

International Graduate Entrepreneur (IGE) Stream Application Guide

Nova Scotia Nominee Program

International Graduate Entrepreneur (IGE) Stream Guide
Nova Scotia Nominee Program

liveinnovascotia.com

Contents

Thank you for choosing Nova Scotia!	4
Is the IGE stream right for you?	5
What you need to know before you apply	8
Starting a new business.	9
Buying an existing business	9
You may need a licence or permit to operate your business ...	9
Costs.	10
You are responsible for your application	10
You may use a representative.	11
Misrepresentation disqualifies you for 5 years	12
There are no guarantees	12
Criteria may change; streams may close.	13
Decisions are final; there are no appeals.	13
We may withdraw your nomination	13
You may withdraw your application	13
Gather the documents you need	14
Documents in languages other than English or French.	15
Forms you must complete and include in your application ...	15
Documents related to your business and finances	16
Documents related to your past work in Nova Scotia	19
Documents related to your education and training	21
Documents related to your ability to communicate in English or French	22
Documents about you and your family	24

How to apply	27
Step 1: Expression of Interest (EOI)	27
Step 2: Apply to the Nova Scotia Nominee Program:	
IGE stream	31
Step 3: Interview	33
Step 4: Apply for permanent residence	33
Document checklist.....	35
Questions?	42

Thank you for choosing Nova Scotia!

Read this guide carefully to find out how you can apply to the Nova Scotia Nominee Program: IGE stream.

The IGE stream is right for you if you meet these 3 criteria:

- You graduated from a 2-year program at a Nova Scotia university or Nova Scotia Community College (NSCC).
- You worked for at least one year in a Nova Scotia business that you either started or bought.
- You plan to settle in Nova Scotia **and** continue to take part in the day-to-day operation of your business.

If you are approved through the IGE stream, you, your spouse, and your dependents may apply to the Government of Canada for permanent residence.

Note: For the purposes of this guide, the word “spouse” refers to the following:

- someone to whom you are legally married and have a marriage certificate
- a common-law partner of at least one year

The word “dependent” refers to the following:

- spouse
- children who are less than 22 years old **and** do **not** have a spouse
- sons and daughters who are older than 22 **and** cannot support themselves because of a physical or mental condition

The word “children” applies to biological children and adopted children.

Important! You must operate a business in Nova Scotia on a valid post-graduation work permit for at least one full year before you can apply to the IGE stream.

This stream is part of an economic immigration program. You may **not** use it to immigrate to Canada for any of these reasons:

- to reunite family members
- humanitarian or compassionate reasons
- as a Protected Person

Is the IGE stream right for you?

The IGE stream is **only** for international graduates who plan to settle in Nova Scotia and take part in the day-to-day running of their business. Read the following 2 columns carefully to see if the IGE stream is right for you.

The IGE stream may be right for you	The IGE stream is not right for you
The IGE stream may be right for you if you meet all the criteria listed below.	Do not apply to the IGE stream if even one of the statements below applies to you .
<input type="checkbox"/> You are at least 21 years old.	<input type="checkbox"/> You have claimed refugee status in Canada.
<input type="checkbox"/> You plan to live permanently in Nova Scotia.	<input type="checkbox"/> You are not legally allowed to live where you are currently living.
<input type="checkbox"/> You graduated from a recognized university in Nova Scotia or Nova Scotia Community College (NSCC).	<input type="checkbox"/> You have received a removal order from IRCC or the Canada Border Services Agency (CBSA)
<input type="checkbox"/> You graduated after at least 2 years of full-time study. Full-time means at least 15 hours a week.	<input type="checkbox"/> You are not allowed to enter Canada.
<input type="checkbox"/> You lived in Nova Scotia during your studies.	<input type="checkbox"/> You are a passive investor. That is, you plan to invest in a Nova Scotia business but will not take part in the day-to-day operation of the business.
<input type="checkbox"/> You have a valid post-graduation work permit when you apply to this stream.	<input type="checkbox"/> You do not have status in any country. You may apply once you have status.
<input type="checkbox"/> You started your business as a career objective, not as a way to immigrate to Canada.	
<input type="checkbox"/> You owned and operated your business for at least one full year before applying to this stream.	
<input type="checkbox"/> You own at least 1/3 of the equity of the business.	
<input type="checkbox"/> You take part in the day-to-day operation of your business.	

The IGE stream may be right for you
The IGE stream may be right for you if you meet all the criteria listed below.
<input type="checkbox"/> You receive a salary from your business that at least meets the <u>low income cut-off as defined by Statistics Canada.</u>
<input type="checkbox"/> You operate your business from within Nova Scotia.
<input type="checkbox"/> You meet the language requirements <u>set out in this guide.</u>

The IGE stream may be right for your business	The IGE stream is not right for your business
The IGE stream may be right for your business if it meets all the criteria listed below.	Do not apply to this stream if even one of the statements below applies to your business .
<input type="checkbox"/> It earns enough profit to allow you to support yourself in Nova Scotia.	<input type="checkbox"/> Your business operates outside Nova Scotia.
<input type="checkbox"/> It meets the <u>legal requirements</u> where it operates.	<input type="checkbox"/> Your business is one of the following: <ul style="list-style-type: none"> • property rental, investment, or leasing • real estate brokerage • insurance brokerage • business brokerage • pay day loan, cheque cashing, money changing, or cash machines • pawn broker • credit union • home-based business* • co-operative • passive investment • pornography or sexually explicit images • a business that pays employees by commission only • a business that would bring the province of Nova Scotia into disrepute
<input type="checkbox"/> It is a for-profit business that sells goods or services.	
<input type="checkbox"/> It has the potential to benefit the Nova Scotia economy. For example: <ul style="list-style-type: none"> • It develops innovative approaches to traditional business. • It brings new technology or specialized knowledge to Nova Scotia. • It brings products or services to an under-served market. 	
<input type="checkbox"/> It has a fixed address and pays the appropriate income tax‡.	
	<input type="checkbox"/> You do not have the required licences or permits to operate your business.

