



FOREIGN VISITOR CATEGORY ASSESSMENT

IRCC Required information to assess LMIA exemption to complete Offer of Employment ID Number and Fee

Please submit a copy of the foreign national's passport photo page with this document

IMPORTANT: ALLOW 3 MONTHS FOR VISITOR TO GET IMMIGRATION DOCUMENTS - IF THEY ARRIVE LATER THAN THE START DATE ON OFFER LETTER, A REDUCED WORK PERMIT MAY IMPACT ENTITLEMENT TO BENEFITS/ HEALTH CARE.

Academic Category of Non-Canadian Visitor

Visiting Professor

Post Doctoral Fellow

Research Award Recipient

Other (please explain below)

A. Foreign Visitor Information

1. Family Name (As shown on passport)		3. Gender	
2. Given Name(s) As shown on passport)			
4. Date of Birth		5. Country of Birth	
6. Citizenship		7. Country of Residence	
8. Passport Number		9. Passport Expiry Date	

B. Position Information

1. Job Title			
2. Please Provide the address of the primary physical job location. MUST INCLUDE: Room number, street number, street name & postal code			
3. Will the worker perform job duties at more than one job location? NO YES If yes, where:			
4. Expected Start Date (YYYY/MMM/DD)	5. Expected Duration of Employment		
6. Main Duties of the Job – Please Elaborate			

7. Minimum Education Requirements of Job (eg. MSc, PhD)			
8. Experience and Skills Required to Complete the Job Duties			
9. Are there any provincial/federal certification, licensing or registration requirements for the job?			
YES Details:		NO	
10. How much will you pay the foreign national directly?			
11. Number of hours worked per day			
12. Number of days worked per week			
13. Alternate Compensation Scheme (if applicable - financial details of research award etc.)			
14. Academic status of your visitor in their country of residence <small>e.g. faculty, student, award recipient or other (specify)</small>			
15. Benefits (What the University of Manitoba, home institution, or award will pay: eg. travel costs)			
16. Vacation (if applicable)			
17. Faculty/Departmental Visa Card Number to pay \$230 Employer Compliance Fee:			
Cardholder Name:	Card Number:	Expiry:	Security Code:
18. I, _____ (Print Name) Confirm that the information provided in this form is true and correct to the best of my knowledge at the time of submission.			
Digital Signature		Date	

NOTE: This is an employer compliance fee and must be paid by the University of Manitoba. It CANNOT be paid by the visiting academic

Please ensure the Academic reads the following notice before submitting the information.

Notice Regarding Collection, Use, and Disclosure of Personal Information by the University:

Your personal information is being collected under the authority of The University of Manitoba Act. The information you provide will be used by the University for the purpose of processing the Immigration, Refugee and Citizenship Canada to obtain the Offer of Employment ID number and paying the employer compliance fee. Your personal information may be disclosed to Citizenship and Immigration Canada in order to obtain documents required for the work permit application process. Your personal information will not be used or disclosed for other purposes unless permitted by The Freedom of Information and Protection of Privacy Act (FIPPA). If you have any questions about the collection of your personal information, contact the Access & Privacy Office (tel. 204-474-9462), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB