IET101 Course Syllabus

About the Course

This is a self-study, online course facilitated by the Refugee Sponsorship Training Program (RSTP), and funded by Immigration, Refugees, and Citizenship Canada (IRCC). This 9 week introductory level course is designed to provide participating students with an overview of the Private Sponsorship of Refugees (PSR) program in Canada. Students will also gain an understanding of the international context in which the Canadian PSR program operates. By offering this e-training free of charge to participants, the RSTP aims to strengthen the knowledge base and work of current and future refugee sponsors and service providers in Canada.

Who this training is for

This course is intended for private sponsors* of refugees, staff members of NGOs and inter-governmental agencies, settlement service providers, and those with an interest in refugee resettlement and sponsorship. It is assumed that participants have none to some pre-existing knowledge of the global refugee context and are taking this course to benefit their professional/volunteer work. Due to the high interest in this course, enrollment in the RSTP E-Training courses is currently not being extended to persons who are located outside of Canada. Eligible students must reside in Canada and have created an RSTP E-Training user account before the registration deadline.

*(Groups of Five, Community Sponsors, and Sponsorship Agreement Holders, their Constituent Groups, and Co-sponsors)

Course Format

This course has 8 learning modules which include weekly required readings, videos, and a corresponding quiz. Students are expected to complete the weekly readings and the quiz before they can access the next module. A compulsory final exam will test students' accumulative knowledge as based on the reading materials and discussions. Each module also includes links to additional resources. Students may also wish to participate in live chat sessions, discussion forums and scheduled webinars to enhance their learning.

Module 1 - Global Overview of Forced Migration provides a background on global migration and refugee issues. It will look at causes and effects of migration with a focus on the various forms of forced migration. The module will also highlight the international refugee definition and the durable solutions available to refugees.

At the end of this module, you will:
- be familiar with the causes and effects of migration
- be able to explain the term 'forced migration' and its different forms
- understand the difference between refugees and other migrants
- have a general understanding of international refugee protection
- be familiar with the international refugee definition and the legal instruments that determine Convention Refugee status
- be able to name and explain the three durable solutions for refugees

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Module 2 - Canada's Immigration Programs provides an overview of Canada's Immigration Programs, and the Canadian response to forced migration through the protection of refugees seeking asylum in Canada, and those resettled from overseas.

At the end of this module you will be able to:
- Distinguish between the three Canadian immigration categories in Canada (Humanitarian, Economic, and Family);
- Describe resettlement, and the Canadian refugee resettlement program;
- Explain the term Private Sponsorship of Refugees and identify the different ways to undertake a private sponsorship (PSR, BVOR, RRAP and JAS).

Module 3 – Refugee Eligibility and Admissibility Requirements This module will focus on which persons may be privately sponsored and how refugees are classified, and will also examine the two key factors that person overseas must meet to qualify for refugee resettlement to Canada.

At the end of this module, you will be able to:
- Understand the eligibility requirements to be selected as a privately sponsored refugee;
- Identify the two classes under which persons qualify for resettlement to Canada;
- Explain the sponsor's role in, and the importance of, pre-screening potential refugee applicants before submitting a private sponsorship undertaking (application).

Module 4 – The Private Sponsorship Process - An Overview of the process of sponsoring a refugee to come to Canada. It will look at reasons for sponsoring refugees, who can be a sponsor, and how to form a sponsoring group. We will then move on to an overview of the sponsorship process from submitting an application in Canada and the overseas application process to the arrival of the refugee. This module will conclude by looking at the benefits of getting involved in refugee sponsorship.

At the end of this module you will be able to:
- Outline the steps in the sponsorship process and the factors to take into account when deciding to sponsor;
- Explain who may sponsor a refugee and the various ways to form a sponsoring group;
- Describe the overseas process after a sponsorship undertaking is submitted;
- List factors that motivate people to get involved in refugee sponsorship.

Module 5 – The Application Process This module will focus on details of the sponsorship application, including the forms that sponsor-referred refugees must complete, and the forms required for each type of sponsoring group.

At the end of this module you will be able to:
- Describe the decision-making structure of each sponsorship group, and identify who is contractually liable when the undertaking document has been signed;
- Explain what a Constituent Group (CG) is, and who can be a co-sponsor;
- List and explain G5 and Community Sponsor forms and the supporting documentation required by sponsors;
- List and explain how to fill out the refugee forms in the IMM 6000 package, as well as describe the supporting documentation that would be beneficial to include.

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Module 6 – Settlement Planning This module will detail how to develop a settlement plan using the factors groups must take into consideration when outlining how they will support their sponsored refugees after arrival in Canada. The settlement plan is not only an essential requirement of the application process, but an important tool that will help a sponsorship group understand the unique needs of each of the family members, the amount of funds to be provided, and who will be assigned to meet the various responsibilities involved in helping the newcomers settle in Canada.

