Visiting Graduate Research Students (VGRS)

The VGRS process can take 3-6 months

**Action to be taken by:**
- **Blue:** Visiting Graduate Research Students (VGRS)
- **Green:** Supervisors
- **Gold:** Faculty of Graduate Studies (FGS)
- **Red:** Dalhousie International Centre

1. **Prospective VGRS and prospective supervisor connect**

2. **Prospective VGRS submits:**
   - Application form
   - $115 CAD application fee to the Registrar’s Office

3. **Prospective VGRS requests:**
   - Dalhousie Supervisor reference letter
   - Home University Supervisor reference letter

4. **Supervisors’ reference letters:**
   - Supervisor from home university provides letter stating their support. Prospective Dalhousie Supervisor provides letter using template. Both letters go to Faculty of Graduate Studies (FGS)

5. **If VGRS is international:**
   - Dalhousie Prospective Supervisor submits “Supervisor’s form for inviting a Visiting International Graduate Student Researcher/Intern” to FGS

6. **If VGRS is international:**
   - FGS will forward copies of all documentation to the Dalhousie International Centre

7. **If VGRS is international:**
   - Dalhousie International Centre submits the appropriate immigration documentation to the VGRS and FGS

8. **FGS will make admission decision and inform the VGRS via the email address they used to apply**

9. **Prospective international VGRS applies for visa/permit**

10. **Before arriving at Dalhousie, VGRS must:**
    - Complete immigration requirements (if relevant)
    - Arrange accommodations
    - Understand applicable Dalhousie fees (see admissions letter)
    - Plan finances

11. **Once at Dalhousie VGRS must:**
    - Register as a Dalhousie student by emailing grstrecc@dal.ca
    - Connect with Supervisor
    - Pick up Dal ID (Dal Card office)
    - Pay fees (Student Accounts Office)
    - Visit Dalhousie International Centre, if they are an international student
    - Visit Dalhousie Student Union Health Plan Office

12. **VGRS requires these documents when arriving at Dalhousie University:**
    - Visa/Permit, if they are an international student
    - Proof of personal Health Insurance, if applicable