

## General Information

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### What is a comparative evaluation?

A comparative evaluation is a document that generally indicates which educational benchmarks (or main diplomas) and areas of the curriculum in Québec can be compared to your studies completed abroad.

The comparative evaluation is an expert opinion for information purposes only. It differs from a diploma or diploma equivalence. It is a professional insertion tool that can provide information to regulators and employers in their admission or hiring processes. The comparative evaluation does not create any obligation to an employer, a professional order or any other regulatory body.

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### Procedure for submitting an application for a comparative evaluation

Complete the form «Application for comparative evaluation of studies done outside of Québec» and gather all required supporting documents in the proper format.

Place your documents and supporting documents in the following order:

- **Payment of applicable fees;**
- **Duly completed and signed Form section;**
- **Duly completed List of supporting documents section;**
- **All your documents and supporting items submitted in the order indicated in the List of documents to be submitted section.**

Your application must include the payment of the applicable fees, the duly completed and signed Form and the List of documents to be submitted sections, as well as all requested documents in the required format, otherwise it will be returned to you in full.

Visit our website for information on how to submit your application for a comparative evaluation: [www.quebec.ca/en/immigration/work-quebec/recognition-skills-acquired-abroad/getting-comparative-evaluation/prepare-application](http://www.quebec.ca/en/immigration/work-quebec/recognition-skills-acquired-abroad/getting-comparative-evaluation/prepare-application) Make sure you have dated and signed the form you are submitting to the Ministère de l'Immigration, de la Francisation et de l'Intégration (Ministère).

Mail it to the following address:

**Direction du regroupement familial et de l'enregistrement  
Ministère de l'Immigration, de la Francisation et de l'Intégration  
203-1200, boulevard Saint-Laurent  
Montréal (Québec) H2X 0C9  
CANADA**

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## Important

The Ministère does not evaluate diplomas submitted for intermediate studies or those that do not compare to a Québec diploma. The Ministère **does not evaluate**, for instance (non-exhaustive list):

- School programs representing less than one full-time school year;
- Incomplete post-secondary (higher) school programs;
- Unrecognized training not belonging to a formal education system;
- Certificates of education or registration;
- Primary and secondary education with less than nine years of schooling (not including preschool);
- Attestations or certificates of competence, training or professional qualification;
- Canadian school documents (for courses offered under a Canadian education system).

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## Certified copy of the original

The format «certified true copy» means that the issuer of the document or a recognized authority in the **country or territory that produced the original document** acknowledges that a photocopy is true or faithful to the original document that was submitted to them.

The words «certified true copy,» the identity and the title of the issuer or recognized authority who certified that the document is true to the original must appear on the certified photocopy.

To find out the requirements related to the «certified true copy» format, visit the Ministère's website at [www.quebec.ca/en/immigration/required-documents-formats#c175597](http://www.quebec.ca/en/immigration/required-documents-formats#c175597).

**To find out which authorities can certify a document as compliant, you should refer to the List of recognized authorities for certifying documents at [www.immigration-quebec.gouv.qc.ca/en/forms/search-title/list-authorities.php](http://www.immigration-quebec.gouv.qc.ca/en/forms/search-title/list-authorities.php).**

Do not send original documents unless otherwise specified in the List of Supporting Documents, as none of the documents submitted will be returned to you.

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## Translation

If you are submitting documents **or parts of documents** in a language other than French or English, please provide:

- **the document in its original language, in the required format,**
- **the original of the complete translation made by a recognized translator.**

For translation requirements and the definition of a recognized translator, visit the Government of Québec's website at [www.quebec.ca/en/immigration/required-documents-formats#c175600](http://www.quebec.ca/en/immigration/required-documents-formats#c175600).

**If the original document is written in French or English, but has a seal in another language, you must have it translated, even if it is a seal affixed by the authority that certified your documents.**

The Ministère reserves the right to require further translations.

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## Representation mandate

If you wish to have a person represent you before the Ministère, attach the Representation Mandate form (A-0525-AF) signed by you and by your appointee. You can download the form at [www.quebec.ca/en/immigration/get-represented-immigration-procedures#c172055](http://www.quebec.ca/en/immigration/get-represented-immigration-procedures#c172055).

## Part 1 Form

This form is used to submit a new application for a comparative evaluation.

Complete all sections of the form, referring to the General Information pages if necessary. **If you need more space, use a separate sheet of paper and write your name, date of birth and the corresponding section number on it.**

Any omission may result in the return or termination of your application without processing.

For use by the Ministère Date of receipt

Comparative Evaluation

### 1. Preliminary information

Have you ever applied for a comparative evaluation from the Ministère before ?

