Airport Shuttles
- Subway – [Toronto Transit Commission \(TTC\)](#)

Out-of-Town Airport Shuttle Services

Toronto Pearson Airport supports an extensive list of out-of-town bus and shuttle operators. Visit an information counter at the airport to attain specific information.

[Airways Transit](#)

Areas Served: To/from Lester B. Pearson International Airport (YYZ), Hamilton International Airport (YHM) and Region of Waterloo International Airport (YKF): Greater Hamilton-Wentworth Region (including Ancaster, Hamilton, Dundas, Stoney Creek, Flamborough and surrounding areas), Burlington, Oakville and Milton.

Coach Canada

Please refer to the [Coach Canada](#) website for destinations served.

Greyhound Canada

Please refer to the [Greyhound Canada](#) website for destinations served.

Taxis, Limousines and Car Rentals

The Greater Toronto Airport Authority (GTAA) licenses taxis and limousines to serve Toronto Pearson, ensuring that vehicles meet specific safety requirements

and that passengers are guaranteed fair and consistent rates. Rates are pre-determined based on the time and distance to your destination within the Greater Toronto Area (GTA). For current rates and information on ground transportation, visit the [Toronto Pearson Airport](#) website.

Pre-booking is not required for passengers leaving the airport. Taxis and limos are always available at the Arrivals Level of each terminal.

The GTAA offers a convenient waiting area for passengers requiring special assistance.

Buying or Leasing a Car

You can either buy or lease a vehicle. Make sure you consider all of the costs before you decide to buy or lease a car. When you own a car you will have to pay for the car's maintenance, gas, monthly loan payments, registration and insurance. When you lease a car you will sign a contract to have the car for a set period of time and costs will be similar to those associated with owning a car.

NOTE: It is the law that all cars must be insured and registered with the provincial or territorial motor vehicle licensing agency where you live. Car insurance can be expensive, but it protects you and other drivers in case of an accident. In most provinces, you can obtain more information by contacting the [Insurance Bureau of Canada](#).

Bringing your own Vehicle from Abroad

If you plan to import a vehicle into Canada, you should be aware that it has to comply with Canadian import laws. The vehicle must meet the requirements of the Canada Border Services Agency (CBSA) and Transport Canada before it can be imported. For more information visit: [CBSA](#) and [Transport Canada](#).

Getting a Driver's Licence

You will need a valid driver's licence to drive a car in Canada, and these are issued by the Ministry of Transportation (MTO). You must be at least 16 years old and have a valid Ontario driver's licence to drive in the province.

When you move to Ontario, you can use a valid licence from another province, state or country for **60 days**. After 60 days, you need to switch to an Ontario driver's licence.

To find out more about obtaining your licence and the cost involved, visit the [MTO](#).

Driving lessons are available from private companies, for a fee. You may want to have a few lessons before you take your test.

[Click here](#) for a list of government-approved driving schools.

NOTE: It is a legal requirement to carry your driver's licence with you whenever you drive. You should also carry your car registration, insurance and vehicle permit with you.

Speed Limits

- Speed limits are posted in kilometres per hour (km/h) and inform drivers the safest speed in which to drive
- If you are caught going over the speed limit, you could be issued a ticket which will cost you money and/or affect your driving record
- Tickets for speeding could increase your insurance costs
- If you are driving at night or during poor weather, you must reduce your speed

Approximate speed limits across Canada are:

- 100 km/h on major highways 80 km/h on secondary highways
- 60 km/h on busy city roads
- 50 km/h on residential streets or highways passing through small towns
- 40 km/h near schools and playgrounds

Safety Laws

It is the law in Canada for drivers and passengers to wear seatbelts at all times. You can be fined for not wearing a seatbelt. In some areas, the fine will affect your driving record and possibly increase your insurance costs.

By law, drivers are responsible for ensuring passengers less than 16 years of age are secured properly. It is mandatory for anyone transporting children to make sure they are properly secured in a child car seat, booster seat or seatbelt.

In addition, drivers are prohibited from operating any hand-held devices while driving.

For more safety information, [click here](#).

GENERAL INFORMATION

We have provided general information to assist with your immigration to Canada. This information will be valuable in ensuring a smooth transition.

Documents you may need in Canada include:

- Birth certificates and baptismal certificates
- Marriage certificates
- Adoption, separation or divorce papers
- School records, diplomas or degrees for each family member traveling with you
- Trade or professional certificates and licenses
- Letters of reference from former employers
- A list of your educational and professional qualifications and job experience (for your resume)
- Immunization, vaccination, dental and other health records for each family member
- Driver's license, including an International Driver's Permit, and a reference from your auto insurance company
- Photocopies of all essential and important documents, in case the originals get lost (be sure to keep the photocopies in a separate place from the originals)
- Car registration documents (if you are importing a motor vehicle into Canada)

Credential Assessment

The Canadian government offers information about foreign credential recognition and assessment through the [Foreign Credentials Referral Office \(FCRO\)](#).

You can also contact the [Canadian Information Centre for International Credentials](#), or other international credentials evaluation services such as:

[World Education Services \(WES\)](#)

[Comparative Education Services \(CES\) \(University of Toronto\)](#)

[International Credential Assessment Services \(ICAS\)](#)

Bringing Your Pet to Canada

Under the National Animal Health Program, the [Canadian Food Inspection Agency \(CFIA\)](#) establishes import requirements for all animals and animal products entering Canada-including domestic pets and non-traditional pets.

The CFIA has prepared basic guidelines for frequently imported pets. Before importing any animal, you should visit the [CFIA](#) for additional information.

For further information, contact the [Canada Border Services Agency \(CBSA\)](#) and the [Border Information Service \(BIS\)](#).

