



---

## Changing Institutions: International Student Responsibilities

International students are required to notify Immigration, Refugees and Citizenship Canada (IRCC) when they transfer institutions. The following instructions are from the IRCC website:

<https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/change-schools/account.html>

Note: VCC's DLI# O19279717512 (starts with the letter 'O' followed by numbers)

Questions? Contact IRCC directly by telephone 1-888-242-2100

Monday to Friday, 8 a.m. to 4 p.m. (your local time)

Not available on statutory holidays

\*Have your 8-digit Client ID/UCI # ready (located on your Study Permit)

### Change your institution in your IRCC Secure Account

---

Before you change your school or program, you must meet all the conditions of your study permit. Please review [IRCC's website](#) for more information.

The steps below explain exactly how to nototo ( to)n /H2 <</MCID 29 >>BDC /C2\_0 1 Tf 10.02 0 0 10.02



## Change DLIs

Follow these steps to change your school:

1. Sign in to [your account](#)
2. Click **Transfer from DLI number** under the section **Designated Learning Institution Student Transfer**.

A screenshot of a web form titled "Designated learning institution student transfer". The form has a light gray background. At the top, the title is in a large, bold, black font. Below the title, there is a section with a dark gray background. On the left side of this section, there is a label "DLI number" in white text, followed by a question mark icon in a green circle. On the right side, there is a label "Transfer from" in white text. Below this section, there is a large, empty white space.

3. Enter your study permit application number and click **Search for my application**

A screenshot of a web form titled "Designated learning institution student transfer". The form has a light gray background. At the top, the title is in a large, bold, black font. Below the title, there is a section with a dark gray background. On the left side of this section, there is a label "DLI number" in white text, followed by a question mark icon in a green circle. On the right side, there is a label "Transfer from" in white text. Below this section, there is a large, empty white space.

4. Enter more details about your original study permit application, if required. This information will help us identify your application.





## Designated Learning Institution student transfer

6. Review the details of your transfer. If all the information is correct, **Click Confirm Transfer**

Your application details have been verified. Please provide the details below in order to transfer to another Designated Learning Institution.

**Application Number**

S302

## Information for New Designated Learning Institution (DLI)

7. Read the confirmation that your request is complete. This confirms that you've notified us that you've changed postsecondary schools. **Click Go to main account page** to return to your account. You can now sign out.

## Transfer Complete