* Your business may qualify for this stream if you can show it will benefit the Province of Nova Scotia.

‡ For more information, see the Canadian Income Tax Regulations 1985 subsection 400(2).

What you need to know **before** you apply

We choose applicants based on 4 things.

- a points system. See *Points Grid* in this guide for how we award points.
- the number of applications we receive
- the needs of our labour market
- the quality of your application

The application has 4 steps and involves 2 levels of government, provincial and federal. These steps are described in *How to apply* in this guide.

There are 2 categories within the IGE stream:

- starting a new business
- buying an existing business

Note: You must buy at least one-third (1/3) of an existing business. The same owner must have run the business for all of the previous 5 years. You get points for buying a business.

Starting a new business

When you start your business, you must employ at least one person in a permanent full-time position **or** part-time employees whose work hours add up to full time. Your employees must do work that is directly related to your business and different from the work that you do.

Permanent means the employee works all year. The job is **not** seasonal.

Full time means that your employee's work hours add up to at least 1,560 hours. One employee can work all these hours **or** part-time employees may share these hours.

Your employees must meet these 3 criteria:

- They are Canadian citizens or permanent residents.
- They are not related to you.
- They are working at your business when you apply to the IGE stream.

You must pay your employees a wage that is similar to that paid to other employees in the same field and the same area as your business. For a list of jobs and their wages, see [Job Bank on the Government of Canada website](#).

Buying an existing business

You and the business you are buying must meet these 3 criteria:

- The same owner must have run the business continuously for the 5 years just before you bought it.
- You must show that you and the previous business owner agree on a fair market value for the business.
- You must offer your new employees similar wages and employment conditions as was paid to the current staff by the previous owner.

You may need a licence or permit to operate your business

To find out which licences and permits you need, see [What Licences and Permits might I need?](#)

Costs

The Province does not charge fees for your application. However, you will have to pay the following costs and fees:

- fees charged by a representative should you choose to hire one
- fees to obtain required credentials
- translation costs if your required documents are in neither English nor French
- fees charged for English or French language testing
- fees for preparing the Review Engagement and Special Purpose report

There is a fee for the federal portion of the application. For current fees, see the [fee list on the IRCC website](#).

You are responsible for your application

It is up to you to provide **all** the documents we ask for. This includes those that you get from your spouse, other family members, or other people. You must also ensure that **all** documents are valid when you send us your application for this stream **and** when you apply for permanent residence. If you are missing documents or any document is invalid, we will close your file. See [Gather the documents you need](#) in this guide.

Important! You must tell us about any changes **before** you receive confirmation of permanent residence. These are some examples of changes you must tell us about:

- a change in marital status for example, you got married or divorced
- changes to your family, for example, you had a baby or adopted a child
- a change in where you live
- changes to your contact information

You may use a representative

There are 2 kinds of representatives: paid and unpaid. Both can help you to complete your application. When you appoint a representative, you do 2 things:

- You authorize us to share information about your application with them.
- You authorize them to act on your behalf.

Unpaid representatives

As the name suggests, unpaid representatives do not charge for their services. Your representative could be a family member, a friend, or someone else.

Paid representatives

Paid representatives charge a fee for their services. If you are using a paid immigration representative, they must be authorized. Authorized representatives must be **one** of the following:

- An immigration consultant who is a member in good standing with the College of Immigration and Citizenship Consultants (CICC). Visit the [CICC website](#).
- A lawyer or paralegal who is a member in good standing of a Canadian law society, barristers' society, or *barreau*, or a law student under the supervision of a recognized lawyer. Visit the [Federation of Law Societies of Canada website](#) for links to law societies across Canada.
- A notary public who is a member in good standing of the *Chambre des notaires du Québec* or a law student under their supervision. Visit the [Chambre website](#).

You don't need to use a representative to complete your application. If you choose to use a representative – paid or unpaid – they must complete an [NSNP 50 – Use of a Representative form](#). You must send this with your application.

Warning! We strongly recommend that if you choose to hire a representative, you choose one from the categories listed above. We do **not** deal with unauthorized representatives. Also, if your representative is **not** authorized, you may **not** be able to hold them accountable if they make an error or give you bad advice.

Misrepresentation disqualifies you for 5 years

What is misrepresentation? Misrepresentation happens when you or someone else involved in your application does one of these things:

- gives false information about your qualifications for the stream
- leaves out information we need to assess your application

The people involved in your application include you, your business partners, your spouse and your dependents, and an immigration representative if you choose to use one.

