

Labour Market Impact Assessment (LMIA) Exemption Application

Preamble

The purpose of this form is to allow for a UNBC Faculty member to apply for a streamlined immigration process for International Academic Services research personnel. This request requires payment of a compliance fee of **\$230** to submit to Immigration, Refugees and Citizenship Canada (IRCC) via credit card. Please provide your HR representative with a UNBC credit card number over the phone.


Primary Contact Information of Employer

Last Name: Given Name:

Job title: Telephone number:


Email:

Details of Job


Title of LMIA exemption being requested: 

LMIA exemption code:

Explanation of how the job meets the requirements of the exemption being requested:



Job title:

National Occupational Classification (NOC) code: 

Address of physical job locations (if different from UNBC address):

Expected start date of employment (YYYY-MM-DD):

Expected duration of employment (in months):

Main duties of the job:

Minimum education requirements of the job:

Experience/skills requirements of the job:

Foreign Worker Information

Family Name (as shown on the passport):

Given Name (as shown on the passport):

Gender: Date of Birth (YYYY-MM-DD):

Country of birth: Country of residence:

Citizenship: Passport number:

If not paying the foreign national directly, please provide alternate compensation scheme:

I confirm that I have read and understood the contents of this form. I declare that the information that I have provided in this form is true, complete and accurate. I confirm that I understand that if I have made a false declaration or have otherwise provided false or misleading information the potential employee's application could be rejected. I further confirm that I understand that providing such false or misleading information, making a false declaration or failing to declare all information material to the potential foreign workers application could be an offense and/or constitute non-compliance under the *Immigration and Refugee Protection Act*.

Supervisor Name:

Supervisor Signature:

FAQs

- **Q: Can HR check the status of this application?**
A: HR can only see if the candidate's application has been matched to theirs.
- **Q: How do I (the Candidate) apply for a work permit?**
A: <https://www.canada.ca/en/immigration-refugees-citizenship/services/work-canada/permit/temporary/apply.html>
- **Q: What does UNBC need from a candidate to allow them to start work?**
A: We require a copy of their active work permit, proof of SIN application, and any requested hiring documents.
- **Q: How long does the application process take?**
A: HR's LMIA exemption application is instant once the application is paid for, but the candidates application is dependent upon IRCC backlogs.
- **Q: How do I (the supervisor) cancel and LMIA exemption if the candidate withdraws?**
A: HR can withdraw the application if it hasn't been "matched" in the system and get a refund; however if the applications have been matched, an email request to IRCC needs to be sent with an explanation.