Click here to enter a date.

Insert Visitor’s Complete Name (as it appears on his/her passport) and Address

Dear Insert visitor’s name,

You are invited to the Department of Insert department name to serve as an Choose an item for a period of Insert duration of stay (e.g. five days, three weeks) beginning on or about Click here to enter a date.

During your stay, you will List activities that will be carried out. These activities will take place in Insert geographic location(s) where activities will take place (e.g. Edmonton, Banff, various locations in Alberta, etc.).

Choose an item.

Under the *Immigration and Refugee Protection Act* *and Regulations R*186(n), an Academic Evaluator or Academic Examiner **does not require a work permit.**

To enter Canada you will require:

* this letter of invitation
* a valid passport

Contact Canadian immigration authorities (<http://www.cic.gc.ca/english/information/offices/apply-where.asp>) directly to determine if other documentation is required, such as:

* biometrics (<https://www.canada.ca/en/immigration-refugees-citizenship/campaigns/biometrics.html)>
* temporary resident visa (<http://www.cic.gc.ca/english/visit/apply-how.asp>)
* electronic travel authorization <http://www.cic.gc.ca/english/visit/eta.asp>
* police certification\*(<http://www.cic.gc.ca/english/information/security/police-cert/intro.asp>)
* medical examination\* (<http://www.cic.gc.ca/english/information/medical/medexams-temp.asp>)

\*If a medical and/or police clearance are required, allow for additional processing time.

Contact immigration authorities responsible for your country of residence to determine whether you require an exit visa or re-entry permit.

**Present this letter to the admitting Customs/Immigration Officer at the Canadian border crossing or airport.**

|  |  |  |
| --- | --- | --- |
| Sincerely, |  |  |
|  |  |  |
| Signature of U of A Host |  | Signature of Dean, Director or Chair |
| Type name, job title, phone number and e-mail address of U of A Host |  | Type name of Dean, Director or Chair |