



User Guide for Requesting Revision/Extension/Continued Health Coverage

For more information, please contact:

Government of Saskatchewan
Ministry of Immigration and Career Training
Immigration Services Branch
Saskatchewan Immigrant Nominee Program
7th Floor, 1945 Hamilton Street
Regina, Saskatchewan S4P 2C8

Telephone: (Canada 001) 833-613-0485
Facsimile: (Canada 001) 306-798-0713
Inquiries: immigration@gov.sk.ca
Website: www.saskatchewan.ca/sinp

Table of Contents

1. Introduction and Log in	2
1.1 Login to SINP Online.....	2
1.2 Authority to Disclose Personal Information	3
2. Start your Request	3
2.1 Selecting the Type of Request	5
2.2 Nomination Revision and/or Extension.....	6
2.3 Continued SK Health Coverage.....	8
2.4 Submitted Request	10
3. Status Inquiry of Request.....	11
4. Request for Additional Information.....	12
4.1 Request Additional Info screen.....	15

1. Introduction and Log in

This guide explains how to request a revision/extension to a nomination certificate or request to continue the Saskatchewan (SK) health coverage after receiving the nomination from Saskatchewan Immigrant Nominee Program (SINP).

Click the following link to access the SINP Online portal:

<https://immigration.saskatchewan.ca>

The screenshot shows the SINP online portal. At the top, there is a dark header with the Saskatchewan Government logo and the text "SINP online". Below the header, a yellow banner contains a note: "Please note that messages sent from SINP are sent from **saskimmigration@gov.sk.ca**. Please add this sender to your safe senders list or add the email address to your contact list." The main heading is "Saskatchewan Immigrant Nominee Program". Below this is a login form titled "Login to SINP online". The form has two input fields: "User ID" and "Password". To the right of the password field is a link that says "Forgot your User ID or Password?". Below the input fields is a large teal button labeled "Log In". At the bottom of the form, there is a link "New to OASIS?" and a button labeled "Create an Account". The footer of the page includes the Saskatchewan Government logo, the text "Contact Us | Privacy | © Copyright 2016", and the text "Government of Saskatchewan".

1.1 Login to SINP Online

- On the login page, type in your username & password; and then click **Log In**

This is a close-up screenshot of the login form. It shows the "Login to SINP online" title, the "User ID" and "Password" input fields, the "Forgot your User ID or Password?" link, the "Log In" button, and the "New to OASIS?" link and "Create an Account" button.

1.2 Authority to Disclose Personal Information

- In order to continue logging into OASIS, all users must agree to disclosure statement each time by clicking “I AGREE” button.
 - **Disclosure statement will be different in representative account**

AUTHORITY TO DISCLOSE PERSONAL INFORMATION

All users must agree to disclose information as stated below in order to continue.

I understand that the information collected, used and stored within the Saskatchewan Immigrant Nominee Program (SINP) Online Application System (OASIS) constitutes personal information and is subject to the provisions of The Freedom of Information and Protection of Privacy Act and relevant regulations.

I understand that unauthorized access to OASIS is strictly prohibited, and the information contained within is to be used and/or disclosed exclusively for the purposes for which it was acquired, or in accordance with the Acts listed above. Any use or disclosure of this information for any other purposed may result in prosecution.

I confirm my understanding of all the previous statements and have asked for and received an explanation, or language translation if required, of every point that was not clear to me.