Important! If we refuse your application on the basis of misrepresentation, you will **not** be allowed to apply to any immigration stream for 5 years.

There are no guarantees

Qualifying for the stream and sending us the application do **not** guarantee that we will process and assess your application.

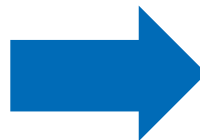
These are some of the criteria we use to decide if we will process your application:

- the needs of our labour market
- the number of applications we receive
- the quality of the application

We cannot guarantee that you will receive a work permit or permanent residence. IRCC has its own application process. They are the only ones who can issue these documents. Labour, Skills and Immigration (LSI) does **not** grant work permits or permanent residence.

Responsibilities of LSI

- assess Expressions of Interest (EOI)
- issue Invitations to Apply (ITA)
- assess IGE stream applications
- interview applicants
- issue nomination certificates



Responsibilities of IRCC

- assess applications for work permits
- issue work permits
- assess applications for permanent residence
- grant permanent resident status

Important! The letters of support and nomination certificate that we give you do **not** guarantee that IRCC will grant you a work permit or permanent residence.

Criteria may change; streams may close

From time to time, we may stop accepting applications for a particular stream. We call this “closing” or “suspending” the stream. If we close or suspend the IGE stream before we review your application, we may **not** consider it even if you sent it to us before we closed the stream.

There may be a delay between the time we get your application and when we can process it. During that time, criteria or forms may change. We will assess your application based on the criteria in place at that time. Check our [immigration website](#) regularly to stay up-to-date with all changes.

Decisions are final; there are no appeals

If we decide to close your file, our decision is final. There is no appeal process.

We may withdraw your nomination

We may withdraw your nomination at any time before you receive confirmation of permanent residence and before you arrive in Canada. We may do so for any of these reasons:

- You no longer meet our requirements for the IGE stream.
- The Government of Canada has advised us that some information in your application for permanent residence is false.
- IRCC finds that you, your spouse, or a dependent is not allowed to immigrate to Canada.

You may withdraw your application

You may withdraw your application without penalty at any time before you receive your nomination certificate.

You may **not** withdraw your application without penalty if we know or suspect that you have done one or both of these things:

- You failed to tell the truth in any part of your application.
- You left out important information in any part of your application.

Gather the documents you need

You will need a number of documents to complete your application. You will have to complete some of these documents yourself. You will have to get others from the following people and organizations:

- your spouse
- any dependents older than 18
- financial statement review service providers
- governments
- schools, colleges, and universities
- language testing organizations
- former employers

Important!

- All documents must be PDF files.
- Documents with images must be scanned in colour.
- Text-only documents may be scanned in black and white.
- The total size of all documents must be no more than 100 megabytes (MB).
- Each file name must be no more than 50 characters.
- Scanner resolution must be 300 dots per inch (dpi).

Warning! We may close your file if documents are missing, unsigned, unclear, or have been enhanced or edited.

Documents in languages other than English or French

Documents in languages other than English or French must be translated by a certified translator.

- Send us a copy of the original document **and** a copy of the certified translation.
- Send us proof from the translator of their certification.

Warning! These people are **not** allowed to translate your documents:

- members of your family
- anyone who works for the representative who is helping you with your application

If your documents are **not** translated by a certified translator, we may close your file.

Forms you must complete and include in your application

- eNSNP 100 – online application form
- NSNP 500 – describes your business*
- NSNP 50 – This form is optional. Use it only if a representative has helped you to complete your application. See *You may use a representative* in this guide.
- NSNP 60‡ – Authority to Release Personal Information. This form is optional. Use it only if you want us to send your application information to someone other than yourself or your representative.

* **Note:** You can earn points if your business focuses on exports.

‡ **Note:** The person you name on your NSNP 60 will have access to information about your application but they will **not** be able to act on your behalf.

Documents related to your business and finances

Review Engagement and Special Purpose Report

You must hire one of the Financial Statement Review Service Providers listed on [our website](#) to prepare this report. You must pay for this service.

You must give the Financial Statement Review Service Provider all the information and documents they ask for. Include your LSI file number.

The Review Engagement and Special Purpose Report will include the following information:

- if your business is likely to succeed over time
- recommendations that will help your business succeed
- any concerns the reviewer has about the financial statements you sent to them

The review may also examine these things:

- your finances
- your product
- the market into which you will introduce your business*
- whether your business can compete in the marketplace

* **Note:** You can get points if your business is located outside of the Halifax Regional Municipality (HRM).

Supporting business documents

You must also send us the following documents to support your application:

- incorporation documents
- business registration licence
- any licences you need to operate your business.
See [What Licences and Permits might I need?](#)
- income statements. These statements must show where you drew a salary or other income from the company.
- proof of registration with tax authorities
- title deed or lease agreement for the physical location of your business
- shareholders agreement if there is one
- shareholders registry if relevant
- record of share transfers if any
- share certificates
- signed franchise agreement if there is one
- detailed list of products and services
- statement of inventory with a related photo
- photos of the inside and outside of your business's physical location
- company brochure if there is one
- statements from the Canada Border Services Agency of any imported items

Supporting documents for buying a business

If you bought an existing Nova Scotia business, you must send us all the documents listed above **plus** the following:

- purchase and sale agreement
- notice of change of officers and directors
- up-to-date registration with the Nova Scotia Registry of Joint Stock Companies
- the business's financial statements from the previous 5 years
- proof that all employees have been paid for the previous year
- a list of current employees and the following:
 - their salaries
 - their benefits
 - the number of hours each works per week
 - each employee's status as full time or part time
 - letters that show that you have offered employment to the current employees and that they have accepted

Finally, you must send us proof that you and the previous business owner have agreed on a fair market value for the business.