Yes      No      If yes, indicate your last file number:

### 2. Identity information

State your identity, then provide a photocopy of an acceptable piece of ID. If the name indicated is different from the one on your school documents, please enclose a photocopy of an accepted official document and its translation, if applicable, to support the change of name.

Gender      Female      Male

Please print your first and last name(s).

<input type="text"/>	<input type="text"/>
Last name (as indicated on the accepted identity document)	First name(s) (as indicated on the accepted identity document)
<input type="text"/>	<input type="text"/>
Last and first name at birth (if different from the name)	Other names on your school documents
<input type="text"/>	<input type="text"/>
Country of birth	Date of birth (year/month/day)

### 3. Correspondence address

Please refer to the following Web link to find out about the most important elements of a postal address in your country: [www.upu.int/en/postal-solutions/programmes-services/addressing-solutions](http://www.upu.int/en/postal-solutions/programmes-services/addressing-solutions).

State your complete mailing address, with the elements of your country's addressing system, to receive our correspondence.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Street number	Street	Appartment	P.O. Box
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
City	Province, territory or state	Postal Code	Country
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Email address	Phone number	Other phone number	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
Future mailing address (if applicable)			Date of move (if applicable)

If you plan on moving, indicate your future mailing address and the date you are moving.

## 4. Information about your studies

Visit the following website for information on our requirements for foreign school documents: [www.quebec.ca/en/immigration/required-documents-formats#c175600%20](http://www.quebec.ca/en/immigration/required-documents-formats#c175600%20).

You will find the List of authorities recognized by the Ministère for certifying documents on the Ministère's website at [www.immigration-quebec.gouv.qc.ca/en/forms/search-title/list-authorities.php](http://www.immigration-quebec.gouv.qc.ca/en/forms/search-title/list-authorities.php).

Refer to the following website for our document requirements for the translation of all or part of your documents, including seals, into French or English: [www.quebec.ca/en/immigration/required-documents-formats#c175600%20](http://www.quebec.ca/en/immigration/required-documents-formats#c175600%20).

- Please list all your schooling starting from primary school. However, provide only the secondary or post-secondary documents – translations must be in original format, and school documents must be in true copy format certified by a recognized authority as true to the original foreign documents - that you wish to have evaluated.

### Primary and secondary education (general or vocational)

Title of diploma obtained or last successful year  Name of program or specialization (if applicable)

Name of the educational institution attended  Number of years successfully completed in this program

City  Region, province, territory or state  Country

Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).

### Period of study

Start date (year/month)  End date (year/month)  Year in which the diploma was obtained (if applicable)

Title of diploma obtained or last successful year  Name of program or specialization (if applicable)

Name of the educational institution attended  Number of years successfully completed in this program

City  Region, province, territory or state  Country

Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).

### Period of study

Start date (year/month)  End date (year/month)  Year in which the diploma was obtained (if applicable)

Title of diploma obtained or last successful year  Name of program or specialization (if applicable)

Name of the educational institution attended  Number of years successfully completed in this program

City  Region, province, territory or state  Country

Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).

### Period of study

Start date (year/month)  End date (year/month)  Year in which the diploma was obtained (if applicable)

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## Post-secondary education (graduate, technological, university, etc.)

<input type="text"/>	<input type="text"/>
Title of diploma obtained or last successful year	Name of program or specialization (if applicable)
<input type="text"/>	<input type="text"/>
Name of the educational institution attended	Number of years successfully completed in this program
<input type="text"/>	<input type="text"/>
City	Region, province, territory or state
<input type="text"/>	<input type="text"/>
	Country

Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).

### Period of study

<input type="text"/>	<input type="text"/>	<input type="text"/>
Start date (year/month)	End date (year/month)	Year in which the diploma was obtained (if applicable)

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<input type="text"/>	<input type="text"/>
Title of diploma obtained or last successful year	Name of program or specialization (if applicable)
<input type="text"/>	<input type="text"/>
Name of the educational institution attended	Number of years successfully completed in this program
<input type="text"/>	<input type="text"/>
City	Region, province, territory or state
<input type="text"/>	<input type="text"/>
	Country

Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).

### Period of study

<input type="text"/>	<input type="text"/>	<input type="text"/>
Start date (year/month)	End date (year/month)	Year in which the diploma was obtained (if applicable)

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<input type="text"/>	<input type="text"/>
Title of diploma obtained or last successful year	Name of program or specialization (if applicable)
<input type="text"/>	<input type="text"/>
Name of the educational institution attended	Number of years successfully completed in this program
<input type="text"/>	<input type="text"/>
City	Region, province, territory or state
<input type="text"/>	<input type="text"/>
	Country

Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).

