Document copies and backup kit

Make paper and digital copies of every important document, store them safely, and know where each original is.

NAME _____ DATE _____

Document	Paper copy	Digital copy	Where the original is kept	Expiry
Passport	☐	☐		
Study permit	☐	☐		
Visa or eTA record	☐	☐		
Letter of acceptance	☐	☐		
Transcripts	☐	☐		
English test results	☐	☐		
Health card or insurance	☐	☐		
SIN confirmation	☐	☐		
Lease	☐	☐		
	☐	☐		

STORE SAFELY

- ☐ Store digital copies in a secure, password-protected place
- ☐ Leave a copy with someone I trust at home
- ☐ Carry my passport only when I need it