Documents related to investment in your business

Send us the following documents to show how you have invested in your business:

- bank statements or other documents that show where the money to start your business came from
- a bank statement showing that you deposited the money to start your business into the business's bank account
- receipts for property that belongs to the business. These are some examples of property you should send us receipts for:
 - land
 - buildings
 - equipment
 - software
 - licences
 - franchise fees
 - leasehold improvements

Documents related to your past work in Nova Scotia

You can get points if you or your spouse has worked in Nova Scotia in the past. To earn these points for your spouse, they must plan to immigrate with you.

To get these points, you must show the following:

- Within the last 10 years, you have worked in Nova Scotia for at least 3 years.
- and
- Your job was classified in the National Occupational Classification (NOC) as TEER 0, 1, 2, or 3.
 - Your spouse held a valid work permit and worked full-time for at least one year.

Send us the following documents with your application as proof that you or your spouse worked in Nova Scotia:

- your resumé
- letters from employers offering you a job
- records of employment. You can get these from your previous employers or view them online.
- letters of reference from past employers for you and your spouse. See Letters of reference in this guide.
- a copy of your spouse's work permit or proof that your spouse was legally allowed to work in Canada
- copies of T4s for your spouse if they have them

Letters of reference

Letters must be **written on company letterhead** and they must be **stamped with the company's official seal** if it has one.

Letters of reference must also include **all** of the following:

- the company's full address, telephone and fax numbers, email and website addresses
- the name, title, and signature of a person in a position of authority
- the specific period of time that you worked for the company
- the positions you held while you worked for the company
- the length of time you were in each position
- your main responsibilities in each position including the number of employees you supervised
- your annual salary plus benefits in each position
- the number of hours you worked per week in each position
- the number of hours you worked in total in each position

Send the above list to each employer you and your spouse ask for a reference letter. This will help to ensure that they include all the information we need.

In addition, your letters of reference must include proof that your experience meets the duties described for occupations listed in the NOC 2021 TEER 0, 1, 2, or 3. That means that each employer must include the following in their letters of reference:

- that you did all the actions described in the lead statement of the NOC for your job
- that you did many of the main duties, including the essential duties set out in the NOC for your job

This does not apply to letters of reference for your spouse.

Documents related to your education and training

In addition to the requirement that you graduated from a 2-year program at a Nova Scotia university or NSCC, you can get points if your spouse finished a study program in Nova Scotia that meets these criteria:

- It was at least 2 years long.
- It was at a Nova Scotia high school, college, or university.
- There were at least 15 hours of instruction each week.

To prove that you and your spouse were educated in Nova Scotia, send us these documents with your application:

- academic transcripts for courses of study you completed successfully for you and your spouse
- copies of the credentials you and your spouse received. These include the following:
 - diplomas
 - certificates
 - degrees
- your spouse's study permit

Documents related to your ability to communicate in English or French

You must meet one of the following criteria:

- The criteria listed under Canadian Language Benchmarks (CLB) Level 7 or higher. The higher the level, the more points you will earn.
- The criteria listed under *Niveaux de compétence linguistique canadiens* (NCLC) **Level 7** or higher. The higher the level, the more points you will earn.

To show that you meet the above criteria, you must send us the results of one of these language tests even if your first language is English or French:

- International English Language Testing System (IELTS) General Training
- Canadian English Language Proficiency Index Program (CELPIP) General Test
- Pearson Test of English (PTE) Core
- *Test d'évaluation de français* (TEF) Canada
- *Test de connaissance du français* (TCF) Canada

This table shows the scores you need in each language test to meet the minimum language requirement for this stream.

Test	Reading	Writing	Listening	Speaking
IELTS	6	6	6	6
CELPIP	7	7	7	7
PTE	60	60	69	68
TEF	207	310	249	310
TCF	453	10	458	10

Warning! You must have had your language skills tested no more than **2 years** before the date that you completed your Expression of Interest (EOI). We do **not** accept test results dated more than 2 years before the date you completed your EOI. You may have to take these tests again if the results are more than 2 years old before IRCC processes your application for permanent residence.

Documents related to your spouse’s ability to communicate in English or French

To earn points for your spouse’s ability to communicate in English or French, your spouse must plan to immigrate with you **and** meet **one** of these 2 criteria:

- the criteria listed under Canadian Language Benchmarks (CLB) **Level 4** or higher
- the criteria listed under *Niveaux de compétence linguistique canadiens* (NCLC) **Level 4** or higher

You must send us the results of one of the same language tests listed earlier even if their first language is English or French.

This table shows the scores your spouse needs in each language test to meet the minimum language requirement for this stream.