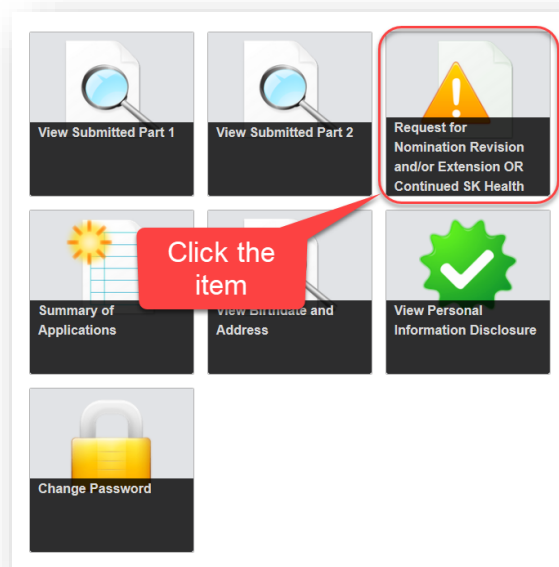
I AGREE

2. Start your Request

- **From Applicant Account**



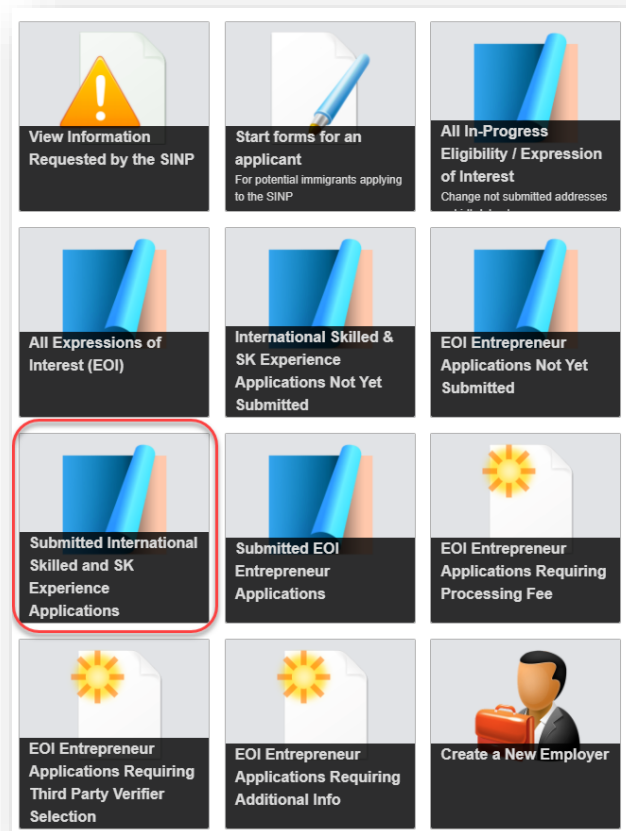
Click the item “**Request for Nomination Revision and/or Extension OR Continued SK Health Coverage**” to create a new screen of the request.



- **From Representative Account**



Click the item “**Submitted International Skilled and SK Experience Applications**” to view the list of authorized applications.



➤ Choose the appropriate application;

All Submitted International Skilled and SK Experience Applications

Q- Go Actions

1 - 69

	First Name	Last Name	Application #	Application Type	Application Sub-Category	Received Date	Current Status
Click here to view	First Name	Family Name	1100021	With an Employment Offer	With an Employment Offer	29-Jul-2021	Application Nominated
Click here to view							
Click here to view							
Click here to view							
Click here to view							
Click here to view							
Click here to view							
Click here to view							
Click here to view							
Click here to view							

- You may need to click on Navigation Menu to show all the screens.

Step 1
Application 1100021 - With an Employment Offer

Please fill out the following details to complete the criteria of this International Skilled Worker Application. If you do not understand what information is required, please click on the Help icon beside the appropriate blank.

At any time you can click the to the right to save your responses.

Click here

Status
Application Nominated

View My Correspondences

Move Back to Part 1 of Application

Request for Nomination Revision and/or Extension OR Continued SK Health Coverage

- Click the button “**Request for Nomination Revision and/or Extension OR Continued SK Health Coverage**” to create a new screen of the request.

Application Part 2

Step 1
With an Employment Offer Application 1100021

Step 2
Connection to Saskatchewan

Step 3
Job Offer

Step 4
Job Approval Letter

Step 5
IMM 0008 - Generic Application Form for C...

Step 6
Schedule A - Background/Declaration

Step 7
IMM-5406 Additional Family Information

Back to Inquiry | Step 1
Application 1100021 - With an Employment Offer

Please fill out the following details to complete the criteria of this International Skilled Worker Application. If you do not understand what information is required, please click on the Help icon beside the appropriate blank.

At any time you can click the to the right to save your responses.

