

# UBC Visiting International Research Student (VIRS) – Extension Approval Form

Students may apply for an extension of VIRS registration at UBC for an additional period of up to 12 months.

A VIRS student must meet all of the following **eligibility criteria**:

- Not have Canadian citizenship or permanent resident status.
- Maintain registration in a degree program at their home university.
- Intend to come to UBC solely for the purpose of research that aligns with their academic program at their home university.
- Plan to engage in research education and conduct research for one month or longer (maximum 12 months) under the supervision of a UBC faculty member.
- Have no intention to enter into an employment relationship with the university related to the research.
- Obtain the approval for research activities at UBC from their home university.
- Have a UBC faculty member who has agreed to act as research supervisor during the visit.

**VIRS program fee:** The fee is \$415 for any period from one month up to one year. The fee must be renewed after one year, should the VIRS student wish to extend their research period. **Host professors or departments may choose to pay this fee; if this is the case, please initial and indicate the speedchart below. Note that the fee may not be paid from a Canadian Tri-agency grant (i.e. SSHRC, NSERC, CIHR) per grant policies.**

**Medical Insurance (iMED and BC MSP):** Students are responsible for extending their local health insurance through their extension period. Please contact Go Global with any questions.

**Extension Process:** Students must complete this form and seek confirmation from their host supervisor that they agree to continue supervision for the duration of the extension period. If approved, registration at UBC will be continued through the extension period and students will receive a Letter of Extension which may be used to apply for an extension of relevant immigration documents like a visa or study permit.

Admitted VIRS Students have full-time student status while at UBC and are expected to undertake research full-time. They are not permitted to register in or formally audit courses at UBC.

## Go Global: International Learning Programs

Office of the Vice-Provost, International  
The University of British Columbia

### Vancouver Campus:

UBC Life Building, 1100-6138 Student Union Boulevard  
Vancouver BC V6T 1Z1  
Phone 604-822-0942 | [go.global@ubc.ca](mailto:go.global@ubc.ca)

### Okanagan Campus:

University Centre 207, 3272 University Way  
Kelowna, BC V1V 1V7  
Phone 250-807-8098 | [virs.okanagan@ubc.ca](mailto:virs.okanagan@ubc.ca)

Updated: August 2020

<https://students.ubc.ca/about-student-services/go-global/coming-ubc-study-abroad/visiting-international-research-virs>

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Please complete this form and email it to [go.global@ubc.ca](mailto:go.global@ubc.ca) (Vancouver students) or [virs.okanagan@ubc.ca](mailto:virs.okanagan@ubc.ca) (Okanagan students).

<b>Student Last Name:</b>	<b>Student First Name:</b>
<b>Email address (main):</b>	<b>UBC Student ID Number</b>
<b>Home university name:</b>	<b>Will you remain registered as a student at your home university during the extension period?</b> (select yes or no) <span style="float: right;">           Yes <input type="checkbox"/>            No <input type="checkbox"/> </span>
<b>Host Professor Name (UBC Research Supervisor):</b>	<b>UBC Host Department/Faculty:</b>
<b>New end date requested (MM/DD/YY):</b>	<b>Please calculate the number of additional months you are requesting for your research stay at UBC:</b>
<b>Please briefly explain why you would like to extend your stay at UBC:</b>	

**VIRS students are charged the \$415 program fee once per 12-month period.**

If your extension increases the total length of your stay at UBC to more than 12 months, you will be charged the fee.

**Who will be paying the fee?** *To be completed by the your UBC Host Supervisor*

- Please check this box  to indicate if the student will be paying:
- Or, check this box  and initial here \_\_\_\_\_ if you or your department intend to cover the \$415 and please note the Speedchart: Go Global will follow up on the Journal Voucher payment in the coming weeks. Note that the fee may not be paid from a Canadian Tri-agency grant (i.e. SSHRC, NSERC, CIHR) per grant policies.

Signatures			
<b>UBC Host Supervisor Confirmation</b>	<b>Supervisor From Home Institution</b>		
I agree to continue my supervision of the student for the duration of the extension period indicated above.	I support the students extension of their VIRS program for the duration of the extension period indicated above.		
<b>Name:</b>	<b>Name:</b>		
<b>UBC Email:</b>			
<b>Signature:</b>	<b>Signature:</b>		
<b>Date:</b>	<b>Date:</b>		

Updated: August 2020

<https://students.ubc.ca/about-student-services/go-global/coming-ubc-study-abroad/visiting-international-research-virs>

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## Student Confirmation

I confirm that I still meet the VIRS eligibility criteria as described at: <https://students.ubc.ca/about-student-services/go-global/coming-ubc-study-abroad/visiting-international-research-virs> , and that I will remain registered as a student at my home university during the duration of my stay at UBC.

Signature:

Date:

Updated: August 2020

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