Test	Reading	Writing	Listening	Speaking
IELTS	3.5	4	4.5	4
CELPIP	4	4	4	4
PTE	28	33	41	42
TEF	121	181	145	181
TCF	342	4	331	4

Warning! Your spouse must have their language skills tested no more than **2 years** before the date that you completed your Expression of Interest (EOI).

Documents about you and your family

Documents related to your immigration status

You must send us a copy of your post-graduation work permit or other document showing that you are legally allowed to live and work in Canada. In addition, send us the following documents that apply to you:

- **If you have applied to immigrate to Canada before**, include copies of every letter you have received from the Canadian government or any provincial or territorial government regarding each application.
- **If you have had temporary residence in Canada before**, include copies of every temporary residence visa you have had.

Passports

You, and everyone immigrating with you, must have a valid passport. The expiry date of all passports should be at least 2 years after the date that you sent us your Nova Scotia Nominee Program application for the IGE stream.

Send us copies of pages that show these things:

- the passport number
- the date of issue and expiry
- the photo of the passport holder
- the name of the passport holder as well as their date and place of birth
- any changes to the passport holder's name, date of birth, or other identifying information
- any changes to the passport's expiry date
- any visas or visits to Canada

Documents related to your spouse and children if they are immigrating with you

Send us the documents that apply to you:

- a copy of your marriage certificate
- a copy of a statutory declaration of a common-law union
- copies of birth certificates for dependent children
- copies of custody documents and permission for the children to come to Canada. You need these for all children who are younger than 19 years old.
- copies of adoption papers

Documents that show you and your family live in Nova Scotia

Send us copies of the following documents that show you and your family live in Nova Scotia.

- proof that you own or rent your Nova Scotia home such as a signed lease or mortgage agreement
- utility bills. These are bills for things like electricity, oil, gas, water, telephone, and internet. You may send us one page of each bill.
- Nova Scotia health cards for you, your spouse, and your children

Documents related to family living in Nova Scotia

You can get points if you or your spouse has a family member living in Nova Scotia. Your spouse's family member only counts if your spouse is immigrating with you. The family member must meet the following 4 criteria:

- They are 19 years old or older.
- They are a Canadian citizen or permanent resident.
- They have been living in Nova Scotia continuously for one year.
- They are one of the following:
 - parent
 - grandparent
 - brother or sister
 - aunt or uncle
 - niece or nephew

To claim points for this family member, you must send us 3 categories of documents:

- proof that you are related to the Nova Scotia family member
- proof of your family member's status in Canada
- proof that your family member lives in Nova Scotia

Proof that you are related to your Nova Scotia family member

These are the kinds of documents that show 2 people are related:

- birth certificates
- adoption certificates
- marriage certificates
- statutory declaration of a common-law union

For example, if your Nova Scotia family member is your aunt, your father's sister, then you need to send us copies of both your aunt's and your father's birth certificates. These will show they have at least one parent in common.

Proof of your family member's status in Canada

If your Nova Scotia family member is a permanent resident, send us a copy of **one** of these documents:

- their Record of Landing (IMM100)
- confirmation of their permanent residence
- their permanent resident card

If your Nova Scotia family member is a Canadian citizen, send us a copy of **one** of these documents:

- the photo page of their Canadian passport
- their Canadian citizenship card

Proof that your family member lives in Nova Scotia

These are the kinds of documents you need to send us to prove that your family member has lived in Nova Scotia continuously for at least one year. Provide copies only:

- proof that they own or rent their Nova Scotia home such as a lease or mortgage agreement
- their most recent Notice of Assessment from the Canada Revenue Agency (CRA)
- a letter from their employer
- utility bills. These are bills for things like electricity, oil, gas, water, telephone, and internet. You may send us one page of each bill.
- credit card bills or bank statements

Any documents you send us must meet these 2 criteria:

- They show your family member's name and full address in Nova Scotia.
- They are dated less than 6 months before the date you applied to the Nova Scotia Nominee Program: IGE stream.

How to apply

There are 4 steps to complete before you receive permanent residence. Each of these steps is described in this section. Completing a step does **not** guarantee that you will move on to the next step. You must complete each of these steps successfully to receive permanent residence:

1. Complete the Expression of Interest (EOI) online.
2. Apply to the Nova Scotia Nominee Program: IGE stream.
3. Take part in an interview with our staff.
4. Apply for permanent residence.

Step 1: Expression of Interest (EOI)

Preparing for and completing the Expression of Interest form

Do these things **before** you fill out the online Expression of Interest (EOI) form.

- Read the information on our website about the IGE stream.
- Read this guide carefully from start to finish.
- Review the table under the heading *Is the IGE stream right for you?* in this guide. This section tells you if you and your business qualify for this stream.
- Review the *Points Grid* in this guide. This section tells you how many points you will score.
- Make sure you understand all the information you read and review.

Important! You must complete the EOI form in one sitting. You cannot save it to continue later.

When you are ready, complete the EOI form online.

Make sure that all answers on your EOI are true and complete. We will close your file if we find one or both of the following:

- information that is not true
- you left out important information

Important! Completing the EOI form does **not** guarantee that you will go on to the next step. We will **not** contact you unless we choose you to go on to the next step.

How we choose who makes it to the next step

Our system calculates your score based on the information you gave us in your EOI form. We choose those with the highest scores first.