Please note that all applicants must:

- Create Family Member request
- Create Additional Request

immigrating/saskatchewan employment-offer

Application Number 1

Click Here

Status
Application Nominated

View Applicant Correspondences

Move Back to Part 1 of Application

Request for Nomination Revision and/or Extension OR Continued SK Health Coverage

2.1 Selecting the Type of Request

Screen will be displayed with existing information from the application.

- Status “Pending” means request has been created but not submitted yet. Navigating away from this screen will not delete the screen and clicking again on the item from Step 2 will navigate back to this screen. Navigation to this screen will continue until final decision has been made after the submission of this request.

Application 1100021 - With an Employment Offer

Request for Nomination Revision and/or Extension OR Continued SK Health Coverage

Status
Pending

Save

Nomination Information

SINP Nomination #	3034010
Nomination Date	29-Jul-2021 <i>Your request for revision and/or extension may not be approved if your application was nominated more than 2 years ago and/or may require further documentation</i>
Nomination Certificate Expiry Date	29-Jan-2022 <i>Your request for extension may not be approved if your nomination certificate is valid</i>
Request Type*	<input type="radio"/> Nomination Revision and/or Extension <input type="radio"/> Continued SK Health Coverage

Choose the type of your request to further populates the applicable fields:

- **Nomination Revision and/or Extension** – If any change is required on the received nomination certificate. For example:
 - IRCC requests a revised and/or extended nomination certificate.
 - You have a new job offer from the same or different employer.
 - You and/or your accompanying family members have obtained new passports.
 - Your nomination certificate has expired and you require additional time to submit your application for permanent residency.
 - You have updated your Express Entry Profile Number and Job Seeker Validation Code after your application is nominated.
 - **New** – You want to update your application category from Express Entry/Occupation in-Demand to Employment Offer (With Job Offer and Job Approval Letter)
- **Continued SK Health Coverage** - If yours/your family member's health card is expired and you are eligible to continue your provincial health coverage.

2.2 Nomination Revision and/or Extension

- Review the populated information below:

The screenshot shows a web form titled "Request Type" with two radio button options: "Nomination Revision and/or Extension" (selected) and "Continued SK Health Coverage". Below the options is a disclaimer: "Please be advised that SINP will NOT revise or extend a nomination certificate if you have received a letter from Immigration, Refugee Citizenship Canada (IRCC) stating that your application for permanent residency has been refused. In this case, your SINP application is now considered closed and the SINP nomination certificate number cannot be used again. You may re-apply with a new, complete, online application to the SINP." This is followed by "Examples of reasons you may request a Revision and/or Extension:" with five bullet points: "IRCC requests a revised and/or extended nomination certificate", "You have a new job offer from the same or different employer", "You and/or your accompanying family members have obtained new passports", "Your nomination certificate has expired and you require additional time to submit your application for permanent residency", and "You have updated your Express Entry Profile Number and Job Seeker Validation Code after your application is nominated." Below this is an "Exclusions:" section with one bullet point: "The SINP will not revise your certificate of nomination to reflect a change in family composition (i.e. new child, change in marital status)". The form then has input fields for "Applicant First Name*", "Applicant Middle Name", "Applicant Last Name", and "Date of Birth". Each field has a label, a text input box, and a placeholder instruction: "First Name" (Please enter your First Name as it appears on your passport), "Middle Name" (Please enter your Middle Name as it appears on your passport, if applicable), "Family Name" (Please enter your Last Name as it appears on your passport, if applicable), and "Date of Birth" (Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015).

Address	Address Line 1 Address Line 2 Address Line 3 City / Town International Afghanistan postal code Please enter your current address
Phone Number	Telephone Number Please enter your current phone number
Alternate Phone Number	Please enter your alternate phone number
Email Address	Email Address Please enter your current email address
Representative Email Address	Please enter the email address of your representative, if applicable

- Fill in the type of and reason for the Request.
 - Entering your work permit expiry date may prioritize your request.
 - If you were nominated more than two years ago, then please provide an updated job offer or reference letter stating that your job is still valid. You can attach this/these documents at the bottom of the screen.