At the end of this module you will be able to:
- Outline which parties must be involved in settlement planning and the components of a settlement plan;
- Explain power imbalance;
- List the factors to consider when creating a realistic budget and explain the sponsoring group's financial liability;
- Describe the preparations required for the arrival of sponsored refugees.

Module 7 – Overseas Processing and Preparing for Arrival Previous modules of this e-training course described the overall sponsorship process including the application forms and settlement planning. This module will explain the overseas processing notifications, interview process, privacy considerations, preparations for the arrival of the newcomers, as well as highlighting some of the issues that may arise during the settlement process.

At the end of this unit you will:
- Be able to explain the overseas processing notifications and preparing for the interview;
- Be able to plan and prepare for the arrival and initial settlement process of the sponsored newcomers;
- Be familiar with some practical issues and challenges that might come up in the settlement process;
- Understand the importance of dividing responsibilities among the sponsoring group members.

Module 8 – Providing Post Arrival Settlement Support In this final module of the e-training course we will focus on post-arrival settlement supports. Initially we will take a closer look at the sponsoring of refugees with special needs under the Joint Assistance Sponsorship (JAS) Program. We will then discuss the benefits of working with settlement agencies and how to best work with interpreters.

The module will also turn to the final steps in a sponsorship, and provide guidance on assisting sponsored newcomers to make the transition to the post-sponsorship period, including registration for provincial social assistance if they are not yet fully self-supporting. Finally the course will end with exploring the importance of evaluating the sponsorship experience.

At the end of this module you will be able to:
- Describe Culture Shock;
- Explain the role of settlement agencies and interpreters;
- Explain how to prepare newcomers for integration and the post-sponsorship period;
- Discuss the importance of evaluating after completing a sponsorship.

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Course Activity Completion & Grading

1. **Modules – required activity**
    The 8 learning modules contain weekly readings that must be completed before you can advance to the next module. Students should expect to spend at least 1-2 hours each week on the reading activity.

2. **Quizzes – required activity**
    There are 8 quizzes in this course consisting of 15 questions. When you submit a quiz, you will automatically be provided with the correct answer and some feedback. It is your responsibility to review your scores and the feedback immediately following the quiz. A review of the weekly quizzes will be provided in a webinar (see course schedule).

    Grading:
    All 8 quizzes make up 50% of the final course grade.

3. **Final Exam – required activity**
    The course concludes with a final exam. It will be available on the scheduled date, and can be accessed once all previous quizzes have been completed. This final exam is cumulative and consists of 50 multiple choice and True/False questions.

    Please consult the course schedule for the due date of the final exam. As with the weekly quizzes, you will see correct answers for each question as well as your final exam score immediately after you submit the exam. Students will be provided with an opportunity to discuss the final exam during the review webinar (please refer to course schedule).

    Grading:
    The final exam is worth 50% of the final course grade.

4. **Webinars and Video Chat Sessions – voluntary participation**
    Students will have the opportunity to virtually meet each other and the RSTP Online Course Coordinator:
    - Every Monday from 6pm – 7pm EST the course facilitator will review the previous week's module and answer any additional questions from participants.
    - During each of the four scheduled webinars – orientation, review of quizzes 1-4, review of quizzes 5-8, review of the final exam.

    Participation in these video chat sessions/webinars is voluntary but highly encouraged as many students find it helpful for their learning. Recordings of the orientation webinar and the weekly video chat session module reviews will be available to course participants who are unable to attend the live session.

    Please consult the course schedule for video chat session/webinars dates and times.

5. **Discussion Forum – voluntary participation**
    One discussion question will be posted each week to engage students with the course material. The discussion questions correspond to the learning modules. While participation in the discussion forum is not mandatory, we encourage you to read and respond to the question in order to apply some of the learned material to real life scenarios. Please note that there are no wrong or right answers. Rather, the questions are meant to stimulate meaningful discussions

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and exchange of ideas.

Bonus marks: 1/4 of a bonus mark can be earned per weekly discussion question. Students can earn up to 2 bonus marks during the term, which will be added onto their final percentage mark. Please note that students must already be passing the course to receive bonus points.

6. **Course certificates**

   Please note that approximately 12 hours overall should be dedicated to completing the module readings; submission of all 8 quizzes and the final exam (60% passing grade) must also be completed, and students must achieve a minimum overall course grade average of 60% to qualify for a course certificate.

Course Evaluation

The RSTP kindly asks that you take a couple of minutes to complete a course evaluation survey at the end of the course. Your input and feedback are very valuable and needed for the continued work of the RTSP team. We thank you in advance!

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