The following table shows you how we award points:

Points Grid

Section 1 • Business

Business Idea	Points
Export business	5
Business location	
Outside HRM	5
Start-up or buy and existing business?	
Buy an existing business	5

Section 2 • Past work in Nova Scotia

See [*Documents related to your past work in Nova Scotia*](#) in this guide.

Your past work in Nova Scotia	Points
3 to 5 years' experience at NOC 0, 1, 2, or 3	10
5 or more years' experience at NOC 0, 1, 2, or 3	15
Your spouse's past work in Nova Scotia	5

Section 3 • Education and training

Your level of education	Number of program years	Points
Completion of a diploma program at a Nova Scotia college or university	2	12
Completion of degree or diploma program at a Nova Scotia college or university	3 or more	15
2 or more college or university diplomas or degrees completed at a Nova Scotia institution	At least one must be a 3-year program	17
Master's degree from a Nova Scotia university.		22
Degree needed to enter a profession such as accounting, engineering, medicine, etc. Must have a licensing body in Nova Scotia and be at least a NOC TEER 1.		22
Doctorate (PhD) from a Nova Scotia university		25
Your spouse's level of education		
Completion of a 2-year program at a Nova Scotia high school, college, or university	2	5

Section 4 • Ability to communicate in English or French

See *Documents related to your ability to communicate in English or French* in this guide.

Your first official language	Level	Points
Canadian Language Benchmarks	7	20
	8	24
	9 or higher	28
Your second official language		
Canadian Language Benchmarks	5 or higher	7
Your spouse's ability in English or French		
Canadian Language Benchmarks	4 or higher	5

Section 5 • Personal information about you and your family

See *Documents about you and your family* in this guide.

Your age when you complete your EOI	Points
21 to 39	10
40 to 44	7
45 to 55	5
56 or older	0
Family living in Nova Scotia*	5

*See *Documents related to family living in Nova Scotia* in this guide.

We keep your EOI on file for one year

We keep your EOI for one year from the date we received it. If you have **not** been chosen in that time, and you still want to immigrate through the IGE stream, you can complete a new EOI form.

If you earn more points during the year following your EOI submission, you can complete a new EOI.

We send you an Invitation to Apply

If we choose you to go on to the next step, we will send you an Invitation to Apply to the Nova Scotia Nominee Program: IGE stream. Your EOI will be part of your application.

You must tell us if any of the information you included in your EOI has changed. If we find that information in your EOI is no longer true, and you did **not** tell us, we will close your file.

Important! Getting an Invitation to Apply does **not** guarantee that we will nominate you for permanent residence.

Step 2: Apply to the Nova Scotia Nominee Program: IGE stream

Once you get your Invitation to Apply from us, you will send us your application in stages. You must give us the information we ask for by the deadlines we set. If you miss a deadline, we will close your file. If you still want to apply to the IGE stream, you will have to start again.

Within **20 calendar days** of receiving your Invitation to Apply

- Choose a Financial Statement Review Service Provider from [the list on our website](#).
- Tell us who you have chosen as your Financial Statement Review Service Provider.

Within **90 calendar days** of receiving your Invitation to Apply

Complete the eNSNP 100 form online and send us the following documents:

- your completed [NSNP 500 form](#)
- all supporting documents. See [Gather the documents you need](#) in this guide. You must include **all** your dependents in your application even if some will **not** immigrate with you.
- your [Review Engagement and Special Purpose Report](#) in this guide.

Application assessment

We assess your application under the following conditions:

- We have **not** already reached the limit of the number of applications we can assess.
- Your application is complete.
- You and your business meet all the requirements for the IGE stream.

Once your application passes this initial assessment, we will do a more in-depth assessment of all the forms and documents you sent to us. We will look for 4 things:

- that the information you sent to us is true
- that you have included **all** the information we asked for
- that you and your business meet all the requirements for the IGE stream
- the number of points to award your application based on the *Points Grid* in this guide

Warning! If we find that you or your business do **not** meet our requirements for the IGE stream, we will close your file. You may complete a new EOI once you meet the criteria.

We cannot tell you how long it will take to assess your application. This depends on 2 things:

- the time it takes to verify the information in the different documents you sent us
- the number of applications we receive

Warning! We will close your file if we find that you or someone who helped you with your application has done one of these 2 things:

- given false information about your qualifications for the stream
- left out information we need to assess your application

If we close your file for these reasons, you will **not** be allowed to complete an EOI or apply to any immigration stream for the next 5 years. This decision is final. There is no appeal.

Step 3: Interview

If we find that you and your business meet all the requirements for the IGE stream, we will contact you for an interview and visit to your business. We usually interview you within 15 business days of contacting you.

Warning! If you do **not** take part in the interview within the time we have given you, we will close your file.

If you do **not** pass the interview, we will close your file. This decision is final. There is no appeal.

If you pass the interview, we will recommend you for nomination.

Please do **not** call us to ask if you will be nominated or not. We will send you a letter telling you our decision. If we nominate you, we will send you a nomination certificate.

Step 4: Apply for permanent residence

Before you apply for permanent residence, make sure the following statements are true:

- You continue to have legal status in Canada.
- You have a work permit that will remain valid while IRCC processes your application.

If you need a letter of support for a work permit, you must ask us for this at least **90 calendar days** before your current work permit expires.

