



REQUEST FOR INTERNATIONAL VISITING STUDENT WORK PERMITS

REQUESTED BY

Last Name

First Name

Faculty

Title

Actual Location of Research

Street Address

City/Province

Postal Code

Email of Supervisor

Application Date

Phone Number

VISITOR INFORMATION AS EXACTLY DISPLAYED ON THEIR PASSPORT

Family Name:

Given Names

Date of Birth
(YYYY-MM-DD):

Country of
Citizenship

Country of Birth:

Country of
Residence

Gender

Female

Passport #

Male

Name of Home
University

Mailing address as it
should appear on the
letter of invitation

Telephone:

Email:

DETAILS OF THE POSITION

Student Status	Ph.D. Candidate	Undergraduate
	Master Student	Not enrolled in an academic program

How does the job meet the requirements of the exemption being requested

Exemption Code C44: Research award recipients paid by foreign or Canadian institutions:

Academic research award recipients who are supported by their own country or institution and invited by Canadian institutions to conduct research activities in Canada may also be eligible for this exemption.

Eligibility:

The applicant must be the direct recipient of the award involving work and remuneration.
The applicant must actively contribute to and benefit a Canadian research project
The applicant should demonstrate academic excellence or expertise in a field related to the work to be done
The applicant should have a significant role to play or value to add to the research project

Details of the work to be conducted

Minimum education Required

Ph.D	Bachelor's Degree Post
Master's Degree	Secondary Education

Arrival YYYY-MM-DD:

Departure
YYYY-MM-DD:

Duration
(months or years)

FUNDING INFORMATION:

Funded Provided by:	UNB	Scholarships	Other Sources
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Please provide details including amounts, account numbers, duration and funding agencies:

INTELLECTUAL PROPERTY:

Please indicate whether the collaborative project involving the Visiting Scholar is:

- A. solely academic/scholarly in nature, or
- B. involves work tied to an existing agreement (e.g., contract, sponsored research agreement, material transfer agreement, license agreement, etc.) that contain terms related to Intellectual Property and/or Confidentiality.

If you have selected option A, please indicate which response should appear on the letter of invitation

The foreground intellectual property resulting from the collaboration shall be owned by UNB.

Unless otherwise agreed in writing by you and UNB, you will retain ownership of any foreground intellectual property created by you during the collaboration (solely when you have created it individually, and jointly when it has been created by your effort and that of one or more members of UNB).

If you have selected option B, the following will appear on the letter of invitation:

Ownership terms for any foreground intellectual property (FIP) resulting from this collaboration will be discussed and agreed to prior to your arrival at UNB, by way of a separate agreement.”

APPLYING TO THE SCHOOL OF GRADUATE STUDIES (SGS)

All students enrolled in an academic program abroad, must maintain student status at UNB. Therefore, they must apply and be accepted as a Visiting Student with the SGS. Once accepted, the Visiting Student receives all the benefits of a UNB student including: access to health services, covered under UNB's health and liability insurance, eligible to live on campus, and be supervised by a UNB Faculty member.

The fee for Visiting Students is \$1,790.00 for the first term. An additional \$264.50 will be charged to extend the insurance coverage per term.

The fee breakdown is as follows:

Tuition and Processing Fee:	\$1,371.00
Graduate Student Association	\$ 54.00
Technology Fee	\$ 18.00
Wellness Fee	\$ 82.50
International Emergency Health Insurance	\$ 264.50

Please ensure the following documents are attached to the completed form:

- Completed Application Form
- Visiting Student Curriculum Vitae
- Visiting Student Passport Page
- Letter confirming status at home University
- Letter of acceptance from the UNB School of Graduate Studies

An Offer of Employment completed with the Offer of employment number will be sent to the Visiting Student and UNB supervisor on behalf of the UNB by Dr. John Kershaw, Assistant Vice President (Partnerships)

Processing times can vary.

Once all documents - including approval from SGS - are received, it can take up to 2 weeks to process the letter of offer / offer of employment number. It could take several weeks to months for CIC to process the work permit application.

For CIC processing times, please go to: <http://www.cic.gc.ca/EnGLIsh/information/times/index.asp>

If you have any questions or require further information please contact Veronica McGinn at 447-3344 or by email at veronica@unb.ca