

Express Entry Intake

Collect a client's full Express Entry profile in one secure online form, with optional AI document auto-fill and a copy-button transcription view. Premium.

Up to date as of v1.32.0

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What it is

Express Entry Intake collects everything you need to build a client's Express Entry profile in one secure online form. You send the client a private link; they confirm their identity and fill in a form that mirrors the official IRCC Express Entry profile: application details, personal details, contact details, study and languages, and work history.

When the client submits, you get a clean transcription view, with a copy button on every field, to key the profile into IRCC. Nothing is sent to you until the client submits. This is an intake tool to prepare the profile; it is not an IRCC form, and nothing is filed to IRCC from here. Express Entry Intake is a Premium feature.

Sending an intake and the client experience

Start an Express Entry Intake for a client who has a Service Agreement on file, then send the invitation. The client receives a private, single-use link.

To open the form, the client confirms the email address the invitation was sent to and the Service Agreement number, then enters a one-time code emailed to them. They fill the form at their own pace on any device, can save and return any time, and can switch between English and French whenever they like. If you resend the invitation, the previous link stops working.

AI document auto-fill

On each page the client can upload documents to fill the form automatically: a passport or national ID, a utility or phone bill, transcripts, diplomas, ECA reports, language test results, or work reference letters. The AI reads them and proposes values for that page; the client reviews each proposal, unticks anything wrong, and applies.

Two language tests fill the first and second language slots; multiple work documents each add a job and the client chooses the main one. Uploaded documents are read once to fill the form and are never stored. Any AI-suggested code, such as a NOC, is a starting point to verify, not a final answer.

Co-editing, transcription, and reopening

Before the client submits, you can co-edit any answer from the dashboard, and every field shows where its value came from. When the client submits, the form locks and you get a transcription view laid out in IRCC page order, with a copy button on every field.

If a correction is needed after submission, reopen the form and the client is emailed a fresh link.

Security and languages

Every answer and question is encrypted at rest under your firm's own key. The invitation link carries an opaque token, never the agreement reference, and rotates whenever you resend it. Audit records store only counts and flags, never the client's answers or documents.

The entire client form is available in English and Quebec French. The client can switch languages at any time.