



COVER SHEET AND CHECKLIST FOR A LABOUR MARKET IMPACT ASSESSMENT (LMIA) APPLICATION
SEND THE COMPLETED LMIA APPLICATION PACKAGE THROUGH [SHARED SERVICES](#)

LMIA for:

Foreign National:	
Citizenship & Gender:	
Department:	
Working Title:	
Email:	
Date submitted:	

FROM: Individual who prepared LMIA

Name:	Phone:	Email:
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Contact information of those who should be sent a copy of the approved the LMIA

Name:	Email:
Name:	Email:

- By checking this box and providing my signature, I authorize the use of the following speed code for the purpose of paying Service Canada’s LMIA processing fee of \$1,000.00
 Speed code: _____ (Must be five characters in length)
 Signature: _____
 Printed name of authorized staff member: _____

▼ ACADEMIC POSITIONS– TEACHING & RESEARCH

- Labour Market Impact Assessment Application (EMP5626) sent as a writeable PDF document
- Job postings (copies of all ads and advertising invoices)
- Employment contract or letter of offer
- Current salary scale for the position
- Current Part B - Supplementary Conditions of agreement for the position (copy)
- [Employment Attestation](#) (for assistance, email Immigration Services)
- [Job Bank Rationale](#)

▼ NON-TEACHING AND NON-ACADEMIC POSITIONS

- Labour Market Impact Assessment Application (EMP5626) sent as a writeable PDF document
- Job postings (copies of all ads and advertising invoices)
- Non-Academic Staff Association Consultation Form – if applicable (original)
- Current salary scale for the position (copy)
- Employment contract or letter of offer

Confirmation and approval from the Dean of Faculty to proceed with the LMIA application

Printed Name of Dean of Faculty: _____
 Signature: _____