

## Banking

### To complete your banking requirements and receive Mitacs funding:

1. Open a bank account in Canada  
72 hours after your arrival in Canada, you should open a Canadian bank account and submit your banking information by the banking submission date indicated in the [payment schedule](#). Failure to submit your banking information in time, will cause delay in receiving funding.

Documents you will need:

- a) 2 pieces of ID are required (passport + another ID).
    - Mitacs strongly encourages you to request a Visitor Record (IMM 1097) when entering Canada as this can be used as identification alongside your passport when opening a bank account in Canada.
  - b) Your award letter as proof of payment
2. Request a direct deposit form from your bank
    - A direct deposit form is an electronic transfer of funds that are deposited directly into your bank account rather than by cheque.
    - Ask the bank employee for a direct deposit form. **You must submit a copy of this form for Mitacs to issue your funds.** You can see 2 examples of this form on the Globalink Information website in the “Banking” section.
  3. Input your bank account information and upload copy/scan of your direct deposit form on [Intern logistics platform](#). Click the “Submit Bank Account Information” button when complete.

### Banking section

Interns are required to provide **all** of the following bank account information on the intern logistics platform:

- Account number
- Transit number
- Institution number
- Copy/scan of a direct deposit form

### End of internship

Payment schedule: If your third payment date is scheduled after your internship end date, your third payment date will be automatically moved to a week earlier.

Thanks to our funding partners.



Merci à nos bailleurs de fonds.



To avoid incurring bank fees, interns must close their account before leaving Canada at the end of an internship. Bank accounts **cannot** be closed from outside of the country; this must be done before departure.