

[MAKE A COPY]

IMPORTANT! This template is for TMU students. Please make sure to double check your UCI and institution information when using the template.

[DATE]

Student Name : FULL NAME AS IT APPEARS ON YOUR PASSPORT
Date of Birth : YYYY/MM/DD
UCI number : INPUT YOUR UCI NUMBER FROM YOUR PERMIT

To IRCC Officer,

RE : Letter of Explanation - Additional Employment History

I am applying for a study permit and would like to share my full 10 year employment history. I was not able to fully input this information on the application form due to lack of entry boxes.

Additional Employment History

- From 2016/09 to 2019/04, full time high school student, at ABC High School, city, Province, Country
- From 2019/09-2020/04, occupation, employer name, City, Province, Country]

I appreciate your time in reviewing my application. If you have any questions or require clarification, please do not hesitate to contact me.

Signature

Name (DOB: YYYY-MM-DD)

Email

Phone number

Address