Immigration, Refugees and Citizenship Canada | Immigration, Réfugiés et Citoyenneté Canada
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Archived: June 3, 2025 8:07:44 AM
From: Immigration Representatives / Représentants immigration (IRCC)
Sent: Thu, 3 Apr 2025 15:25:33
To:
Cc: Immigration Representatives / Représentants immigration (IRCC)
Subject: FW: REP-2025-0570 - Employment with a charitable organization - Eligibility - Due 18-03-2025
Importance: Normal
Sensitivity: None

Good day,

[redacted] **Representatives Mailbox.**

Please note that this mailbox is intended for general guidance and does not provide responses to case-specific inquiries but have provided the following information as guidance. If you have case specific questions about a file, you are encouraged to submit the IRCC Web form.

Please see our response to your question.

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The policy intent of Canadian Experience Class requires that the work performed demonstrates to the Officer that the applicant has entered the Canadian labour market, and a Canadian entity paid the applicant for their work. It must also be evident to the Officer that the work would be considered a business activity that is competitive in the Canadian marketplace, and that this position would normally have been filled by a Canadian citizen or permanent resident. Entry into the Canadian labour market is a necessary element of work experience that demonstrates ones "ability to become economically established in Canada" under R87.1(1) of the Immigration Refugee Protection Regulations.

The candidate is responsible for demonstrating to the Officer that they meet the program requirements, and the proof of work experience is provided to validate the experience declared in their Express Entry application.

As is listed in our operational instructions and guidelines, the following documents are mandatory for each work experience declared:

- a reference or experience letter from the employer, which
  - should be an official document printed on company letterhead (must include the applicant's name, the company's contact information [address, telephone number and email address], and the name, title and signature of the immediate supervisor or personnel officer at the company),
  - should indicate all positions held while employed at the company and must include the following details: job title, duties and responsibilities, job status (if current job), dates worked for the company, number of work hours per week and annual salary plus benefits.

\cbpat6This information is also listed on our website.

While a T4 or pay stubs are not mandatory documents to include as proof of Canadian work experience, the fact that the applicant does not have access to these documents may raise concerns with the Officer that the activity being claimed does not meet the definition of work as per R73 of the Immigration of the Immigration and Refugee Protection Regulations, and would therefore not be eligible for the purposes of the Canadian Experience Class.

Please be advised that the assessment of an application is based on a case-by-case basis; each application will be considered on its own merits, with a final decision based on a review of all the information available to the officer at the time of decision. The

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onus is always on the applicant to provide sufficient documentation to satisfy an officer that they meet the requirements.

We trust that this information will assist you.

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[redacted]

The Immigration Representatives Mailbox

From:
Sent: [redacted] 17, 2025 10:21 AM
To: Immigration Representatives / Représentants immigration (IRCC) <IRCC.ImmigrationRepresentatives-[redacted]
Subject: Employment with a charitable organization - Eligibility

Hello,

Question:

An applicant was employed at a charitable organization and neither received a pay stub nor a tax document to this end; would an employment verification letter suffice to prove the applicant's experience in this case?

If not, what other documentation would be required.

Lastly, would the experience be considered ineligible for Canadian Experience Class as a result of the conditions identified (no pay stub/tax document)?

With thanks,