Requesting for*	<input type="radio"/> Revision <input type="radio"/> Extension <input type="radio"/> Extension & Revision Select the type of request
Nominated over 2 years ago	No
Are you currently working on a valid work permit in SK?*	<input type="button" value="Yes"/> <input type="button" value="No"/>
Reason for Request*	

- Agreeing to terms and conditions and then saving the screen will populate the submit button.

Document Uploads
Please upload the applicable document(s) by clicking "Add an Additional Document" button and then click "Upload File" button.

Applicable Documents

- Copy of principal applicant passport (if a new passport has been obtained)
- Copy of any accompanying family member passports (if a new passport has been obtained)
- Copy of current work permit (if you are working in Saskatchewan)
- Copy of IRCC Letter (if IRCC requested the revision and/or extension)
- Copy of Job Offer Letter and Job Approval Letter (if your job has changed)
- Copy of updated Job Offer Letter or Reference Letter stating that your job is still valid (if you were nominated with a job offer over 2 years ago)
- Explanation letter that states the reason as to why you have not applied for Permanent Residency (if requesting an extension)
- Copy of IRCC correspondence that states why your original Permanent Residency application was not accepted
- Copy of IRCC letter indicating why your original Express Entry and Job Seeker Validation Code has changed (if a new Express Entry profile and Job Seeker Validation Code has been obtained)
- Copy of IRCC Correspondence that states your current Express Entry and Job Seeker Validation Code (if a new Express Entry profile and Job Seeker Validation Code has been obtained)

Terms and Conditions

I declare that I have attached copies of all required documents to this request. I understand that failure to submit all required documents will result in an ineligible request.

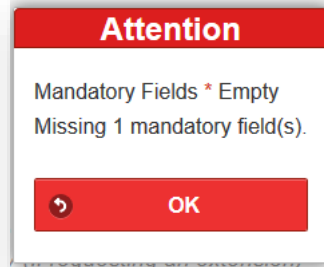
Agree to Terms and Conditions?*

☒ Yes

Please save the screen for Submit button to appear

Submit Request for Nomination Revision and/or Extension

- All required fields must be filled in order to submit the request successfully.



2.3 Continued SK Health Coverage

- Review the populated information below:

Request Type*

☐ Nomination Revision and/or Extension

☒ Continued SK Health Coverage

Please be advised that in order to receive support from the Saskatchewan Immigrant Nominee Program (SINP) to continue your Saskatchewan Health coverage, you must:

- Be living and working in Saskatchewan.
- Be nominated by the SINP.
- Have applied to Immigration, Refugees and Citizenship Canada (IRCC) for Permanent Residence and
- Have applied to IRCC to extend your work permit.

Please note:

- If you meet the above requirements, SINP will email support for your continued health coverage directly to E-Health Saskatchewan, so they can begin processing your Health card extension. The Saskatchewan Health Card should be received within two weeks.
- If you do not meet the above requirements, the SINP cannot support your request for continued Saskatchewan Health coverage.

Applicant First Name*

First Name

Please enter your First Name as it appears on your passport

Applicant Middle Name

Middle Name

Please enter your Middle Name as it appears on your passport, if applicable

Applicant Last Name

Family Name

Please enter your Last Name as it appears on your passport, if applicable

Applicant Full Name from Health Card*

Please enter your Full Name as it appears on your Health Card

Date of birth

01-Jan-2000

Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015

Current Address

Address Line 1

Address Line 2

Address Line 3

City / Town

International

Afghanistan

postal code

Please enter your current address

Phone Number

Telephone Number

Please enter your current phone number

Email Address

Email Address

Please enter your current email address

- Following four requirements must be met in order to be request continued SK health coverage

Has your address changed since date of application for Health Coverage?

Have you applied to IRCC for Permanent Residence?

Copy of IRCC letter acknowledging receipt of permanent residence application*

If this letter has not yet been received then a copy of payment receipt or postage tracking slip

Date of Application* DD-Mon-YYYY
Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015

Have you applied to IRCC to extend your Work Permit?

