

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 \$423.25 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 Global Engagement

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

Okanagan Campus:

University Centre 207, 3272 University Way

Kelowna, BC V1V 1V7

Phone 250-807-8098 | virs.okanagan@ubc.ca

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

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

Student Last Name:	Student First Name:
Email address (main):	UBC Student ID Number
Home university name:	Will you remain registered as a student at your home university during the extension period? (select yes or no) <div style="text-align: right; margin-top: 5px;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </div>
Host Professor Name (UBC Research Supervisor):	UBC Host Department/Faculty:
New end date requested (MM/DD/YY):	Please calculate the number of additional months you are requesting for your research stay at UBC:
Please briefly explain why you would like to extend your stay at UBC:	

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

Note: VIRS students are charged the \$423.25 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.

<p>To be completed by the UBC Research Supervisor only: Please check this box <input type="checkbox"/> and initial here _____ if you or your department intend to cover the VIRS Program Fee of \$423.25 for this student.</p> <p style="text-align: center;">Please select and complete ONE of the following:</p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p><input checked="" type="checkbox"/> Option 1: Please pay online: Vancouver / Okanagan Select "VIRS Program Fee" CAD423.25 > "Add To Cart" > provide the VIRS applicant's first and last name, email address (see above), and UBC student number, if available > select "Checkout" > provide your email address > provide your payment details.</p> </div> <div style="width: 45%;"> <p><input type="checkbox"/> Option 2: Please provide your Workday information: Grant: _____ Fund: _____ Spend category: (select one) <input type="checkbox"/> Research Study <input type="checkbox"/> Professional Development & Training <input type="checkbox"/> Participation Research Supplies</p> </div> </div>

Student Confirmation

I confirm that I still meet the VIRS eligibility criteria as described on the Go Global website ([Vancouver](#) / [Okanagan](#)), and that I will remain registered as a student at my home university during the duration of my stay at UBC.

Signature: _____

Date: _____

Updated: September 2024

Vancouver: <https://goglobal.ubc.ca/go-global/coming-ubc/visiting-international-research-students>

Okanagan: <https://students.ok.ubc.ca/global-engagement-office/go-global/visiting-international-research-student-at-ubc-okanagan>