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WORK PERMITS | INTERNATIONAL MOBILITY PROGRAM

# Intra-Company Transfer Work Permit for Canada: C61, C62 and C63

An ICT work permit lets a multinational company move a key employee from its office abroad to a related business in Canada, with no LMIA. Check if you qualify, which code fits and how long you can stay.

| LMIA | CODES | MAX STAY | EXPERIENCE |
|---|---|---|---|
| **Not required** | **C61 · C62 · C63** | **5–7 years** | **1 year in last 3** |

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**Note on code C12:** Until December 14, 2022, general ICT permits used one code, C12. On December 15, 2022, IRCC replaced it with C61 (new branch or affiliate), C62 (executives and managers) and C63 (specialized knowledge), and has since deleted its old C12 instructions. Start with the eligibility checker in section 1.

# 1. ICT Eligibility Checker

Answer each question from the dropdown lists. The checker shows your likely code, what is missing and how long you can stay. It follows IRCC's ICT officer instructions.

Choose an answer in each list; the result updates after each choice. Questions 6 to 8 only count for the roles shown, and question 10 does not apply to start-ups. The form works in Adobe Acrobat Reader and most desktop PDF readers. If no result appears, use the checker on the Neximm webpage for this guide, or the checklist in section 3.

**1. What will you do in Canada?**

Choose an answer

**2. Does your employer earn revenue in at least one country besides its home country?**

Choose an answer

**3. How is the Canadian company linked to your employer abroad?**

Choose an answer

**4. Is the Canadian business actively operating?**

Choose an answer

**5. How long have you worked full-time for the company abroad, in a similar role, in the last 3 years?**

Choose an answer

**6. What authority do you have in your role?** Executives and managers

Choose an answer

**7. What makes your knowledge specialized?** Specialized knowledge

Choose an answer

**8. Do you or your family own a controlling interest in the foreign company?** Start-up (C61)

Choose an answer

**9. Will your pay be at least the prevailing wage for the job and city in Canada?**

Choose an answer

**10. How much time have you already spent in Canada as an intra-company transferee?**

Choose an answer

**Your result**

**Self-check only:** This is general information, not legal advice. The officer decides based on your facts and documents.

# 2. What Is an ICT Work Permit?

The ICT permit is an employer-specific, LMIA-exempt work permit under the International Mobility Program, issued under paragraph R205(a) for work with significant benefit to Canada. Instead of an LMIA, the employer:

1. Submits an offer of employment through the IRCC Employer Portal under section R209.11.
2. Pays the employer compliance fee.
3. Gives you the offer of employment number for your work permit application.

The program helps companies manage and grow their Canadian business. It is not for moving a general workforce, and it is temporary: you are expected to return to your job abroad (IRCC).

| | GENERAL ICT (THIS GUIDE) | FREE TRADE AGREEMENT ICT |
|---|---|---|
| **Legal basis** | R205(a) | R204(a) |
| **Codes** | C61, C62, C63 | Vary by agreement (for example, T38 under CUSMA) |
| **Who can apply** | Any nationality | Citizens of the treaty country (FTA page) |

# 3. Who Can Qualify?

You must meet every condition below. Tick each one you meet.

- ☐ **Current job abroad:** you work for a multinational's enterprise outside Canada as an executive, manager or specialized knowledge worker
- ☐ **1 year of experience:** continuous full-time work in a similar role with that company in the 3 years before you apply (part-time hours do not add up)
- ☐ **Same capacity:** you move in the same role type you hold now
- ☐ **Job kept open:** your position abroad stays available for your return
- ☐ **Qualifying employer:** the Canadian company is a parent, subsidiary, branch or affiliate and is actively doing business
- ☐ **Admissible:** you meet the usual temporary residence requirements

Work under a direct contract with the company can count if you worked only for that company (IRCC).

