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NIGERIA HIGH COMMISSION
295 METCALFE STREET
OTTAWA, ONTARIO, CANADA
K2P 1R9

REQUIREMENTS FOR STR VISAS

All applicants must strictly comply to the requirements otherwise your application will be returned and you may have to re-submit your application with another administrative fee.

1. STR form to be completed online at <http://portal.immigration.gov.ng> in quadruplicate. Please print the forms before submitting the application online
2. The following documents should be attached to each completed form:-
 - a) 4 recent coloured passport photograph (White background). You must write your name at the back of the passport photograph
 - b) Valid National Passport: Passport should be valid for a minimum of six months.
 - c) 4 copies of Certified/Notarised copies of Professional Certificates/Diplomas and Resume that qualify the applicant for the job.
 - d) 4 copies of Expatriate Quota approval letter issued by the Nigerian Immigration Service.(Copies to be certified by the federal Ministry of Internal Affairs in Nigeria)
 - e) 4 copies of Letter of Offer of Appointment from the employing company in Nigeria, detailing the job description and personal emoluments.
 - f) 4 copies of Letter of Acceptance of the Offer.
 - g) Police Character/ Clearance Certificate.
 - h) Photocopy of Vaccination Certificate against Yellow Fever.(Do not send the original yellow card
 - i) Enclose consular administration fee of CDN\$20.00 for each applicant. Apart from online payments, payments should be made in Money Order only, payable to Nigeria High Commission, Ottawa. Ensure to fill out your name and address on the Money Order
 - j) Self-addressed return **CANADA POST PRIORITY COURIER ENVELOPE ONLY** with which to mail back the passport, a personal pick-up . Please note no other courier service is acceptable. Ensure to fill out the sender and receiver addresses on the envelope.
 - k) Accompanying wife and children must comply with items 2(a, b, & j). In addition, a separate invitation is required for spouse and dependants.
 - l) Interview date scheduled online is not applicable unless contacted.

FOR INTERNS AND VOLUNTEER WORKERS:

1. Comply with items 1, 2 a, b, c, e, f, g, h, i, and j above.
2. Additionally, the following requirements must be met:
 - i. Copy of Memorandum of Understanding (MOU) or Contract between the appropriate Nigerian Government Agency/ Ministry and the Non Government Organization (NGO) concerned.
 - ii. Acceptance of the conditions in the Memorandum of Understanding (MOU)
 - iii. Request from the sponsoring Government agency/ Ministry.

REQUIREMENTS FOR STUDENT VISAS

In addition to the other requirements for STR Visa except Quota approval, applicants for student Visa must submit the following:

1. Formal letter of application for student Visa
2. A copy of the letter of admission
3. A copy of the letter of acceptance
4. Evidence of payment of school fees

Note:

- Canadian nationals who are also nationals of other countries must apply for visa with their Canadian passports only.
- The Mission requires a minimum of one week to process STR/TWP Visas
- It is important that the form be duly completed and all supporting documents attached.
- The Consular Section opens to the public from 9.00a.m. – 1.00p.m. daily except weekends and public holidays.
- The contact direct line is (613) 234-5948

The High Commission reserves the exclusive right to grant or reject visas.