



**ALL VISA SUBMISSION PROCEDURES
CANADIAN DEPUTY HIGH COMMISSION (CDHC)
CDHC Visa Section
4 Anifowoshe Street
Victoria Island
P. O. Box 54506
LAGOS, NIGERIA**

Effective March 2010

Courier Service:

You may submit your complete Visitor, Student, Worker or Travel Document application through one of the listed courier companies below. Be advised that this will add an additional 2 - 3 days delivery time in addition to our minimum processing times. You must provide a pre-paid return courier envelope with your submission. **We will only accept applications submissions utilizing the following courier services:**

TNT, UPS, DHL, and Fedex

Drop Box:

Applications for Visitor, Student, Worker or Travel Document may be accepted at our main gate drop box if there is a pre-paid return courier envelope. Applications must be in a sealed envelope.

Requirements:

Regardless of what method you use (round trip courier service or drop box), please note the following 4 requirements must be included:

1. Bank Draft
2. Valid Passport (minimum 6 months validity with 2 blank pages)
3. Complete & signed application (with 3 photos)
4. **All required supporting documents for Nigeria.**

The pre-paid return courier envelope must accompany the application documents but must NOT/NOT be sealed inside the envelope containing the application (or the submission will not be accepted).

- Most Visitor and Returning Resident applications should be processed within 10 working days.
- Most Student applications should be processed within 30-40 working days and must be submitted 3 months prior to your Acceptance Letter start date.
- Most Worker applications should be processed within 30-40 working days.
- **Peak periods are May to Sep. Increase of volume due to special events, interviews, medical examination, document verification or investigation may result in increased processing time.**
- If an interview is required, a notice giving the date and time will be included in the return courier envelope.
- **There will be no response to enquires (e-mail, in person, etc.) received within the 10 working days for visitors and 30 working days for student and worker applications.**
- All original documents (including the passport) will be returned in the prepaid courier envelope.
- **You will not/not be able to request an early release of your documents.**

For enquiries contact: Lagos.immigration@international.gc.ca