### Period of study

<input type="text"/>	<input type="text"/>	<input type="text"/>
Start date (year/month)	End date (year/month)	Year in which the diploma was obtained (if applicable)

You will find the List of authorities recognized by the Ministère for certifying documents on the Ministère's website at [www.immigration-quebec.gouv.qc.ca/en/forms/search-title/list-authorities.php](http://www.immigration-quebec.gouv.qc.ca/en/forms/search-title/list-authorities.php).

Refer to the following website for our document requirements for the translation of all or part of your documents, including seals, into French or English: [www.quebec.ca/en/immigration/required-documents-formats#c175600%20](http://www.quebec.ca/en/immigration/required-documents-formats#c175600%20).

## ► Post-secondary education (graduate, technological, university, etc.)

Title of diploma obtained or last successful year		Name of program or specialization (if applicable)	
Name of the educational institution attended		Number of years successfully completed in this program	
City	Region, province, territory or state	Country	
Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).			
<b>Period of study</b>			
Start date (year/month)	End date (year/month)	Year in which the diploma was obtained (if applicable)	

Title of diploma obtained or last successful year		Name of program or specialization (if applicable)	
Name of the educational institution attended		Number of years successfully completed in this program	
City	Region, province, territory or state	Country	
Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).			
<b>Period of study</b>			
Start date (year/month)	End date (year/month)	Year in which the diploma was obtained (if applicable)	

Title of diploma obtained or last successful year		Name of program or specialization (if applicable)	
Name of the educational institution attended		Number of years successfully completed in this program	
City	Region, province, territory or state	Country	
Other details, if applicable (e.g., «I completed this program on a part-time basis», «I studied at a distance», «Due to [...], I was exempted from completing a year of study», «I earned a second diploma named [...] at the end of the same program, etc.).			
<b>Period of study</b>			
Start date (year/month)	End date (year/month)	Year in which the diploma was obtained (if applicable)	

## 5. Presence of a representative

Are you appointing someone else to represent you for this application for comparative evaluation?

Yes      No

If yes, indicate the name of this person and attach a proxy (representation mandate) to your application for a comparative evaluation.

Last name	First name(s)
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## 6. Protection of personal information

The personal information collected on this form and in the attached documents is required to process your application for a comparative evaluation of studies done outside Québec. We may use this personal information for study, research and statistical purposes, as well as for program or service quality evaluation. We may also use them to send you any information relevant to your application. Finally, we will be able to use it for audits of schools outside Québec and for the purposes of customer satisfaction surveys.

### Protection of personal information

The personal information provided will be treated as confidential. Apart from communication outside the Ministère de l'Immigration, de la Francisation et de l'Intégration (Ministère) in accordance with the section entitled Communication of your personal information, your personal information will be consulted only by employees of the Ministère who are authorized to access it, when necessary for the performance of their duties. Please note that certain risks, rules, guarantees and rights are associated with the processing of personal information and that we make every effort to ensure the protection of such information. It will be saved in compliance with our retention schedule.

### Consequences of your refusal to comply with this request

Should you refuse to comply with this mandatory request for the use and collection of personal information, we may refuse to process your application. Consequences of withdrawing consent

As this is a mandatory request, please note that your personal information is required to continue processing your application. You will not be able to withdraw your consent.

### Your rights regarding your personal information

You have the right to know what personal information we hold about you, to have it communicated to you and to request that it be modified.

If you are in the European Union, you have the right to object to the processing of your personal data or to request the restriction of processing. In this case, we will have to stop processing your application for comparative evaluation, and any fees charged will not be refunded. In order to exercise these rights, you must contact the person responsible for access and protection of personal information within the Ministère. To find out how, visit our website at: [www.quebec.ca/gouvernement/ministere/immigration/acces-information](http://www.quebec.ca/gouvernement/ministere/immigration/acces-information) [In French Only].

If you consider that the use of your personal information does not comply with the Act respecting access to documents held by public bodies and the protection of personal information, you may file a complaint in accordance with our [Processus de traitement des plaintes et des commentaires de la clientèle \(Customer Complaints and Comments Handling Process\)](#). If you disagree with the final decision, you can file a complaint with the [Commission d'accès à l'information](#) du Québec.

### Consent to the collection and use of personal information

The consent you give through this form is valid until the purposes of the collection are achieved.

### Help in understanding the scope of consent

For assistance in understanding the scope of this consent, please call the Customer Contact Centre at 514-864-9191 for the Greater Montréal area or outside Québec, or 1-877-864-9191 elsewhere in Québec (toll-free).

