Changes to the basis of claim (BOC) form or basis of claim information

Use this form to change or add to your basis of claim (BOC) form or the basis of claim information you provided in your refugee application submitted through the Immigration, Refugees and Citizenship Canada (IRCC) Portal.

Important information

- You should submit this form to the Refugee Protection Division (RPD) as soon as possible after you become aware of new information or realize that information you provided was incorrect or incomplete.
- Only tell us about information that you are changing or adding. Do not send information that has not changed.
- Clearly explain what information has changed or been added.
- The RPD Member may ask you questions about these changes or additions at your hearing, including why you made them.
- **As of November 3, 2026, the time limit for sending changes or additions to the BOC form or BOC information has changed.** Changes or additions to your BOC form or BOC information must generally be received no later than five days after the day you receive the notice to appear (NTA) for your hearing.
- The RPD has implemented a temporary measure to provide time to adjust to the new time limit. If your claim was referred to the RPD on or before November 2, 2026, and:
  - You receive your NTA on or before January 3, 2027, any change or addition to your BOC form or BOC information must be provided without delay and no later than 10 days before your hearing.
  - You receive your NTA after January 3, 2027, any change or addition must be made without delay and no later than 5 days after you receive the NTA.
- If your claim was referred to the RPD on or after November 3, 2026, any change or addition to your BOC form or information must be made without delay and no later than 5 days after you receive the NTA.

For more information on BOC forms and BOC information, including what you should include, see: **Step 2: Provide your basis of claim information.**

Part A: Tell us whose BOC form or information is being changed or updated

Tell us whose BOC form or information is being changed or updated. If it applies to all family members, list each family member. Include the RPD file number or UCI for every person you list. If you need to list more than five (5) people, attach an additional page with the remaining names and RPD file numbers or UCIs.

Name: _____ RPD or UCI file number: _____

Name: _____ RPD or UCI file number: _____

Name:		RPD or UCI file number:	
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Name:		RPD or UCI file number:	

Part B: Provide your changes or additions

Use this section to tell us about any changes or additions to the information in your BOC form or BOC information. This means any changes or additions that you would like to make to your responses to questions on the BOC form or to your refugee claim application. This also includes your explanation (or narrative) for why you are making your refugee claim.

For each change or addition, provide:

- the section or number of the question you are updating (for example, "family information" or "previous claim history"), if you know it;
- the information you are changing or adding; and
- how the information is different from the information you provided before.

Important: There is a limit to how many words you can write in the space below. You should write directly into the boxes. Do not copy and paste. If you need more space, you may attach additional pages, or supporting documents, but you do not have to.

Part B: (continued)

Part C: Declaration – required

Complete the declaration that applies. Use Declaration A if you did not need an interpreter. Use Declaration B if you needed an interpreter.

Each **adult** claimant who is providing changes or additions to their BOC form or information must make a declaration.

For children under the age of 18 who do not have an adult with them: The person named by the IRB to represent the child in their claim must complete the form on their behalf.

If more than five (5) **adults** need to make the declaration, attach an additional page with the remaining names and RPD file numbers or UCIs.

A. If you completed this form without an interpreter, complete this declaration:

Declaration:

By clicking the box below, I declare that the information provided is complete, true and correct. I declare that I am able to read English and that I have fully read and fully understood the entire content of this form and all attached documents.

☐ First name: Last name:

☐ First name: Last name:

☐ First name: Last name:

☐ First name: Last name:

☐ First name: Last name:

B. If an interpreter helped you complete this form, complete this declaration:

Declaration:

By clicking the box below, I declare that the entire content of this form and all attached documents have been interpreted to me. I declare that the information I have provided in this form is complete, true and correct.

☐ First name: Last name:

☐ First name: Last name:

☐ First name: Last name:

☐ First name: Last name:

☐ First name: Last name:

Interpreter declaration

I, _____, declare that:

- I have accurately interpreted the entire content of this application and all accompanying documents for the claimant from English to the following language:

  Language _____ dialect (if any) _____

- I am proficient in both languages and was able to communicate effectively with the claimant.
- The claimant has assured me that they understood the entire content of this application, including all accompanying documents and the answers provided, as interpreted by me.

E-signature: _____ Date (YYYY-MM-DD): _____

Submit your form

You can submit this form to the RPD as follows:

If you have counsel or a representative

- Your counsel or representative must submit this form through My Case Portal on your behalf.

If you do not have counsel

- If you have received an invitation to register for My Case, you must submit this form through My Case Portal.
- If you have not received an invitation to register for My Case, you may submit this form:
  - By email to the regional email address for the region where you are located; or
  - In person or by mail to the RPD.

To find the RPD contact information for your region, consult https://irb-cisr.gc.ca/en/contact-us

Visit https://irb-cisr.gc.ca/en/my-refugee-claim for more information on the refugee claim process and how to send documents.

Tell us who is submitting this form

This form was completed by: _____ on: _____

(print name of claimant/protected person or counsel) Date (YYYY-MM-DD)