

## LETTER OF EXPLANATION SAMPLE FOR CANADIAN VISA

BY

### SCHOLARSHIP ABROAD ACADEMY

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Insert Letter Head (LETTER HEAD IS NOT COMPULSORY)

06 November 2019  
The Canadian Embassy  
Visa Section  
Abuja,  
Nigeria.

Dear Sir/Madam,  
Attn.: Visa officer

**Subject: APPLYING FOR STUDY PERMIT (Canada) LETTER OF EXPLANATION**

My admission application has been approved and I am writing to apply for a Study Permit, having been accepted into a .....at .....to commence in January 2022. The original letter of acceptance from the institute is attached.

Introduction: I am a professional IT person, holding an extensive work experience of more than 4 years in this field. After my secondary school education, I worked with an IT company and I have gone further to establish my own company, Bright IT Solutions, with the support of my father who believes in my dream of building a successful business with the right structure. I am currently working as the CEO of the company, and we own several properties (Original landed properties of the company are attached)

Purpose: According to the recent market trends and needs I have decided to enhance my educational qualification. Hence, I strongly feel that this is the right time for me to update my educational portfolio. In the current market, there is a huge demand for IT solutions. It is a profitable business and does not depreciate, so I will like to update my business skills to meet up the requirements of my company and client's needs. I am aware that being a successful Entrepreneur and Consultant requires quality training. This is why I am seeking to study Masters in Canada to enable me successfully build Bright IT Solutions up to international standard. I have observed that most businesses in Nigeria start with a lot of enthusiasm but do not last long because the leadership is not well equipped with the right business skills and knowledge to pilot the affairs of the company. Therefore studying Masters in Business would enable me to make a lasting positive impact on my business and that of others as a sought-after IT Business consultant in my country.

Purpose of choosing Canada: Canada has world-class educational institutions, and Canadian certificates are recognized all over the world. The Canadian educational system encourages development of transferable skills. Moreover, in this age of technological advancement, Canadian universities ensure that technology is employed in teaching to make learning enjoyable for millennials.

Purpose of choosing Niagara: I have chosen ..... because it is a prestigious institution that offers quality training in my chosen field, which is Masters in Business. This prestigious college has rich course content that is diverse as it includes training in entrepreneurship and other aspects of business (add others courses that the program offers). I strongly believe that ..... will give me the best training to achieve my goal of becoming a successful business mogul that will create jobs and build a business when I return back to Nigeria. I was awarded a scholarship of CAD 20,000.00 for each academic year for a period of 4 years. I will also be supported by father, in addition to the full scholarship I received. I have also paid CAD500 to make reservation for accommodation at .....

Funds available: According to my earnings and savings, I have attached my account statement and my father's account statement which is equivalent of about (CAD43,000) that will sustain my study in Canada.

I have attached documents of landed properties owned by....., which is worth about CAD 76,000. My father is a member of the board of directors and shareholder..... Hence, he will oversee the business along with supervising other businesses of the trucks and the tanks he owns in my absence. I have also attached an affidavit of my purpose of traveling, (**optional**) fathers/sponsors affidavit, proof of school fee payment, accommodation payment registration, and certificate of company registration, police clearance, WAEC result and birth certificate.

I assure you that on completion of my course, I will return back, to my company as I also have strong family ties in Nigeria and a thriving business. ( **My suggestion is to add one or two lines as to how you will implement the knowledge you have acquired in the program in the company.**) I have no family member in Canada. I would be grateful for your positive consideration as I have to be in Canada on the 6<sup>th</sup> of January 2020 to begin lectures.

I believe that the information I have provided is adequate and in detail. However, if you have any queries, please feel free to contact me on .....or email: .....I have also attached several documents to boost my application.

Thank you so much in advance for your kind consideration.

Thank you.

Yours Faithfully,

(signature)

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Attached to this letter are

1. Police Certificate
2. Waec Results
3. Bachelor's degree certificates
4. Proof of properties
5. Pictures with my father
6. Business registration documents
7. Awards and recognition
8. Business ID
9. Pension documents
10. Tax documents