

NIGERIAN HIGH COMMISSION OTTAWA**Information Provided by NHC OTTAWA- Subject to Regularization**

Sr. No.	Document Checklist	Submitted Yes/No
1	Original Passport should be valid for at least 6 months. Visas will be affixed on valid passports only	
2	One recent coloured passport size photograph 2 inch x 2 inch with at least 3 months validity (White Background). Names should be written at the back of the passport photograph with stamped date	
3	Non-Canadian Passport holders must attach photocopies of their immigration status in Canada, showing their Residence (Permanent Residence Card) or Work Permit	
4	Canadian citizens holding another national passport are required to apply with Canadian passports only	
5	Holders of Dual Nationality, Canadian/Nigerian, should have either a valid Nigerian passport or a signed formal invitation letter addressed to Nigeria High Commission from a Nigerian accompanied by photocopy of the data page of valid Nigerian international passport to confirm/ authenticate genuine and effective link or relationship	
6	Completed online Entry Visa Application Form and Sign	
7	Confirmed Payment	
8	Visa Acknowledgment Slip	
9	4 recent coloured passport size photograph (White Background) and ensure to write name at the back with stamped date	
10	Valid National Passport: Passport should be valid for a minimum of six months	
11	4 copies of Certified or Notarised copies of Professional Certificates/Diplomas and Resume that qualify the applicant for the job	
12	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);	
13	4 copies of Letter of Offer of Appointment from the employing company in Nigeria, detailing the job description and personal emoluments	

14	4 copies of Letter of Acceptance of the Offer	
15	Original Clearance Certificate by RCMP National Repository of Criminal fingerprints only and 3 clear photocopies; for adult only	
16	Original Clearance Certificate by RCMP National Repository of Criminal fingerprints only and 3 clear photocopies; for adult only	
15	A holder of Canada Issued Refugee travel document should enter Canada as his/her present nationality on the application form	

The High Commission reserves the exclusive right to grant or reject visas and also in some cases may request for additional documents. Failure to comply will result in your passport been returned without visa. Any church activities or visit needs to obtain approval from the Ministry of Foreign Affairs in Nigeria on your behalf.