



# Saskatoon Newcomer Checklist



Prairie Community Services for Temporary Foreign Workers - Created by John Francisco - April 2024

# Connect with a Settlement Counsellor

Settlement counsellors help newcomers with navigating different services and supports available to them. If you are moving to Saskatoon, please reach out to us! Especially if you would like more information and guidance on the topics shared.

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Online Registration





# Finding Housing



Finding housing is important because a lease agreement or proof of residence is needed for many different things. Therefore, making it your top priority is advisable.

A quick way of finding housing is to use platforms like **Facebook Marketplace** or **Kijiji**.

If you are seeking affordable, emergency, or transitional housing, consider reaching out to the **Saskatoon Housing Initiatives Partnership (SHIP)**. You can contact their general office line at **(306) 979-6706**.



# Important Numbers

You will need two different numbers related to working in Saskatchewan. First, is the Social Insurance Number (SIN), given by Service Canada. Second, you need to call to get an Immigration Career Training Number (ICT) to help you get access to free services.

## SIN Number

A Social Insurance Number (SIN) is required for work and to access job-related services. Apply for a SIN, at a Service Canada office for faster service.

The Service Canada office is located at Market Mall, at 120-2325 Preston Avenue South, Saskatoon

## ICT Number

An ICT number is a number provided by the Saskatchewan Government. It is required to access services such as English classes or employment assistance.

To contact Career Services, call their toll-free number at 1-833-613-0485 and follow the prompts: select option 2, then option 3.



# SK Health Card

It is recommended that people apply for a health card online at **eHealth Saskatchewan**. The standard wait time to receive your health card in the mail is 2-3 months. You can check your application's progress online too!

While you are waiting for your Saskatchewan health card, you can still access a physician for free at **SWITCH Clinic**.

1

Make an account at **eHealth Saskatchewan**.

2

Fill out information for any family members who have traveled with you.

3

Upload your families Permits, Passports, and Lease Agreement.  
**Done!**



# Registering Kids for School

There are three main school divisions in Saskatoon. When registering your children for school, the most common school divisions are Saskatoon Public Schools, Greater Saskatoon Catholic Schools, and Prairie Spirit School Division for rural areas.

Students who are not Canadian citizens may have to register at a “Newcomer Centre” at each division. These centers can help you with throughout the registration process by providing interpreters.

[Saskatoon Public Schools](#)

[Prairie Spirit School Division](#)

[Greater Saskatoon Catholic Schools](#)

# Driving & Licensing in Saskatchewan

If you have a work permit and a license from your home country, you can drive in Saskatchewan for the duration of your work permit. If your license from home country expires or your work permit expires you are no longer able to drive in the province. For more information on driving in Saskatchewan please call **SGI**.

**When you are driving look below to see what you need to carry with you for identification:**

**1**

**A Drivers License in English,  
International Drivers License,  
or a Translated Drivers License**

**2**

**A picture or copy of your passport  
as secondary identification**

**3**

**SGI Saskatchewan ID  
You can get this for free at an SGI  
office.**



# Employment Services in Saskatoon

Employment Services help people find employment opportunities. Primary services include helping look for job postings, refining resumes, cover letters, and interview skills, training programs, and hosting job fairs and events. Be sure to get your ICT number first.

Saskatoon Open Door Society Employment Service Unit

Saskatchewan Intercultural Association Employment Programs

Global Gathering Place Employment Programs

YWCA Employment Services





## Work Permit for Vulnerable Workers

The Government of Canada provides a temporary open work permit if you are facing abuse from an employer. The permit is short term and is given quicker than the normal wait time. The goal is to enable you to have employment and leave a difficult situation.

