

Date: [March 25, 2025]

To: Immigration, Refugees and Citizenship Canada (IRCC)

Dear Visa Officer,

My name is shihao lu, and I am currently a full-time Master' s student at western university, located in London. I am writing to apply for an extension of my study permit, which is currently set to expire on September 30, 2025.

As part of my academic program, I have been approved for a co-operative education (co-op) work term that is scheduled to extend my program until December 31, 2025. I am submitting this extension request to cover the duration of my co-op placement, which is an integral and mandatory component of my graduate studies.

Regarding the requirement for a Provincial Attestation Letter (PAL), I would like to respectfully note that I am applying for a study permit extension from inside Canada as an international student already enrolled in a graduate-level program (Master' s degree). As per the current IRCC guidelines, applicants in my situation are exempt from the PAL requirement.

Please find attached the necessary documents supporting my application, including:

- A letter from my university confirming my enrollment and co-op extension
- My co-op offer/placement letter
- A valid passport copy
- Proof of funds
- My current study permit

Thank you for your time and consideration. Please let me know if any additional documents are required.

Sincerely,

Shiaho lu

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