
Eligible immigration expenses may be claimed after the commencement of employment at SFU.

Eligible Immigration Expenses:

Continuing faculty members may claim reimbursement for the following immigration application fees* for themselves and their spouses and dependent children:

Work permit application fee: \$155

Open work permit fee: \$100

Permanent Residence application fee - adult: \$850, dependent child: \$230

Right of Permanent Residence application fee - adult: \$515

Study permit application fee: \$150

Provincial Nomination Program application fee: \$1,475

Family Sponsorship fee: \$75

Biometrics Fee: \$85

** Immigration fees are subject to change and will be reimbursed accordingly.*

Online Claims Process:

To claim immigration expenses, use the online Travel & Business expense claim form as provided on the Finance website: <http://www.sfu.ca/finance/departments/payments/travel-and-expenses.html>.

There is no category for immigration expenses, so use the "special departmental request" category instead.

Use the following account codes input as follows:

Object code 7060

Fund code 11

Dept. ID code 1035

Program code 10351 (You will have to over-ride the object code on the online form)

Please provide a list of the specific immigration fees for which you are claiming reimbursement, as the IRCC fee receipts do not include an itemized list of the fees.

After you submit, check to