Copy of receipt letter from IRCC for principle applicant and all family members in Saskatchewan*

If this letter has not yet been received then work (and study if applicable) permit extension application payment receipt(s)

Date of Application* DD-Mon-YYYY
Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015

Work Permit expiry date* DD-Mon-YYYY
Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015

Are you currently employed in Saskatchewan?

Copy of most recent pay slip with your Saskatchewan employer*

Upload File

Name of Employer*

Are you currently residing in Saskatchewan?

Saskatchewan Health Card Number*

Health Card Expiry date* DD-Mon-YYYY
Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015

- Declare if any family member(s) needs to be included in the request
 - Additional member can be added by clicking the button “Add another Family Member” as shown below;

Does your spouse and/or children currently reside in Saskatchewan?

Family Member #	Full Name of family member from Passport*	Full Name of family member from Health Card*	Date of Birth of family member	Saskatchewan Health Card Number*	Health Card Expiry date*	Temporary Resident Visa Number*	Temporary Resident Visa Expiry date*
1	<input type="text"/>	<input type="text"/>	DD-Mon-YYYY Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015	<input type="text"/>	DD-Mon-YYYY Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015	<input type="text"/>	DD-Mon-YYYY Date must be entered as DD-Mon-YYYY Example: 01-Jan-2015

Add another Family Member +

- Agreeing to terms and conditions and then saving the screen will populate the submit button.

Additional Document Uploads
If you have additional documents to upload, please use the Add an Additional Document button to add additional documents.

Add an Additional Document +

Terms and Conditions

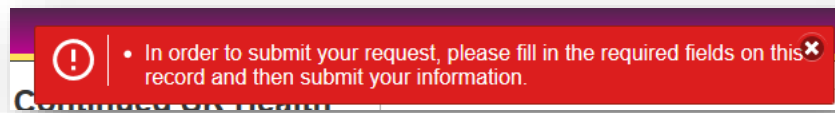
- > I authorize the release of the information from this form and any information from my Saskatchewan Immigrant Nominee Program application (as necessary) to officials of Saskatchewan Health for extending my Saskatchewan Health Coverage.
- > I declare that the information I have given in this affidavit is truthful, complete and correct.
- > I have read and understand the above declaration.

Agree to Terms and Conditions? ☒ Yes

Please save the screen for Submit button to appear

Submit Request for Continued SK Health Coverage

- All required fields must be filled in order to submit the request successfully.



2.4 Submitted Request

Status of the request will change to “Submitted”

Request for Nomination Revision and/or Extension OR Continued SK Health Coverage

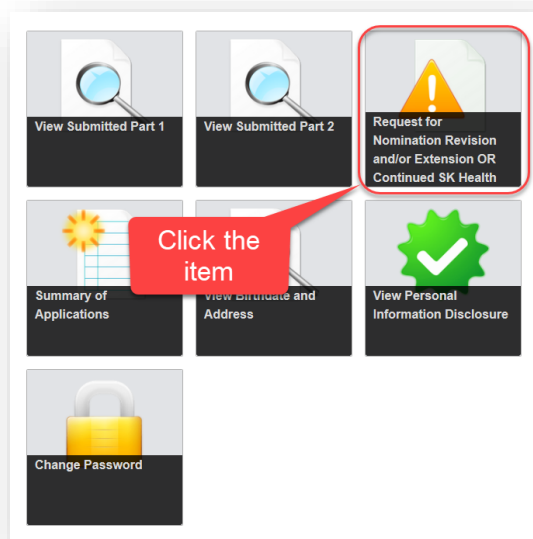
Status: Submitted

SINP Nomination #	3034010
Nomination Date	29-Jul-2021 <i>Your request for revision and/or extension may not be approved if your application was nominated more than 2 years ago and/or may require further documentation</i>
Nomination Certificate Expiry Date	29-Jan-2022 <i>Your request for extension may not be approved if your nomination certificate is valid</i>