### Disclosure of your personal information

The following personal information: first name, last name, date of birth, diploma title, field of study, diploma identification number, city and year of graduation may be communicated to a Québec or Canadian public body or to an educational institution, employer or organization specializing in the verification of educational documents in order to assess and verify the truthfulness of the facts contained in your declarations.

Should you choose not to provide your personal information, we may refuse to process your application.

## 7. Declaration

### I declare,

- That I have provided all the necessary information and documents, in the required format, for the evaluation of my education done abroad;
- That I have provided only legible, accurate and truthful information and documents;
- That I have transferred all submitted documents to the Ministère and that it will be able to dispose of them according to its retention schedule;
- That I will notify the Ministère promptly of any changes to the answers provided on this form.

### I acknowledge,

- That I have read the privacy notice in the previous section;
- That I have read the conditions and restrictions set out in the General Information section of this Form;
- That the applicable fees are not refundable and do not guarantee that the Ministère will provide me with a comparative evaluation.

### I understand that the Ministère may,

- Return or terminate the application for a comparative evaluation if the Ministère has not obtained the information or documents necessary for its evaluation, in the required format, from myself or a third party;
- Verify or have verified the information and documents I have provided by a third party, which may result in longer processing times;
- Receive my questions, comments or any new documents or information up to 365 days after sending the result or the termination notice of my application for a comparative evaluation.

### If I provide any information or document that is erroneous, altered, false or misleading, I understand and agree that the Ministère may,

- Refuse to provide me with a comparative evaluation;
- Keep my application for a comparative evaluation and all supporting documents;
- Refuse to provide any evidence relating to the evaluation carried out;
- Refuse to analyze any new application for comparative evaluation that I may submit during the three years following the beginning of the present application;
- Disclose any erroneous, altered, false or misleading information or documents to other administrative units of the Ministère.

Fill in these fields after reading the declaration.

► In witness whereof, I have signed in

\_\_\_\_\_  
City Country Date (year/month/day)

Please sign to confirm your agreement with this declaration.

► Signature

\_\_\_\_\_  
Client





## Part 2 List of supporting documents

Check the box corresponding to each document you are submitting. You can attach this completed list to your application and provide all requested documents in the required format.

For rules on documentation requirements (format and translation of documents), visit the Ministère's website at [www.quebec.ca/en/immigration/required-documents-formats#c175600](http://www.quebec.ca/en/immigration/required-documents-formats#c175600).

If you are providing translations of documents, please place them on top of the translated document.

Do not submit any original documents unless otherwise specified in the following sections, as none of the submitted documents will be returned to you.

### Forms and Declarations

Application for comparative evaluation of studies done outside of Québec

Required  
format

Submitted  
document

► Fill out, date and sign the Application for a Comparative Evaluation form (sections Form and List of documents to submit) and the Declaration.

A	<ul style="list-style-type: none"> <li>Form <u>Application for comparative evaluation of studies done outside of Québec (0361-F0)</u> including:                             <ul style="list-style-type: none"> <li>section 4, which contains your information on all your studies abroad, even if you do not wish to have all of your trainings evaluated,</li> <li>the Declaration (section 7), duly completed and signed.</li> </ul> </li> </ul>	Original	
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### Representation Mandate

If this section does not apply to your situation, proceed to the next section.

Required  
format

Submitted  
document

► Please provide this form if you are appointing someone to represent you with your application for a comparative evaluation. You may download this form from the Ministère's website at [www.quebec.ca/en/immigration/get-represented-immigration-procedures#c172055](http://www.quebec.ca/en/immigration/get-represented-immigration-procedures#c172055).

B	<ul style="list-style-type: none"> <li><u>Representation Mandate</u> form A-0525-AF, duly completed and signed by you and the person representing you.</li> </ul>	Original	
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### Supporting Documents

Identity

Required  
format

Submitted  
document

► Provide a document that attests to your identity (preferably a colour photocopy). Your declared name must appear on it.

C	<ul style="list-style-type: none"> <li>Pages of your valid passport indicating your identity (surname, first name, date of birth, place of birth) and the date of issue of the passport;</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>Act or certificate of birth;</li> </ul> <p style="text-align: center;">OR</p> <ul style="list-style-type: none"> <li>One of the following documents, issued by <b>Immigration, Refugees and Citizenship Canada</b>:                             <ul style="list-style-type: none"> <li>canadian citizenship certificate,</li> <li>permanent Resident Card,</li> <li>confirmation of Permanent Residence document,</li> <li>asylum Seeker document.</li> </ul> </li> </ul>	Photocopy	
D	<ul style="list-style-type: none"> <li>In the event of a name change, also provide one of the following documents:                             <ul style="list-style-type: none"> <li>marriage record or certificate,</li> <li>certificate of change of name,</li> <li>divorce or marriage annulment certificate or judgment.</li> </ul> </li> </ul>	Photocopy	

► If the name on your different from the one on your identity card, please also provide of a name change.

