

I. COURSE DESCRIPTION:

This course will give the student an overview of Canada Immigration's operations and procedures. It will introduce the department's immigration law, as expressed in the Immigration Act and Regulations. The student will develop an understanding of Canada's main objectives with respect to immigration. Some examples of these objectives are:

- Pursuing the maximum social, cultural, and economic benefits of immigration;
- Protecting the health and safety of Canadians and maintaining the security of Canadian society;
- Seeing that families are reunited in Canada;
- Promoting international justice and security by fostering respect for human rights and by denying access to Canadian territory to persons who are criminals or security risks.
- Recognizing that the refugee program is in the first instance about saving lives and offering protection to the displaced and persecuted.

II. LEARNING OUTCOMES AND ELEMENTS OF THE PERFORMANCE:

Module 1 ORIENTATION/PRIMARY AND SECONDARY EXAMINATIONS

- Introduction and historical background
- Examination process
- Primary Examinations
- Secondary Examinations
- Special Examinations

**Module 2 EXAMINING CANADIAN CITIZENS, REGISTERED INDIANS,
RETURNING RESIDENT'S AND MINISTER'S PERMIT HOLDERS**

- Right to come into Canada
- Rights of above mentioned persons
- Authority to enter and remain

Module 3 EXAMINING PERMANENT RESIDENTS

- Permanent Residents (Landing Immigrants)
- Documenting terms and conditions
- Expired immigrant visas
- Counselling immigrants

Module 4 PROCESSING STUDENT AUTHORIZATIONS

- Legislative authority and policy direction
- Special considerations and requirements
- General eligibility criteria

- Module 5 EXAMINING FOREIGN WORKERS**
- Roles and responsibilities
 - Providing information to clients
 - Determining eligibility
 - Issuing employment authorizations
 - Refusing employment authorizations
 - Granting entry
- Module 6 TEMPORARY ENTRY OF BUSINESS PERSONS – NORTH AMERICAN FREE TRADE AGREEMENT (NAFTA)**
- Business visitors
 - Professionals
 - Intra-Company transferees
 - Traders and investors
- Module 7 EXAMINING VISITORS**
- Determining admissibility
 - Decision criteria for granting entry
 - Granting entry
- Module 8 INADMISSIBLE TO CANADA**
- Establishing inadmissibility
 - Voluntary withdrawal
 - Directing persons back to the U.S.
 - Arrest and detention
- Module 9 SENIOR IMMIGRATION OFFICER FUNCTIONS**
- Guiding Principles
 - Reviewing Reports
 - Determining eligibility
 - Determining admissibility
- Module 10 SEARCH AND SEIZURE**
- Searches
 - Search procedures
 - Seizing documents
 - Seizing private vehicles
- Module 11 REFUGEE ELIGIBILITY**
- Refugee Protection Division
 - Point of entry eligibility
 - Private sponsorship/refugee selection board.
- Module 12 CITIZENSHIP**
- How to become a Canadian citizen
 - Rights and responsibilities
 - Dual citizenship
 - Proof of Citizenship
 - Citizenship Legislation

Module 13 REFUGEE DETERMINATION

- Refugee determination in Canada
- Immigration and Refugee Board
- Pre-Removal Risk Assessment

V. EVALUATION PROCESS/GRADING SYSTEM:

Test	30%
Mid-Term Exam	30%
Final Exam	<u>40%</u>
Total	100%

The following semester grades will be assigned to students in post-secondary courses:

<u>Grade</u>	<u>Definition</u>	<u>Grade Point Equivalent</u>
A+	90 – 100%	4.00
A	80 – 89%	
B	70 - 79%	3.00
C	60 - 69%	2.00
D	50 – 59%	1.00
F (Fail)	49% and below	0.00
CR (Credit)	Credit for diploma requirements has been awarded.	
S	Satisfactory achievement in field /clinical placement or non-graded subject area.	
U	Unsatisfactory achievement in field/clinical placement or non-graded subject area.	
X	A temporary grade limited to situations with extenuating circumstances giving a student additional time to complete the requirements for a course.	
NR	Grade not reported to Registrar's office.	
W	Student has withdrawn from the course without academic penalty.	

