

BRINGING THE WORLD TO U OF T



UNIVERSITY OF
TORONTO

When anyone at the University, including through its researchers acting as principal investigators with grant funding administered through U of T, is considering hiring an employee or engaging an independent contractor to perform work in another country, such as an international colleague, researcher, expert knowledge holder or student in an international location, it is important that appropriate University approvals are obtained and that all applicable laws in the individual's home jurisdiction are followed. Assessing the steps that need to be taken can take some time, so you should begin your planning early, including reaching out to the resources set out below as soon as possible. The first place you should go is:

immigration.utoronto.ca

This website has been created to provide those who wish to engage employees and contractors for the University of Toronto with information needed to obtain the appropriate approvals and issue the appropriate invitation to international collaborators, academics, and students. Remember that all international visitors to the University, even those who will not receive pay, must receive the right invitation.

Why is it important to use the right invitation?

If the wrong invitation is used, foreign nationals may:

- Have their application for a work or study permit refused;
- Be issued the incorrect type of work or study permit;
- Have their travel documents confiscated; or
- Be detained or turned back at the border

If someone is hired through the Labour Market Impact Assessment (LMIA) process but the terms of employment set out in the LMIA request are different from the actual terms and conditions, the University could face heavy penalties for violations, which include:

- A max \$1,000,000 fine per year per infraction;
- Previously issued work permits being revoked; and
- A lifetime ban on hiring foreign workers in any capacity (including tenure and teaching stream positions)

University of Toronto Immigration Contacts

The University of Toronto has a team in place to answer your immigration-related questions and assist faculty and staff in navigating the rapidly changing immigration protocols and regulations. If you would like to invite – or have been asked to host – a foreign national, please reach out to the appropriate contact below.

**Faculty, Visiting
Professors, Guest Lecturers**

Please contact
faculty.immigration@utoronto.ca

**Postgraduate Medical
Trainees**

Please contact
pgme.international@utoronto.ca

**Visiting
Undergraduate
Students**

Please contact
placements@utoronto.ca

**Visiting Graduate
Students**

Please contact
sgs.international@utoronto.ca

**Staff, Research
Associates, Postdoctoral
Fellows, other inquiries**

Please contact
hr.immigration@utoronto.ca