# 4. Which Companies Are Eligible?

**Multinational corporation:** the company must earn revenue in at least one country besides its home country. It cannot use the ICT to open its first foreign operation; Entrepreneurs and self-employed (C11) may fit better.

| QUALIFIES | DOES NOT QUALIFY |
|---|---|
| Parent and subsidiary | Supplier or client relationships |
| Branch of the same entity | Contracts, licensing or franchise agreements |
| Affiliates under common ownership and control | A small stock holding, shared board members, consortia or cartels |

Ownership and control decide the link; non-profits can qualify on the same test (IRCC definitions). Both companies must trade regularly for your whole stay. A paper company, or one with only an agent or mailing address in Canada, fails (genuine job offers).

**Mergers and acquisitions:** a takeover does not end eligibility if the qualifying link survives and the new owner took on the assets and obligations and runs the same business (IRCC restructuring guide).

# 5. The Three Categories: C61, C62 and C63

| CODE | WHO IT IS FOR | KEY PROOF |
|---|---|---|
| **C61 Start-up** | Executive, manager or specialized knowledge staff sent to set up a new Canadian branch, subsidiary or affiliate | Premises (a representative's address until leased), HR plan, funding and business plan, launch timeline |
| **C62 Executive or manager** | Executives (TEER 0) who direct the company or a major part; managers (TEER 1) who run it, a department or an essential function | Reporting lines, staff managed, hire and fire authority; a business large enough for the role |
| **C63 Specialized knowledge** | Key staff with advanced proprietary knowledge and advanced expertise; roles expected in TEER 0 to 2 | Uncommon company knowledge plus significant recent experience (about 2+ years in the last 3) |

**Watch for:** first-line supervisors and title-only managers do not qualify under C62. Under C63, industry skill, short in-house training or rolling out an off-the-shelf product rarely counts. Owners with a controlling interest, and their family, cannot use C61 unless the company is a multinational (IRCC).

# 6. How Long Can You Stay?

| CODE | FIRST PERMIT AND EXTENSIONS | MAXIMUM TOTAL STAY |
|---|---|---|
| **C61** | Up to 1 year. No extension as a rule; 6 months if delays were outside your control | 1 year, then C62 or C63 |
| **C62** | Up to 3 years, then 2 years at a time | 7 years |
| **C63** | Up to 3 years, then 2 years at a time | 5 years |

- **Cumulative limit:** time counts across all ICT codes, including free trade agreement ICTs; the overall cap is 7 years.
- **Recapture:** documented absences of 30+ consecutive days (such as parental leave) can be added back (IRCC update).
- **Passport:** the permit cannot outlast your passport (validity guidance).

## 7. Documents Checklist

- [ ] Proof of the corporate link: incorporation records, share registers, ownership charts, annual reports
- [ ] Proof both companies are active: financial statements, business licence, tax returns, payroll account, commercial lease
- [ ] Offer of employment number and proof the compliance fee was paid
- [ ] Company letter: your current role, the skills needed, your Canadian role, planned stay and how the companies are related
- [ ] Proof of 1 year of full-time work in the last 3: employment letters, payslips, tax records
- [ ] Organization charts showing your position abroad and in Canada
- [ ] Degrees, certifications, reference letters and job descriptions
- [ ] C61 only: business plan, funding proof, HR plan, launch timeline, premises
- [ ] C63 only: proof of proprietary knowledge and expertise and why the Canadian role needs it
- [ ] Passport, forms and biometrics unless exempt

## 8. Wage, Work Location and Other Rules

- **Wage:** at least the prevailing wage for the job and city (Job Bank wages). Allowances and per diems do not count; pay can be in another currency. For C63 this is a firm minimum.
- **Location:** physical commercial premises, or a real shared space. Home-based businesses, virtual offices and mailbox addresses are not accepted. If the job could be done remotely, explain why you must be in Canada; a time-zone gap is not enough.
- **Control:** the Canadian company must direct your daily work, even at a client's site. Without a Canadian position, the business visitor rules may apply instead.
- **Category:** you may only do the job on your permit. A role change needs a new permit.

