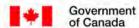# Creating an IRCC secure online account

Creating a secure online account with Immigration, Refugees and Citizenship Canada (IRCC) allows you to apply online for documents like study permits, work permits, and visitor visas.

This guide walks you through how to create an IRCC secure online account.

If you cannot access your pervious account, you can create a new account.

Go to the IRCC "Sign in to your IRCC secure account" page at **www.canada.ca/en/immigration-refugees-citizenship/services/application/account.html**.

Government Gouvernement
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Search IRCC

MENU

Sign in to your IRCC secure account

Your account lets you start an application, submit and pay for your application, get messages related to your application, check the status of your application and update your information.

Option 1: GCKey

Sign in with your GCKey user ID and password.

Sign in with GCKey

Option 2: Sign-In Partner

Sign in with your online Canadian banking information if you have an existing account with 1 of our partners.

Sign in with Sign-In Partner

Don't have an account?

Register

Need Help?

How to sign in or apply online

▶ Report a problem or mistake on this page

 Share this page

You will see two options:
1. "GCKey"
2. "Sign-in Partner"
We recommend the GCKey option.
Click "Sign in with GCKey".

You will be directed to the "Welcome to GCKey" page.
Click "Sign Up" on the right.

Terms and Conditions | Username | Password | Questions and Answers | Email

Terms and Conditions of Use

In return for the Government of Canada providing you with a GCKey, you agree to abide by the GCKey Terms and Conditions of Use which includes the Privacy Notice.

By selecting the **I accept** button, you have read and agree to the GCKey Terms and Conditions of Use which includes the Privacy Notice. You can choose to not sign up for a GCKey by selecting **I decline** to end this process.

[I accept] [I decline]

Review the "Terms and Conditions of Use" and click "I accept" if you agree.

Government of Canada
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Definitions | Frequently Asked Questions (FAQ) | Help

Terms and Conditions | Username | Password | Questions and Answers | Email

Create Your Username

← Back

Your username must contain at least eight characters and be unique to you. When creating your Username, we recommend that you:

- make your Username easy for you to remember and hard for others to guess;
- avoid using personal information such as your name, Social Insurance Number (SIN), mailing address or email address;
- always keep your Username secure and do not share it with anyone.

Create Your Username: **(required)**

Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.

Continue | Clear All | Cancel

Privacy

Please keep your Username secure. For more information on how your privacy is protected, please refer to our Privacy Notice.

Username Checklist

- Minimum 8 characters
- May contain:
  - Upper case letter(s)
  - Lower case letter(s)
  - French character(s)
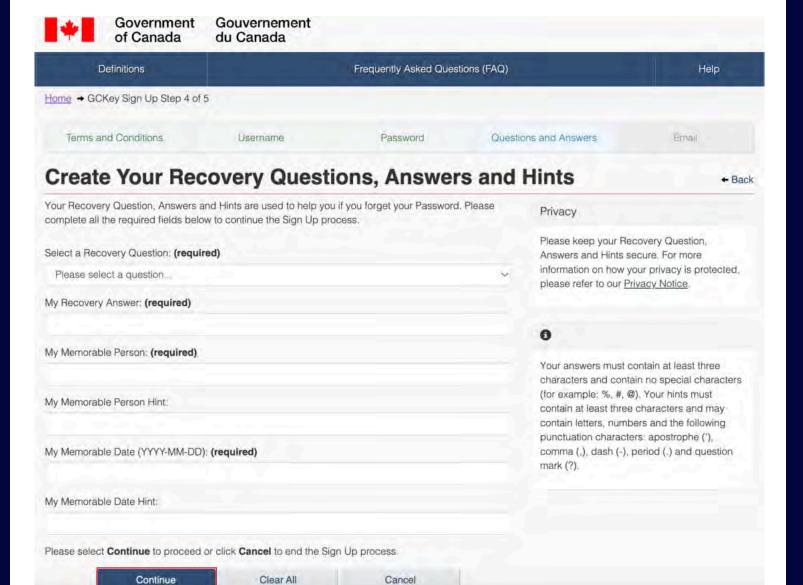 - Digit(s)
  - Special character(s)

Create your username following the requirements on the right side of the page.