Submit a certified true copy of the original of each foreign educational document you wish to be evaluated (certified true copy, preferably in colour).

You will find the **List of authorities recognized by the Ministère for certifying documents** on the Ministère's website at [www.immigration-quebec.gouv.qc.ca/liste-autorites-reconnues](http://www.immigration-quebec.gouv.qc.ca/liste-autorites-reconnues).

Place each certified true copy of a diploma on top of the original of the associated transcript to facilitate the processing of your application for a comparative evaluation.

Foreign Educational Documents		Required format	Submitted document
E	For primary education: <ul style="list-style-type: none"> <li>No documents to provide, the Ministère does not evaluate them.</li> </ul>	N/A	N/A
F	For high school studies not completed: <ul style="list-style-type: none"> <li>Transcripts detailing each course and the marks obtained for the last two years of successful study.</li> <li>If the transcripts do not indicate that you successfully completed your secondary studies, provide another document from the educational institution you attended confirming the portion of the program you successfully completed.</li> </ul>	Certified true copy of the original by a recognized authority	
G	For completed general secondary education: <ul style="list-style-type: none"> <li>Official diploma obtained.</li> </ul>	Certified true copy of the original by a recognized authority	
H	For completed vocational secondary or post-secondary (higher) education: <ul style="list-style-type: none"> <li>Official diploma obtained;</li> <li style="text-align: center;"><b>AND</b></li> <li>Transcripts detailing each course and the marks obtained for each grade.</li> </ul>	Certified true copy of the original by a recognized authority	
I	Pour les études postsecondaires (supérieures) non complétées : <ul style="list-style-type: none"> <li>Aucun document à fournir, le Ministère ne les évalue pas.</li> </ul>	N/A	N/A

For more information on translation requirements and the definition of a recognized translator, visit the Ministère's website at [www.quebec.ca/en/immigration/required-documents-formats#c175600](http://www.quebec.ca/en/immigration/required-documents-formats#c175600).

Translations		Required format	Submitted document
J	If you are submitting documents or parts of documents — photocopy of a document proving identity, certified copy of the original of a school document, etc. — in a language other than French or English, please provide for each document in its original language: <ul style="list-style-type: none"> <li>A translation in full of the original document, produced by a <u>recognized translator</u>.</li> </ul> <p>If the original document is written in French or English, but has a seal in another language, have it translated, even if it is a seal affixed by the authority that certified that your document is a true copy of the original.</p>	Original	

## Payment of applicable fees

Processing of your comparative evaluation will not begin until we have received payment of the applicable fees.

Failure to include payment with your application for comparative evaluation, or insufficient payment, will result in your application not being processed and returned to you.

Refer to the Ministère's website for the applicable fees and accepted methods of payment: [www.quebec.ca/en/immigration/work-quebec/recognition-skills-acquired-abroad/getting-comparative-evaluation/prepare-application](http://www.quebec.ca/en/immigration/work-quebec/recognition-skills-acquired-abroad/getting-comparative-evaluation/prepare-application).

Cheques and bank drafts, produced less than 6 months ago, must be made payable to the «Ministre des Finances du Québec.»

Print your name and date of birth on the back of the cheque last name(s).

	Required format	Submitted document
<p>► The applicable fees must be paid in Canadian dollars (CAD). Please note that cash payments, personal cheques and traveller's cheques are not accepted.</p> <p><b>K</b></p> <ul style="list-style-type: none"> <li>• One of the accepted methods of payment :               <ul style="list-style-type: none"> <li>– certified cheque drawn on a Canadian bank,</li> <li>– bank draft drawn on a Canadian bank,</li> <li>– cheque issued by a currency exchange broker,</li> <li>– cheque issued by a Canadian company,</li> <li>– canada Post money order.</li> </ul> </li> </ul> <p style="text-align: center;"><b>OR</b></p> <ul style="list-style-type: none"> <li>• If you choose to pay by credit card (Visa, Mastercard, American Express), please complete, sign and attach this form to your comparative evaluation application :               <ul style="list-style-type: none"> <li>– payment by credit card (A-0591-F0).</li> </ul> </li> </ul>	Original	