Policy on Authorization to Work in Canada (CA)

I. Purpose and Scope

All employees in Canada must be legally authorized to work in Canada and the university will satisfy itself that each employee is legally entitled to work in Canada.

II. Definitions

N/A

III. Policy

Prior to the first day of employment, an employee is required to provide their social insurance number together with government-issued photo identification (e.g. driver's license) together with either a passport, citizenship card, permanent resident card, work permit or any other evidence that proves to the satisfaction of the university their legal entitlement to work in Canada.

IV. Additional Information

N/A

V. Contact Information

HRM Customer Service Center: 617-373-2230; HRMInfo@northeastern.edu