



IMPORTANT INFORMATION for Foreign Visitors

- **Work Permit Application and Fees:** <http://www.cic.gc.ca/english/information/applications/work.asp>
- **Temporary Resident Visa and Fees:** <http://www.cic.gc.ca/english/visit/apply-how.asp>
- **Processing Times:** <http://www.cic.gc.ca/english/information/times/temp/workers.asp>
If a medical and/or police clearance are required, allow for additional processing time.
- **Medical Examination:** <http://www.cic.gc.ca/english/information/medical/medexams-temp.asp>
- **Police Certification:** <http://www.cic.gc.ca/english/information/security/police-cert/intro.asp>
- **Canadian Consulates, Embassies & High Commissions:** <http://www.cic.gc.ca/english/information/offices/apply-where.asp>
- **Tax Waiver for Non-Residents in Canada:** <http://www.cra-arc.gc.ca/E/pgb/ta/r105/r105-12e.pdf>
If you will receive monies from a Canadian source during your visit and you wish to explore the possibility of having a reduction in Canadian taxes, you must send Canada Revenue Agency (CRA) a completed Form R105, *Regulation 105 Waiver Application* no later than 30 days prior to your arrival in Canada. CRA is entirely responsible for making the decision about whether your taxes will be reduced or waived.
- **Health Care Insurance:** <http://www.health.alberta.ca/health-care-insurance-plan.html>
If your work permit is valid for at least one full year, you may be able to obtain Alberta Health Care Insurance.
If your stay in Canada is less than one year and/or you do not require a work permit, you must provide proof of medical insurance prior to coming to Canada. **Ensure that your medical insurance covers both on and off campus activities.**
- **Social Insurance Number (SIN) and Payment of University of Alberta Financial Assistance**
<http://www.servicecanada.gc.ca/en/sc/sin/index.shtml> If you receive a work permit, but do not have a SIN, you must obtain one. If you already hold a SIN, update it after your work permit arrives. **Send a copy of your SIN and work permit to: Payroll and Benefit Services 2-60 University Terrace, 8303-112 St., Edmonton, AB T6G 2T4.**
- **Accompanying Spouse/Partner Employment** <http://www.cic.gc.ca/english/work/arriving.asp#spouse>
If you receive a work permit and it is valid for at least six months, your spouse/partner may apply for an open work permit without advance confirmation by Service Canada. The open work permit can be obtained either at the same time, or after you apply for your own work permit. Your spouse/partner will need to provide evidence supporting his/her relationship to you.
- **Accompanying Children**
If your children accompany you to Canada and will attend school in this country, immigration may require that you obtain study permits for them. Contact the nearest Canadian Consulate, Embassy or High Commission for instructions.
- **Inviting Non-Canadians to Canada**
If you would like to invite a foreign national to visit, contact our University Immigration Specialists at: immigration.services@ualberta.ca prior to extending the invitation.
 - **University Policies and Procedures:** <https://policiesonline.ualberta.ca/PoliciesProcedures/Pages/A--Z-Listing.aspx>
University of Alberta students, staff, and visitors are subject to university policies and procedures.
Details regarding intellectual property can be found at: <http://www.gradstudies.ualberta.ca/gpm/Section10.aspx>
- **Changes To Your Stay In Canada**
If there are any changes to the duration of your stay, financial support, or the location/type of activities that you will carry out while in Canada, contact our University Immigration Specialists at immigration.services@ualberta.ca before implementing these changes.
- **Additional Resources**
 - Bringing Pets to Canada: <http://www.inspection.gc.ca/english/anima/imp/petani/petanie.shtml>
 - Bringing Vehicles to Canada: <http://www.cbsa.gc.ca/publications/pub/bsf5048-eng.html>
 - Canada Border Services Agency: <http://cbsa-asfc.gc.ca/menu-eng.html>
 - Citizenship and Immigration Canada: <http://www.cic.gc.ca>
 - Settling in Canada (Bringing Personal Effects): <http://cbsa-asfc.gc.ca/publications/pub/bsf5114-eng.html#s5>
 - Tax Information for Non-Canadian Citizens: <http://www.cra-arc.gc.ca/tx/nrrsdnts/menu-eng.html>
 - Travelling with Children: <http://cbsa-asfc.gc.ca/publications/pub/bsf5082-eng.html#s1x2>
 - Employment and Social Development Canada: http://www.esdc.gc.ca/eng/jobs/foreign_workers/reform/info_fw.shtml