# 9. Common Refusal Reasons

Officers tie refusals to R200 and R205(a). The most common issues:

| REFUSAL REASON | WHAT IT LOOKS LIKE | HOW TO PREPARE |
|---|---|---|
| **Relationship does not qualify** | Supplier, client, licence or franchise link, or thin ownership proof | Clear ownership and control records |
| **Business not active** | No staff, revenue or premises | Lease, payroll, tax filings, financials |
| **Not a multinational** | Operates only in its home country | Proof of revenue in 2+ countries |
| **Role not senior enough** | Supervisor or title-only manager | Reporting lines and authority |
| **Knowledge not specialized** | Industry skills or trainable skills | Prove both parts of the test |
| **Not enough experience** | Under 1 full-time year in the last 3 | Payslips, letters, tax records |
| **Wage or process issues** | Pay below prevailing wage, or offer and fee not done first | Match Job Bank wage; finish employer steps |

# 10. After the Limit and Other Options

Once you reach the cap you cannot extend under any ICT code. Work full-time for the company outside Canada for at least 1 year in an equivalent role, then apply again: your clock resets. To switch category before the cap (for example, specialized knowledge to manager), you need 1 year in the new type of role with the company in the last 3 years (IRCC).

**If you do not qualify:** companies without foreign operations may look at C11; short trips without a Canadian role may fit business visitor rules; citizens of treaty countries may use a free trade agreement ICT. Many ICTs also plan permanent residence early, through Express Entry or a Provincial Nominee Program.

# 11. How Neximm Can Help

An ICT file has two authors: your employer and you. An officer reads both side by side, and a mismatched title, vague support letter or inconsistent payslip can sink a strong case.

Neximm Immigration is an RCIC-led consultancy based in Dehradun, India. A licensed Regulated Canadian Immigration Consultant advises on and represents your file, working with your employer and you from day one.

- **Category check:** matching the role to C61, C62 or C63
- **Corporate proof:** ownership, control and active business evidence
- **Support letter:** a detailed company letter and offer of employment
- **Timing plan:** extensions, the cap and a permanent residence plan
- **Application preparation:** forms, uploads, fees and follow-up with IRCC

**Book your ICT assessment today**

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## Official IRCC sources

IRCC program delivery instructions – Intra-company transferees [R205(a) – C61, C62, C63]: https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/exemption-codes/intra-company-transferees.html

IRCC – Employer-specific LMIA-exempt work permits (Employer Portal): https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/eligibility/employer-specific-labour-market-impact-assessment-exemptions.html

IRCC Help Centre – Employer compliance fee: https://ircc.canada.ca/english/helpcentre/questions-answers-by-topic.asp?st=17.4.2

IRCC – Entrepreneurs and self-employed [C11]: https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/exemption-codes/entrepreneurs-self-employed-seeking-only-temp-residence-r205-c11.html

IRCC – International free trade agreements: https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/international-free-trade-agreements.html

IRCC – Business visitors: https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/work-without-permit/business.html

IRCC – Mergers and acquisitions guide: https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/guide-mergers-acquisitions.html

IRCC – Genuineness of job offers: https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/genuineness.html

IRCC – Validity period of work permits: https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/foreign-workers/eligibility/eligibility-admissibility-conditions-including-validity-period.html

IRCC – Deletion of old C12 instructions: https://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/updates/2025-imp-intra-company-transferees-deletion.html

Immigration and Refugee Protection Regulations – R205: https://laws-lois.justice.gc.ca/eng/regulations/SOR-2002-227/section-205.html

Job Bank – Compare wages: https://www.jobbank.gc.ca/trend-analysis/search-wages

*This guide offers general information and is not legal advice. It is based on IRCC program delivery instructions reviewed in October 2026. IRCC rules can change at any time. Contact Neximm Immigration for advice on your own situation.*