Tip: *save your username in a safe place, in case you forget it.*

Definitions   Frequently Asked Questions (FAQ)   Help

Terms and Conditions   Username   Password   Questions and Answers   Email

Create Your Password

← Back

Your Password must be between eight and sixteen characters, contain at least one upper case letter, one lower case letter and one digit, and must not contain 3 or more consecutive characters from your Username.

Create Your Password: **(required)**

Confirm Your Password: **(required)**

Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.

Continue   Clear All   Cancel

Privacy

Please keep your Password secure. For more information on how your privacy is protected, please refer to our Privacy Notice.

Password Checklist

- 8-16 Characters
- Does not contain 3 consecutive characters from Username
- Valid characters
- Lower case letter(s)
- Upper case letter(s)
- Digit(s)
- Passwords match

Create and confirm your password following the requirements on the right side of the page.

Tip: *save your password in a safe place, in case you forget it.*

| Terms and Conditions | Username | Password | Questions and Answers | Email |

Create Your Recovery Questions, Answers and Hints

← Back

Your Recovery Question, Answers and Hints are used to help you if you forget your Password. Please complete all the required fields below to continue the Sign Up process.

Select a Recovery Question: (required)

Please select a question... ⌄

My Recovery Answer: (required)

My Memorable Person: (required)

My Memorable Person Hint:

My Memorable Date (YYYY-MM-DD): (required)

My Memorable Date Hint:

Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.

Continue | Clear All | Cancel

Privacy

Please keep your Recovery Question, Answers and Hints secure. For more information on how your privacy is protected, please refer to our Privacy Notice.

ⓘ

Your answers must contain at least three characters and contain no special characters (for example: %, #, @). Your hints must contain at least three characters and may contain letters, numbers and the following punctuation characters: apostrophe ('), comma (,), dash (-), period (.) and question mark (?).

Select and answer your recovery questions.
Create a hint and provide a memorable person and a memorable date.

Tip: be specific when creating a hint (for example: my first name, my birthday) so that you know exactly what the answers should be.

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Optional Account Recovery

← Back

To recover your username and password, you have the option to recover via email. If you do not wish to provide an email address at this time, you may skip this step. Email can be added later.

We will use your email to

- Confirm your email address
- Recover your username and/or password
- Notify you of account changes

A verification email will be sent to the address you provide.

Email Checklist

- Be valid
- Match the "Confirm Email Address"
- Be unique

Email Address: **(required)**

Confirm Email Address: **(required)**

Please select **Continue** to proceed or click **Cancel** to end the Sign Up process.

Continue	Clear All	Cancel

Select **Skip** to proceed without adding an email.

Skip

You have the option to provide your email address to recover your username or password (recommended).

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Home → GCKey Sign Up Complete

GCKey Sign Up Complete

You have successfully created your GCKey.

Your Username is: UBCStudentUsername

Please select **Continue** to verify your email address.

Continue

Privacy

Please keep your Username secure. For more information on how your privacy is protected, please refer to our Privacy Notice.

When you have successfully created your GCKey, you will see a page that says "GCKey Sign Up Complete".
Click "Continue".

Home → Confirm your Email Address

Confirm your Email Address

We have sent a confirmation code to ▮▮▮▮▮▮▮▮▮▮▮ Enter the code below to confirm your email address. The code will expire in 12 hours.

Confirmation Code: **(required)**

Please select **Continue** to proceed or **Cancel** to end this process.

| Continue | Clear All | Cancel |

If you did not receive an email with the confirmation code:

- Check your Junk or Spam email folder
- Try re-sending the email again
- Use a different email address

| Re-send | Use a different email address |

If you provided your email address, you will be sent a confirmation code by email.

Definitions | Frequently Asked Questions (FAQ) | Help

Home → Email Recovery Complete

Email Recovery Complete

You have successfully added the email recovery option.

Please select **Continue** to return to your GCKey account home page.

Continue

Privacy

Please keep your Email secure. For more information on how your privacy is protected, please refer to our Privacy Notice

When you have successfully provided the confirmation code, you'll see a page that says "Email Recovery Complete".
Click "Continue".

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Home ➜ Welcome UBCStudentUsername

Welcome UBCStudentUsername

From this page you can Change Your Password, Change Your Recovery Questions, Manage Your Email Address or Revoke Your GCKey.

To help protect your information, please remember to sign out and close your browser before leaving this computer unattended.

Please select **Continue** to return to the Government of Canada online service.