Telephone Services

Many Canadian homes have telephones.

Telephone companies offer landline phone services with traditional, analog phone connections as a standalone service. You pay a basic rate each month for telephone service and this cost typically covers all local calls. Standard rates do not usually cover long distance calls made to telephone numbers outside your local area and additional charges would apply. In addition, phone, TV and internet bundles from these same companies can create extra savings when bundled with landlines and other services.

Your rates will vary according to the service provider you choose.

The use of cellular (mobile) phone is also very common, in lieu of a home phone.

Yellow Pages

The [Yellow Pages](#) is a telephone directory listing businesses and other organizations according to the goods or services they offer and can be accessed through the Internet. Typical functionalities of the online yellow pages includes the alphabetical listings of businesses and search functionality of the business database by name, business or location. It offers comprehensive business information such as vicinity maps company profiles, product information and more.

White Pages

The [White Pages](#) is a telephone directory that lists residential, business, schools and other institutions.

Blue Pages

The [Blue Pages](#) is a telephone directory listing of government agencies, federal government and other official entities, along with specific offices, departments or bureaus located wherein.

Directory Assistance

If you cannot find a number in the telephone directory, you can dial Directory Assistance at 411 or 0 to speak to an operator. There is a charge for using this service. This information is also available online at [Canada 411](#) free of charge.

Cellular (Mobile) Telephones

There are many companies providing cellular/mobile phone services. Fees and types of services can vary widely. Some services may seem inexpensive due to hidden costs. You are advised to shop carefully when purchasing a phone service to compare what each company has to offer.

Telephone Services for People with Special Needs

Many telephone companies in Canada provide special telephone equipment for people with special needs related to hearing, speech, vision and/or physical disabilities.

Contact your local telephone company to get more information on the kinds of services and equipment available.

CHECKLISTS

Upon arriving to Canada:

- You must have enough money to support yourself and your dependents for six (6) months. You will be required to show that you have enough money for this purpose at the time of your arrival
- Exchange your money for Canadian currency
- Fill out the forms for a Social Insurance Number (SIN) card and a health insurance card
- Find temporary accommodation
- Carry identification (ID) with you at all times
- Apply for private Health Insurance
- Get a map of your area and find out about transportation services
- Contact an immigrant-serving organization in your community

In first few months:

- Find permanent housing
- Register your children in school
- Find a family doctor/dentist
- Have your children immunized
- Open a bank account
- Have a telephone installed
- Make friends
- Register for language classes at Sheridan in the Language Instruction for Newcomers (LINC) program. For more information on the program, click [here](#).
- Apply for the Canada Child Benefit (CCB)
- Apply for the HST Credit

In first year:

- Understand your rights and responsibilities under Canadian law
- Get a valid driver's licence
- Practice and improve your language skills

- Register for adult continuing education classes
- Take time to relax and participate in community activities
- Consider [applying to become a Canadian citizen](#)

Prepare for Life in Canada - General Information

For more information on finding a job, getting your educational credentials assessed, learning English and French and what to expect when you get to Canada, financially, socially and culturally, click [here](#).

ACRONYMS

ABM/ATM: Automated Banking Machine/ Automated Teller Machine

BIS: Border Information Service

CBSA: Canada Border Services Agency

CPP: Canada Pension Plan

CRA: Canada Revenue Agency

CIC: Citizenship and Immigration Canada

GTA: Greater Toronto Area

GTAA: Greater Toronto Airport Authority

HST: Harmonized Sales Tax

LMIA: Labour Market Impact Assessment

MTO: Ministry of Transportation

OHIP: Ontario Health Insurance Plan

PR Card: Permanent Resident Card

QUICK GENERAL RESOURCE GUIDE

Please refer to the following list of online resources to assist you with relocating to the Halton/Peel Region from outside of Canada.

Immigration

[Settlement Org: Welcome to Ontario](#)

[Ontario Immigration – Guiding Newcomers to Ontario](#)

[Obtaining a SIN](#)

[Citizenship and Immigration Canada](#)

[Canada Border Services Agency](#)

HealthCare

[Obtain an OHIP Card](#)

[Community Health Services](#)

[Find a Doctor](#)

[Telehealth Ontario](#)

To receive general health information and advice from a Registered Nurse, call 1-866-797-0000

[Find a Dentist](#)

Financial/Banking Institutions

[Canada Revenue Agency](#)

[Canadian Imperial Bank of Commerce \(CIBC\)](#)

[Scotiabank](#)

[Bank of Montreal \(BMO\)](#)

[TD Canada Trust](#)

[Royal Bank of Canada \(RBC\)](#)

Services for Spouses, Children and Families

[Halton Health: Children's Services](#)

[Peel Health: Child Care Subsidy and Early Years Support](#)

Housing/Lodging

[The Canadian Real Estate Association - Real Estate openings](#)

[Canada Mortgage and Housing Corporation](#)

Rental Information

<http://www.rentershotline.ca>

<http://www.rentersnews.ca>

[Bed and Breakfast](#)

[Sheridan Residence](#)

Transportation

[Oakville Transit](#)

[Brampton Transit](#)

Trains

[VIA Rail](#)

[Go Transit](#)

Subway

[Toronto Transit Commission \(TTC\)](#)

[Ministry of Transportation](#)

[Safe and Secure MTO Travel](#)

Sheridan College Information

[Sheridan College](#)

[About Human Resources](#)

[Sheridan Athletics and Recreation](#)

[Library Services](#)

Credential Evaluation

[World Education Services \(WES\)](#)

[Comparative Education Services \(University of Toronto\)](#)

[International Credential Assessment Services \(ICAS\)](#)

Other

[National Occupational Classification](#)