Note: For such reasons as program certification or program articulation, certain courses require minimums of greater than 50% and/or have mandatory components to achieve a passing grade.

Students enrolled in Police Foundations or Protection Security and Investigations programs will require a minimum of 60% (C) as a passing grade in each course.

It is also important to note, that the minimum overall GPA required in order to graduate from a Sault College program remains 2.0.

VI. SPECIAL NOTES:

1. Course Outline Amendments:

The professor reserves the right to change the information contained in this course outline depending on the needs of the learner and the availability of resources.

2. Retention of Course Outlines:

It is the responsibility of the student to retain all course outlines for possible future use in acquiring advanced standing at other postsecondary institutions.

3. Prior Learning Assessment:

Students who wish to apply for advance credit transfer (advanced standing) should obtain an Application for Advance Credit from the program coordinator (or the course coordinator regarding a general education transfer request) or academic assistant. Students will be required to provide an unofficial transcript and course outline related to the course in question. Please refer to the Student Academic Calendar of Events for the deadline date by which application must be made for advance standing.

Credit for prior learning will also be given upon successful completion of a challenge exam or portfolio.

Substitute course information is available in the Registrar's office.

4. Accessibility Services:

If you are a student with a disability (e.g. physical limitations, visual impairments, hearing impairments, or learning disabilities), you are encouraged to discuss required accommodations with your professor and/or the Accessibility Services office. Visit Room E1101 or call Extension 2703 so that support services can be arranged for you.

5. Communication:

The College considers *Desire2Learn (D2L)* as the primary channel of communication for each course. Regularly checking this software platform is critical as it will keep you directly connected with faculty and current course information. Success in this course may be directly related to your willingness to take advantage of this Learning Management System (LMS) communication tool.

6. Academic Dishonesty:

Students should refer to the definition of "academic dishonesty" in *Student Code of Conduct*. Students who engage in academic dishonesty will receive an automatic failure for that submission and/or such other penalty, up to and including expulsion from the course/program, as may be decided by the professor/dean. In order to protect students from inadvertent plagiarism, to protect the copyright of the material referenced, and to credit the author of the material, it is the policy of the department to employ a documentation format for referencing source material.

7. Tuition Default:
Students who have defaulted on the payment of tuition (tuition has not been paid in full, payments were not deferred or payment plan not honoured) as of the first week of November (fall semester courses), first week of March (winter semester courses) or first week of June (summer semester courses) will be removed from placement and clinical activities due to liability issues. This may result in loss of mandatory hours or incomplete course work. Sault College will not be responsible for incomplete hours or outcomes that are not achieved or any other academic requirement not met as of the result of tuition default. Students are encouraged to communicate with Financial Services with regard to the status of their tuition prior to this deadline to ensure that their financial status does not interfere with academic progress.

8. Student Portal:
The Sault College portal allows you to view all your student information in one place. **mysaultcollege** gives you personalized access to online resources seven days a week from your home or school computer. Single log-in access allows you to see your personal and financial information, timetable, grades, records of achievement, unofficial transcript, and outstanding obligations, in addition to announcements, news, academic calendar of events, class cancellations, your learning management system (LMS), and much more. Go to <https://my.saultcollege.ca>.

9. Recording Devices in the Classroom:
Students who wish to use electronic devices in the classroom will seek permission of the faculty member before proceeding to record instruction. With the exception of issues related to accommodations of disability, the decision to approve or refuse the request is the responsibility of the faculty member. Recorded classroom instruction will be used only for personal use and will not be used for any other purpose. Recorded classroom instruction will be destroyed at the end of the course. To ensure this, the student is required to return all copies of recorded material to the faculty member by the last day of class in the semester. Where the use of an electronic device has been approved, the student agrees that materials recorded are for his/her use only, are not for distribution, and are the sole property of the College.