[Continue]

Options

Change Your Password

Change Your Recovery Questions

Manage Your Email Address

Revoke Your GCKey

Sign Out

After your email address has been added to your account, you will see a welcome message.
Click "Continue".

MENU ⌄

Home

Logout

Terms and Conditions

By accessing your account, you are agreeing to abide by the following Terms and Conditions of Use:

- You agree to keep your identification number(s) confidential and to not share it (them) with anyone. If you suspect that others have obtained your identification number(s), contact us immediately by clicking on the "Report a problem or mistake on this page" button.
- You certify that any information provided by you is true, accurate and complete.
- You understand and accept that as a security measure for administrative reasons, we can revoke your access if you fail to abide by the Terms and Conditions of Use.
- You understand and accept that we are not responsible for any losses or damages incurred by anyone because of:

   1. The use of the information available in your account
   2. Any restrictions, delay, malfunction, or unavailability of your account

- You understand and accept that by using your account and applying online, we can communicate with you (or your representative, if applicable) via e-mail.
- To continue, choose "I Accept" to indicate your acceptance of these Terms and Conditions. If you do not agree with these Terms and Conditions, choose "I Do Not Accept". Note, you will not be able to access your account unless you accept the Terms and Conditions.

If you use another type of browser software you should check with your software supplier to make sure that your browser has 128-bit secure socket layer encryption capability. Note: We are not responsible for any difficulties in downloading and installing software. Software suppliers are responsible for providing technical support. It is important that you sign out and close your browser before leaving this computer unattended. This will prevent unauthorized access to your personal information.

I Accept   I Do Not Accept

After you have created your GCKey, you will be prompted to accept the "Terms and Conditions" again.
Review the info and click "I Accept" to continue.

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MENU ⌄

Home > Create an account

Help | Logout

Create an account

Fill in all the required information and then choose the "Continue" button to create your account. We need this information to confirm who you are and to make sure:

- your information is available to you only; and
- your identity is validated on your return visits.

Create an account

Enter the following information as it appears on your passport. Use the "help" buttons to get details on where you can find this information. All fields are mandatory.

Given Name ❓

* Last name(s) (required) ❓

* Email address (required) ❓

* Preferred language of notification (required) ❓ — Please select ⌄

Continue   Cancel

On the "Create an account" page, enter your name, email address, and preferred language of notification.

Tip: Provide your name exactly as it appears on your passport or identity document.

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MENU ⌄

Signed in as UBC Student   Help | Logout

Create your security questions

You will need to answer one of your security questions each time you access your account. You will have two tries to answer the question.

If you can't answer the first security question, we will ask you another one of your four questions. If you can't answer any of your security questions, we will lock your account. You will not be able to recover your account online.

Create new security questions that are difficult to guess but are easy for you to remember.

* Security Question 1 (required)

* Answer 1 (required)

* Security Question 2 (required)

* Answer 2 (required)

* Security Question 3 (required)

* Answer 3 (required)

* Security Question 4 (required)

* Answer 4 (required)

Continue

Create your security questions and answers. You will need to answer one of your security questions every time you sign in to your IRCC secure online account.

Tip: be specific when creating your security questions (for example: my first name, country where I was born, city where I was born, my nationality) so that you know exactly what the answers should be.

MENU ⌄

Home > Your account

UBC Student's account

View the applications you submitted

Review, check the status or read messages about your submitted application.

Search: [   ] Showing 0 to 0 of 0 entries | Show [5 ⌄] entries

Application type ⇅	Application number ⇅	Applicant name ⇅	Date submitted ↓	Current status ⇅	Messages ⇅	Action
			No data available in table			

Did you apply on paper or don't see your online application in your account? Add (link) your application to your account to access it and check your status online.

Continue an application you haven't submitted

Continue working on an application or profile you haven't submitted or delete it from your account.

Search: [   ] Showing 0 to 0 of 0 entries | Show [5 ⌄] entries

Application type ⇅	Date Created ↓	Days left to submit ⇅	Date last saved ⇅	Action
		No data available in table		

Start an application

Apply to come to Canada   Refugees: Apply for temporary health care benefits   Citizenship: Apply for a search or proof of citizenship

Once you complete the above steps, you will be brought to your home page.
If you want to start an application, click "Apply to come to Canada" (even if you are in Canada) to start the questionnaire and create your document checklist.