A work permit is normally required, even if the postdoctoral researcher is not compensated by McGill. Failure to comply with immigration rules can result in fines and a university-wide ban on hiring non-Canadians.

**ACRONYMS**
- LMIA: Labour Market Impact Assessment
- WP: Work Permit

**COLOUR LEGEND**
- Actions taken by McGill professor
- Actions taken by unit administration
- Actions taken by postdoc

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**Immigration Process**

**Postdoctoral Researchers**

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**Postdoctoral researcher is invited to McGill**

**AT LEAST SIX MONTHS IN ADVANCE**
- Contact unit administration
- Provide requested information

**Determine whether the situation corresponds to a postdoctoral status at McGill**

**Issue letter of invitation/offer**

**Does the postdoctoral researcher already have an open work permit?**

**YES**
- Postdoc has open work permit
  - No further action is required

**NO**
- Work permit needed
  - LMIA exemption

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**Submit Employment Offer through Employer Portal**

**Send Employment Offer Number and Copy of Receipt to postdoctoral researcher**

**Apply for WP (and visa, if required). Depending on situation, WP application will be at visa office abroad or at Canadian border.**

**Document retention (6 years)**

**Work conditions must remain as stated**
- Contact unit administration before making any changes

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At any stage of the process, administrators can contact their Faculty’s Immigration Advisor for support.

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2019-03