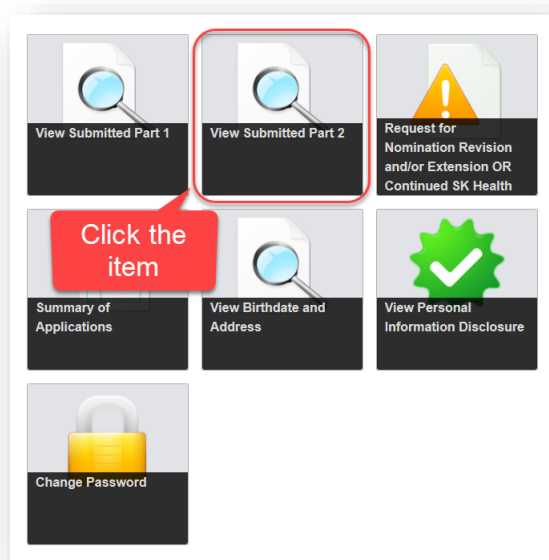
3. Status Inquiry of Request

- **Applicant Home Screen**

Click the item “**Request for Nomination Revision and/or Extension OR Continued SK Health Coverage**” will show the current status of the request until a decision has not been made. Once the decision is made then this link will create a new request.



Once the processing has started on the request, then status can be inquired by clicking “View Submitted Part 2”



You may need to click on Navigation Menu to show all the screens.

Step 1
Application 1100021 - With an Employment Offer

Please fill out the following details to complete the criteria of this International Skilled Worker Application. If you do not understand what information is required, please click on the Help icon beside the appropriate blank.

At any time you can click the [Help icon](#) to the right to save your responses.

Click here

Status
Application Nominated

[View My Correspondences](#)

[Move Back to Part 1 of Application](#)

[Request for Nomination Revision and/or Extension OR Continued SK Health Coverage](#)

Application Part 2

Step 1
Application 1100021 - With an Employment Offer

Please fill out the following details to complete the criteria of this International Skilled Worker Application. If you do not understand what information is required, please click on the Help icon beside the appropriate blank.

At any time you can click the [Help icon](#) to the right to save your responses.

Please note that all applications submitted to the SINP are processed in the order they are received. If you have submitted an application, you will receive a correspondence from the SINP through OASIS. To check your correspondence, you may click on the link provided on the email, or you may login to OASIS.

[In Process/Processed request will show under Part 2 of the application](#)

Status
Application Nominated

[View My Correspondences](#)

[Move Back to Part 1 of Application](#)

[Request for Nomination Revision and/or Extension OR Continued SK Health Coverage](#)

Application Part 2

Step 8
Request for Nomination Revision and/or Extension OR Continued SK Health Coverage

SINP Nomination # 3034010

Nomination Date 29-Jul-2021

Nomination Certificate Expiry Date 29-Jan-2022

Request Type Nomination Revision and/or Extension

Examples of reasons you may request a Revision and/or Extension:

- IRCC requests a revised and/or extended nomination certificate.

Status
In-Process

4. Request for Additional Information

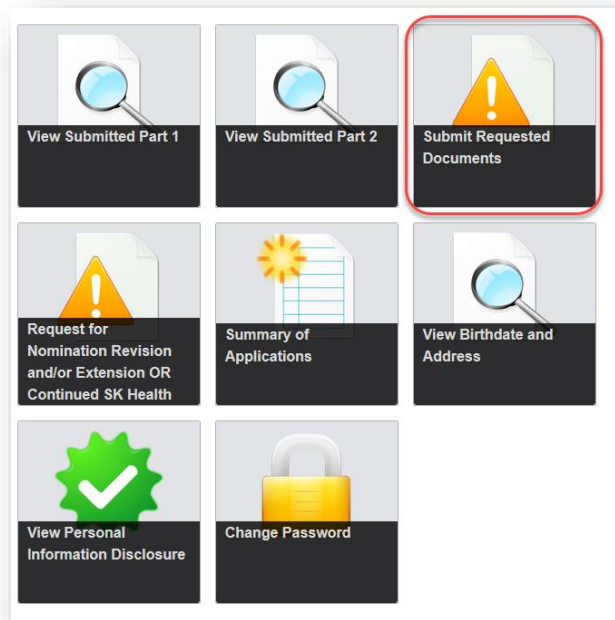
If your application requires additional documents to be processed, you will receive a correspondence from the SINP through OASIS. To check your correspondence, you may click on the link provided on the email, or you may login to OASIS.

