

## RNIP Applicant Process

**Note:** All pages of government applications/forms must be submitted, including privacy statement pages, or it will be rejected as incomplete.

1. Do you meet the RNIP [Federal Criteria](#)
2. RNIP Applicant must have all required documents ready to forward with the job offer that verify you meet the job and federal criteria such as:
  - Resume/curriculum vitae, must be in English and include work experience [NOC Codes](#)
  - Cover letter
  - Letters of reference, [click here for details required](#)
  - Language test results
  - Education credential assessments
  - Any other required or relevant documents
  - If you currently live in Canada, provide proof of valid status
    - If you do not have a resume, please [click here](#) to open a template or search online for templates.
    - The following information should be included in your resume:
      - Your full name and contact information (phone and email)
      - Full education history
      - Full work history including a description of the duties and the correct experience [NOC Codes](#)
      - Highlighting your skills and personal interests are optional
      - Three references (preferably work related) include name, position, phone number including country code and email address
3. The candidate must find a job in Brandon through job posting sites or directly through an employer.

**A candidate should only apply for the position if they have all the employer's mandatory job requirements such as but not limited to education and work experience.**

**The mandatory 1,560 hours of qualifying work experience must have occurred in the three years prior to submitting an RNIP application. Experience obtained more than three years ago is not eligible when verifying eligibility for RNIP.**

If the employer is interested and would like to explore the Brandon RNIP program as a possible path to immigration and/or permanent residency for the candidate, that employer must contact the Brandon RNIP Coordinator at [immigration@brandon.ca](mailto:immigration@brandon.ca) to ensure the company and job meet Brandon RNIP criteria.

4. The Brandon RNIP office is not involved with the hiring process and cannot provide updates on application status.

5. If the employer wishes to hire someone through RNIP, the RNIP applicant receives a job offer from the employer on IRCC form [IMM5984](#)

*If your browser does not support the PDF form, download it and open in your PDF program.*

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6. RNIP Applicant with a qualifying job offer applies to the Brandon RNIP for a Community Recommendation, on IRCC form [IMM 5911](#) and completes the Community Questionnaire that will be provided once a complete job offer, with all supporting documents is received. Email all documents to [immigration@brandon.ca](mailto:immigration@brandon.ca)

**If all documents are not correct and complete, there will be delays in processing.**

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7. The Economic Development office reviews the RNIP Applicant's Community Recommendation application against federal mandatory eligibility criteria and [Community Recommendation prioritization criteria](#), assigning points as applicable.
8. The RNIP Applicant will participate in an interview (either in person or video conferencing depending on location) with the Community Recommendation Panel.
9. The Brandon RNIP Recommendation Committee meets once per month to review the Community Recommendation applications and makes one of three decisions listed below:
  - a. Approves the Community Recommendation
  - b. Places the Community Recommendation on hold
  - c. Declines to issue a Community Recommendation

Community Recommendation applications placed on hold will remain under consideration for up to six consecutive months from the date of application. While on hold the application will be considered for Community Recommendation at each monthly meeting during the on-hold period.

At the end of six months, the application will no longer be considered. At this time, the employer can issue a new job offer, or the RNIP candidate may receive a new job offer for a different position. Either of these options requires the RNIP applicant to submit an updated application for recommendation.

10. The RNIP Applicant and employer are notified of the Brandon RNIP Recommendation Committee's decision for Community Recommendation. The Economic Development office completes the recommendation form and provides it to the applicant.

If a community recommendation is not approved, the applicant will be notified via email of the decision and that is the end of the RNIP process for the applicant.

11. The RNIP Applicant submits a complete [permanent resident application](#) to Immigration, Refugees and Citizenship Canada (IRCC) through the RNIP immigration program. Brandon's Community Recommendation must accompany the application. The application for permanent residence must be submitted within 6 months of the date that appears on the Community Recommendation.

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RNIP Permanent Resident Application Link: [www.canada.ca/en/immigration-refugees-citizenship/services/application/application-forms-guides/application-rural-northern-immigration](http://www.canada.ca/en/immigration-refugees-citizenship/services/application/application-forms-guides/application-rural-northern-immigration)

12. IRCC confirms the permanent resident application is complete or returns the application to the applicant to provide missing documents and/or information. Once a complete application is received, IRCC assesses the permanent resident application as per their normal review process.
13. Under existing COVID policy, the RNIP applicant does not have to wait to submit their work permit application until their Permanent Residence application is confirmed as being complete by IRCC. Immediately upon receiving a RNIP community recommendation and receiving an IRCC job offer number from the employer, the applicant can apply for a LMIA exempt temporary work permit and their immediate family members if applicable can apply for their permits to live, study and work in Brandon.
14. The RNIP Applicant and family (if applicable), begin life in Brandon once the Brandon RNIP applicant's temporary worker permit is approved or their permanent resident application is approved (whichever occurs first) **and** Canada Border Customs Agency approves the Applicant's entry to Canada.

The employer or delegate will pick up the applicant and family at the airport, and the employer and community connect the newcomer and their family (if applicable) with services and community connections to support their settlement.

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