You must apply to IRCC for permanent residence no more than **12 months** after you got your nomination certificate and you must pay the fees. Find out how to apply on the [IRCC website](#).

If you miss this deadline, we may send you a one-time extension of your nomination. This will give you more time to apply for permanent residence. There is no guarantee that we will do this. We do it on a case-by-case basis.

IRCC assesses your application

IRCC will assess your application. Their assessment includes any risk you may pose to Canada or Canadians. This includes risks to our safety, security, or to our healthcare system.

If you pass IRCC's assessment, they will send confirmation of permanent residence to you, your spouse, and your dependents. You must tell us about this no later than **30 business days** after the fact.

Our role in the process

The decision to grant permanent residence is IRCC's alone. We do **not** play any part in this decision.

However, we can withdraw your nomination **before** you get confirmation of permanent residence if one of the following statements is true:

- IRCC has told us that some of the information given when you applied for permanent residence is false or fraudulent.
- IRCC has told us that you, your spouse, or a dependent cannot immigrate to Canada for health, safety, or security reasons.
- IRCC has told us that you, your spouse, or a dependent has an invalid passport.

Important! You must tell us about any changes **even after** you receive confirmation of permanent residence. These are some examples of changes you must tell us about:

- a change in marital status, for example, you got married or divorced
- changes to your family, for example, you had a baby or adopted a child
- a change in where you live
- changes to your contact information

Document checklist

The following are the documents you need to include with your application to the Nova Scotia Nominee Program: IGE Stream. You complete this application only **after** you have received an Invitation to Apply from us. Check your documents against the list below. Be sure that you have all the documents we asked for in this guide. We may ask you for more information if we need it. We may also ask to interview you.

Check	Forms and supporting documents	Who must provide the document
NSNP forms		
<input type="checkbox"/>	eNSNP 100 – Online application See <i>Forms you must complete</i> .	• Applicant
<input type="checkbox"/>	NSNP 500 – Business information See <i>Forms you must complete</i> .	• Applicant
<input type="checkbox"/> / <input type="checkbox"/> n/a	NSNP 50 – Use of a Representative See <i>You may use a representative</i> .	• Applicant • Dependents aged 19 or older
<input type="checkbox"/> / <input type="checkbox"/> n/a	NSNP 60 – Authority to release personal information. See <i>Forms you must complete</i> .	• Applicant • Dependents aged 19 or older

Check	Forms and supporting documents	Who must provide the document
Documents related to your business See <i>Supporting business documents</i> .		
<input type="checkbox"/>	Review Engagement and Special Purpose Report See <i>Review Engagement and Special Purpose Report</i> .	• Applicant
<input type="checkbox"/>	Incorporation documents	• Applicant
<input type="checkbox"/>	Business registration licence	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Licences or permits you may need to operate your business	• Applicant
<input type="checkbox"/>	Income statements	• Applicant
<input type="checkbox"/>	Registration with the tax authorities	• Applicant
<input type="checkbox"/>	Title deed or lease agreement for the physical location of your business	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Shareholders' agreement	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Shareholders' registry	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Record of share transfers	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Share certificates	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Signed franchise agreement	• Applicant
<input type="checkbox"/>	Detailed list of products and services	• Applicant
<input type="checkbox"/>	Statement of inventory with a related photo	• Applicant
<input type="checkbox"/>	Photos of your business	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Company brochure	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Statements from the Canada Border Services Agency (CBSA)	• Applicant

Check	Forms and supporting documents	Who must provide the document
Documents related to buying a business See <i>Supporting documents for buying a business</i> .		
<input type="checkbox"/>	Proof of a fair market value for the business	• Applicant
<input type="checkbox"/>	Purchase and sale agreement	• Applicant
<input type="checkbox"/>	Notice of change of officers and directors	• Applicant
<input type="checkbox"/>	Up-to-date registration with the Nova Scotia Registry of Joint Stock Companies	• Applicant
<input type="checkbox"/>	Financial statements	• Applicant
<input type="checkbox"/>	Information about current employees	• Applicant
<input type="checkbox"/>	Letter of acceptance from employees to whom you have offered jobs	• Applicant
Documents related to investment in your business See <i>Documents related to investment in your business</i> .		
<input type="checkbox"/>	Bank statements	• Applicant
<input type="checkbox"/>	Receipts for property that belongs to the business	• Applicant
Documents related to past work experience See <i>Documents related to your past work in Nova Scotia</i> .		
<input type="checkbox"/> / <input type="checkbox"/> n/a	Resumé	• Applicant
<input type="checkbox"/> / <input type="checkbox"/> n/a	Letters from employers	• Applicant
<input type="checkbox"/> / <input type="checkbox"/> n/a	Records of employment	• Applicant
<input type="checkbox"/> / <input type="checkbox"/> n/a	Letters of reference	• Applicant • Spouse
<input type="checkbox"/> / <input type="checkbox"/> n/a	Work permit	• Spouse
<input type="checkbox"/> / <input type="checkbox"/> n/a	T4s	• Spouse