To submit your documents, please log into your OASIS account and click on 'Submit Requested Documents'. Upload the requested document(s) on the 'Request Additional Information' record and click the 'Submit' button.

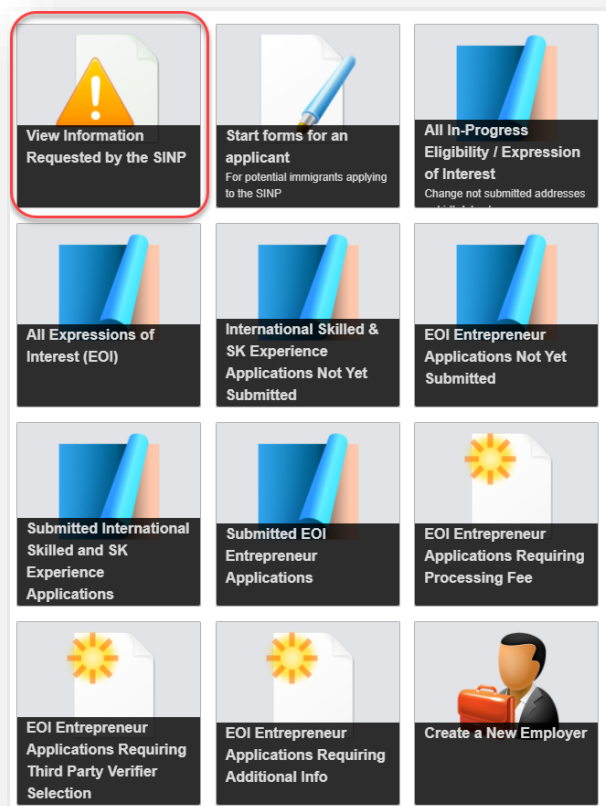
You may also access 'Request Additional Information' record by clicking View Submitted Part 2.

Please note that documents received via email will not be accepted. You must attach all documents through your OASIS account.

- **Applicant Home Screen**



- **Representative Home Screen**



Choose the appropriate application;

SW Applications Requiring Additional Info

Q- Go Actions ▾

1 - 8

	Application #	Surname	Given Name	Due Date
Click here to View	1097159			
Click here to View				
Click here to View				
Click here to View				
Click here to View				
Click here to View				
Click here to View				
Click here to View				

1 - 8

Click here



Alternatively, these requests can be accessed by the link shown below. You may need to click on Navigation Menu to show all the screens.

View Information Requested by the SINP

Start forms for an applicant
For potential immigrants applying to the SINP

All In-Progress Eligibility / Expression of Interest
Change not submitted addresses

All Expressions of Interest (EOI)

International Skilled & SK Experience Applications Not Yet Submitted

EOI Entrepreneur Applications Not Yet Submitted

Submitted International Skilled and SK Experience Applications

Submitted EOI Entrepreneur Applications

EOI Entrepreneur Applications Requiring Processing Fee

EOI Entrepreneur Applications Requiring Third Party Verifier Selection

EOI Entrepreneur Applications Requiring Additional Info

Create a New Employer

Step 1 Application

Application Nominated

Click here

View My Correspondences

Move Back to Part 1 of Application

Request for Nomination Revision and/or Extension OR Continued SK Health Coverage

4.1 Request Additional Info screen.

View and upload the requested information.

Request Additional Info - Revision/Extension/Continued Health Coverage - Waiting on Applicant

Not Yet Submitted

Submit Documents

Once you have submitted the requested information, you can view the record in Part 2 of your application

Type of Review Request is Related to: Revision/Extension/Continued Health Coverage

Date Requested: 30-Jul-2021

Date Response is Due By: 09-Aug-2021

Requested Information is related to: Reason for Request

Please attach the document by clicking the Upload File button.

Additional Document*

Upload File

Additional Document Uploads

If you have additional documents to upload, please use the Add an Additional Document button to add additional documents.

Add an Additional Document

Thank you for your interest in the Saskatchewan Immigrant Nominee Program.