

I Invited a foreign national to UBC, what kind of IRCC authorization do we need?

IRCC Authorization

UBC has a responsibility as an employer to ensure all those who we invite to come to research, work, and visit and collaborate have the correct IRCC authorization to come to UBC. All foreign nationals require authorization to visit, work and / or study in Canada. The chart lists the most common reasons to come to UBC and will help you identify which IRCC authorization is needed. Remember to supply the foreign national with the appropriate documentation. Call HRS if you have any questions or email at immigration.help@ubc.ca

**Please note - Canadian permanent residents can work, study and visit Canada without further authorization.*

Reason for visit to Canada	IRCC Authorization Type	Can UBC pay remunerations?
Conference Attendee - Sole Purpose	Business Visitor Record	No
Conference Attendee - Guest Speaker - No More Than 5 Days	Business Visitor Record	Yes
Conference Attendee - Guest Speaker - 6 Days or Longer	Talk to HRS	Talk to HRS
Researcher - Contributing to UBC Research Project - 120 Days or less	Talk to HRS	Yes
Researcher - Collaboration with UBC - More Than 4 months	Work Permit	Yes
Self Funded Researcher - No Benefit or Collaboration with UBC	Business Visitor Record	No
Self Funded Researcher - Collaboration with UBC	Work Permit	Yes
Guest Lecturer	Work Permit	Yes
Visiting Faculty - Retains Appointment Abroad	Work Permit	Yes
Attending Meetings - Sole Purpose	Business Visitor Record	No
International Student - Working in Lab - Unpaid	Talk to Go Global	No
International Student - Working in Lab - Paid	Talk to HRS	Talk to HRS
Candidate for UBC Position - Interview	Business Visitor Record	No
UBC Faculty or Staff - Unpaid	Work Permit	No
UBC Faculty or Staff - Paid	Work Permit	Yes

IRCC Authorization	Documentation for Foreign National
Business Visitor Record	Invitation Letter (incl. dates of travel, expenses or remuneration paid & reason for travel)
Work Permit - LMIA Required	Labour Market Impact Assessment & Offer Letter
Work Permit - LMIA-Exempt	Labour Market Impact Assessment Exemption offer of employment number (A012345678), \$230 CAD Fee Receipt & Offer Letter (incl. remuneration details)

Housing and Relocation Services - <http://www.hr.ubc.ca/housing-relocation/>

Go Global - <https://students.ubc.ca/about-student-services/go-global>

Disclaimer: Please always refer to the IRCC website or contact HRS for most up-to-date information.