



Living Lab Canada, visa protocol (25-10-19) and other useful information.

Here is the web link that will provide you with some useful information. Click on the "Échanges internationaux" tab and "Venir à l'UQTR – Stage de recherche ». { HYPERLINK "https://oraprdnt.uqtr.quebec.ca/pls/public/gscw030?owa_no_site=4451" }

- 1) Apply for an internship by sending a motivation letter, cv and transcript of grades to Margot Verwei (mgp.verwei@avans.nl)
- 2) Possibility of skype meeting between student and professor.
- 3) After approval by professor (Barnabé) he will send an invitation letter.
- 4) Signing 'agreement research internship international students' by both parties. To be signed by the intern, the representative of his university and the Director of International Relations of the UQTR
- 5) Send a copy of the first page of the passport to stage.international@uqtr.ca
- 6) a) If the intern is in Canada for 120 days or less, only apply for an electronic Travel Authorisation (eTA). Check with the
6 b) If the intern is in Canada for longer than 120 days, an offer of employment number is needed. Yes, if the stay is 120 days or more, the **invitation letter is different.**
 - UQTR has a Word form you have to fill in (information for offer of employment number).
 - Apply for the International Experience Canada (more information)
 - University pays Ca\$230 via the Employer Portal (credit card details are required).
 - The future intern pays a \$150 on his immigration portal (upload supporting documents).
 - Possibly submit biometrics
 - IEC application is assessed. May take up to **56 days.**
- 6) Insurance: If you have insurance equivalent to the mandatory UQTR insurance, it will be accepted. The Registrar will request proof of insurance. If the trainee does not have insurance, he/she must subscribe to the compulsory insurance of international students of the UQTR.
- 7) Residences are present on the campus. This will most likely be provided by UQTR. You will find all the information about the accommodation by clicking on this link: { HYPERLINK "https://www.uqtr.ca/etudiant/logement.shtml" }