**Here's  
where to  
go!**

# Problems with your Employer?

## Employment Standard & Complaints

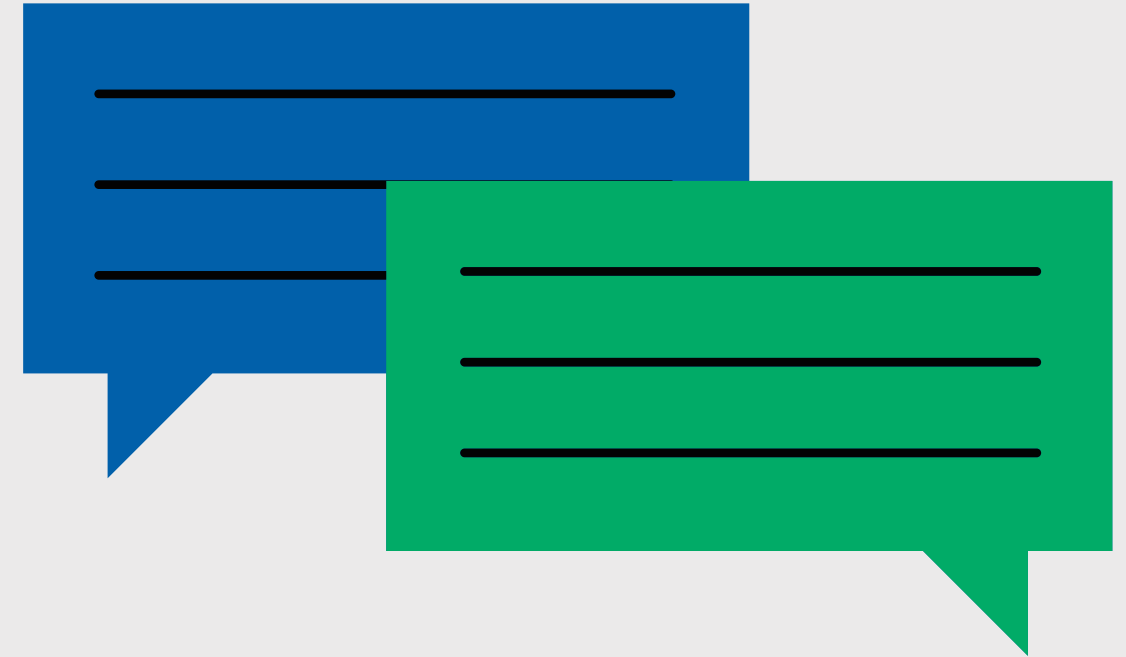
Employment standards and complaints is a good way to know the cultural norms of working in Saskatchewan. They also help file complaints regarding an employer and can help with compensation if you have been paid unfairly.

# Finding English Classes

To get access to English classes you will need your ICT number.

From there, you will need to book an English Assessment to see your Canadian Language benchmark (CLB) Score. To schedule an assessment call **International Women of Saskatoon** at **306-978-6611**.

Once you've completed the test, you can then connect with the **Global Gathering Place** for English Class enrollment by contacting them at **306-665-0268**.



# Saskatoon Public Libraries

To apply for a library card in Saskatchewan, you may fill out an application from the [website](#), or visit any local library.

Adults and teenagers (ages 14+) must show two pieces of identification, one establishing their current address and a second piece that verifies identity.

A library card is free and comes with many physical and digital resources, programs, events, access to a computer, and even counselling.

**Alice Turner Branch  
Library**  
110 Nelson Rd  
306-975-8127

**Carlyle King Branch Library**  
3130 Laurier Dr  
306-975-7592

**Frances Morrison Library**  
311 23rd St E  
306-975-7558

**JS Wood Branch  
Library**  
1801 Lansdowne Ave  
306-975-7590

**Mayfair Branch Library**  
602 33rd St W  
306-975-7591

**Rusty Macdonald  
Library**  
225 Primrose Dr  
306-975-7600

# Benefits you can apply for



## Saskatchewan Housing Benefit

It is a provincial benefit to help lower the cost of your rent and utilities. You will need to submit your lease agreement, paystubs, and work permits. Depending on your income and family size the amount will change.

## City of Saskatoon - Leisure Access Program

Saskatoon Open Door Society offers letters to newcomers who didn't apply for taxes last year. These letters are valid for the Leisure Access and Discounted Bus Pass Programs. With this pass, clients receive free leisure center memberships and a letter for \$10+ off monthly bus passes for one year.

## Canada Revenue Agency.

Work Permit holders can access two benefits through the Canada Revenue Agency (CRA): The **GST/HST and Canada Carbon Rebate** programs, which offer refunds every three months on taxes and environmental fees. Additionally, after 18 months, they become eligible for the **Canada Child Benefit**, providing support to parents with children under 18 years old.