Check	Forms and supporting documents	Who must provide the document
Documents related to your education and training See <i>Documents related to your education and training</i> .		
<input type="checkbox"/>	Academic transcripts	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Academic transcripts	• Spouse
<input type="checkbox"/>	Nova Scotia diplomas, certificates, and degrees	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Nova Scotia diplomas, certificates, and degrees	• Spouse
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Study permit	• Spouse
Documents related to your ability to communicate in English or French See <i>Documents related to your ability to communicate in English or French</i> .		
<input type="checkbox"/>	Results from one of these language tests: <ul style="list-style-type: none"> • IELTS • CELPIP • PTE Core • TEF • TCF 	• Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Results from one of these language tests: <ul style="list-style-type: none"> • IELTS • CELPIP • PTE Core • TEF • TCF 	• Spouse

Check	Forms and supporting documents	Who must provide the document
Documents about you and your family		
<input type="checkbox"/>	Copy of post-graduation work permit See <u><i>Documents related to your immigration status.</i></u>	<ul style="list-style-type: none"> • Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Copies of letters from previous attempts to immigrate to Canada See <u><i>Documents related to your immigration status.</i></u>	<ul style="list-style-type: none"> • Applicant
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Copies of previous temporary residence permits See <u><i>Documents related to your immigration status.</i></u>	<ul style="list-style-type: none"> • Applicant
<input type="checkbox"/>	Copies of passports See <u><i>Passports, and Proof that you are related to your Nova Scotia family member.</i></u>	<ul style="list-style-type: none"> • Applicant • Spouse • Dependents • Family members living in Nova Scotia
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Copy of marriage certificate See <u><i>Documents related to your spouse and children, and Proof that you are related to your Nova Scotia family member.</i></u>	<ul style="list-style-type: none"> • Applicant • Family members living in Nova Scotia
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Copy of a statutory declaration of a common-law union See <u><i>Documents related to your spouse and children, and Proof that you are related to your Nova Scotia family member</i></u>	<ul style="list-style-type: none"> • Applicant • Family members living in Nova Scotia
<input checked="" type="checkbox"/> / <input type="checkbox"/> n/a	Copies of birth certificates See <u><i>Documents related to your spouse and children, and Proof that you are related to your Nova Scotia family member</i></u>	<ul style="list-style-type: none"> • Applicant • Spouse • Dependents • Family members living in Nova Scotia

Check	Forms and supporting documents	Who must provide the document
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copies of custody documents and permission to come to Canada See <u>Documents related to your spouse and children.</u>	<ul style="list-style-type: none"> • Applicant
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copies of adoption papers See <u>Documents related to your spouse and children, and Proof that you are related to your Nova Scotia family member</u>	<ul style="list-style-type: none"> • Applicant • Family members living in Nova Scotia
<input type="checkbox"/>	Proof that you own or rent your Nova Scotia home See <u>Documents that show you and your family live in Nova Scotia.</u>	<ul style="list-style-type: none"> • Applicant
<input type="checkbox"/> / <input type="checkbox"/> n/a	Proof that your family member owns or rents their Nova Scotia home See <u>Proof that your family member lives in Nova Scotia.</u>	<ul style="list-style-type: none"> • Family members living in Nova Scotia
<input type="checkbox"/>	Copy of utility bills See <u>Documents that show you and your family live in Nova Scotia.</u>	<ul style="list-style-type: none"> • Applicant
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copy of utility bills See <u>Proof that your family member lives in Nova Scotia.</u>	<ul style="list-style-type: none"> • Family members living in Nova Scotia
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copies of credit card bills or bank statements See <u>Proof that your family member lives in Nova Scotia.</u>	<ul style="list-style-type: none"> • Family members living in Nova Scotia
<input type="checkbox"/> / <input type="checkbox"/> n/a	Letters from employers See <u>Proof that your family member lives in Nova Scotia.</u>	<ul style="list-style-type: none"> • Family members living in Nova Scotia
<input type="checkbox"/>	Copies of Nova Scotia health cards See <u>Documents that show you and your family live in Nova Scotia.</u>	<ul style="list-style-type: none"> • Applicant • Spouse • Dependents
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copy of Record of Landing (IMM100) See <u>Proof of your family member's status in Canada.</u>	<ul style="list-style-type: none"> • Family members living in Nova Scotia

Check	Forms and supporting documents	Who must provide the document
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copy of Confirmation of Permanent Residence See <i><u>Proof of your family member's status in Canada.</u></i>	• Family members living in Nova Scotia
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copy of Permanent resident card See <i><u>Proof of your family member's status in Canada.</u></i>	• Family members living in Nova Scotia
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copy of Canadian citizenship card See <i><u>Proof of your family member's status in Canada.</u></i>	• Family members living in Nova Scotia
<input type="checkbox"/> / <input type="checkbox"/> n/a	Copy of most recent Notice of Assessment See <i><u>Proof of your family member's status in Canada.</u></i>	• Family members living in Nova Scotia

Questions?

Call (902) 424-5230 or toll free in Nova Scotia 1-877-292-9597

Email immigration@novascotia.ca

Write to **Labour, Skills and Immigration**
Immigration and Population Growth
PO Box 697
Halifax, NS B3J 2T8
CANADA

Visit online liveinnovascotia.com

Visit in person **Labour, Skills and Immigration**
Immigration and Population Growth
1505 Barrington Street, 4th Floor (Maritime Centre)
Halifax, NS B3J 3K5
CANADA

Find Nova Scotia Immigration on the following social media websites:

