Working in Canada
Regulations for International Students

Presented by:
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International Student Advisor
January 29, 2020
Working In Canada

As a general rule, anyone who is not a Canadian Citizen or Permanent Resident must have authorization to work in Canada by way of a work permit or a study permit that authorizes employment.

Regulations for International Students

- On-campus work
- Off-campus work
- Co-op or Internship Work Permit
- Post-Graduation Work Permit (PGWP)
- Spousal Applications (Open Work Permit)
Work on or off campus
Work on campus (without a work permit)

You must...

- have a valid *Study Permit*

- be a *Full-time student*
  - at a participating institution (Western and its affiliated colleges are included)

- have a *SIN*
  - Unlimited hours
  - Note: no more than 10 hours per week for graduate students
**Work off campus (without a work permit)**

You must...

<table>
<thead>
<tr>
<th><strong>a valid Study Permit</strong></th>
<th>• with a condition that says you can work off-campus</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>a Full-time student</strong></td>
<td>• at a participating institution (Western and its affiliated colleges are included)</td>
</tr>
<tr>
<td><strong>enrolled in school</strong></td>
<td>• and have started studying</td>
</tr>
<tr>
<td><strong>in a program</strong></td>
<td>• that leads to a degree, diploma or certificate that is at least 6 months long</td>
</tr>
</tbody>
</table>

- You can work up to 20 hours a week off-campus
- You can work full-time during scheduled breaks
Social Insurance Number - SIN

To receive payment from work

Confidential

Expires as your SP/WP expires

Service Canada

To receive payment from work
Social Insurance Number - SIN

Dominion Public Building
457 Richmond Street
London, Ontario

Bring your passport and study permit or work permit.
(Photocopies will not be accepted)
What you need to apply for a SIN

**Conditions/remarks on your study permit must indicate:**

- “may accept employment”
- “may work”
- “are eligible to work”
## Apply for an Amendment or Change of Conditions

### Amendment

- if it’s a mistake made by IRCC
- No application fee
- Original SP needs to be mailed to IRCC

### Change of Conditions

- if your situation has changed since the permit was issued
- $150
- Same procedure as study permit renewal
You cannot work in Canada if...

❌ You are NOT a full-time student

❌ Your status has expired

❌ Your study permit says you are not authorized to work on or off campus

❌ You no longer meet eligibility requirements for on-campus or off-campus employment
Co-Op Employment
Co-op & Internship Programs

You may apply for a co-op or intern work permit if:

- A valid Study Permit
- Employment must be an essential part of program of study
- A letter from school:
  - That confirms all students in your program need to complete work placements to get their degree
- Co-op or internship totals 50% or less of study program

*There is no processing fee for co-op work permit.*
Post-graduation Work Permit (PGWP)
Post-graduation Work Permit—PGWP

“One time” gift for international students to gain Canadian work experience

An **OPEN** work permit

– Do you need a job offer to apply?
– Can you work for any employer?
– Can you work anywhere in Canada?
– Can you work at any jobs?
– Does the job need to be related to your degree?
You are eligible for a PGWP if you meet all of the following criteria...

**Currently hold valid temporary status in Canada**
- or have left Canada
  *Study permit expires as of expiry date or 90 days after you complete your studies

**A valid study permit at some point during the 180 days**
- You have 180 days to apply for PGWP after school issues your final marks

**Completed a study program**
- at an eligible DLI
- at least 8 months long
- leading to a degree, diploma or certificate

**Maintained full-time student status**
- except final session or leave of absence (case by case)

**Received final transcripts AND a PGWP letter**
- from Registrar’s Office
You are not eligible for a PGWP if you…

Already received a PGWP

- Except you didn’t receive a full length of PGWP due to your passport expiry date

Studied English or French as a second language

- Or took general interest or self-improvement courses

Participated in or are a recipient of the following awards/scholarships:

- Global Affairs Canada (GAC) (eligible for PGWP if you got a Study in Canada scholarship)
- Government of Canada Awards Program funded by GAC
- Equal Opportunity Scholarship, Canada–Chile
- Canada–China Scholars’ Exchange Program
- Organization of American States Fellowships Program

Completed the majority of a study program by distance learning

- Online courses, e-learning or correspondence

Completed a study program at a non-Canadian institution located in Canada

- Regardless of the length of stay in Canada
## Length of the PGWP

Students may be eligible for a Work Permit that is valid for up to 3 years *(depending on the length of their program of study).*

<table>
<thead>
<tr>
<th>Official length of program</th>
<th>PGWP validity</th>
</tr>
</thead>
<tbody>
<tr>
<td>&lt; 8 months</td>
<td>NOT ELIGIBLE</td>
</tr>
<tr>
<td>&gt; 8 months &amp; &lt; 2 years</td>
<td>Up to the same length as your program</td>
</tr>
<tr>
<td>2 years or more</td>
<td>3 years</td>
</tr>
<tr>
<td>a 16-23 month, full-time graduate program with no breaks</td>
<td>A PGWP may be issued for 3 years</td>
</tr>
</tbody>
</table>
Work full-time after you submit PGWP application

- Had a valid study permit when you submitted your PGWP application
- Completed your study program
- Were eligible to work off-campus without a work permit while studying
- Didn’t work more hours than you were allowed to

***You must stop working the day you are notified by IRCC that your application is refused.***
Spouse

Ability to Work in Canada
Spouses / Common-Law Partners of International Students

...are eligible to apply for an OPEN work permit

- A spouse or common-law partner (non-student) of a full-time international student may obtain an open work permit.
- The Work Permit will have the same expiry date as their spouse's Study Permit.
- Spouses needing assistance with job searching are invited to visit the International and Exchange Student Centre.
IESC’s Immigration Services

iesc.uwo.ca

iesc@uwo.ca

519-661-2111 ext. 89309

Drop-ins or appointments

Workshops
IESC International Student Advising Drop-in Hours

<table>
<thead>
<tr>
<th>Day</th>
<th>Times</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>10am-12pm, 1pm-3pm</td>
</tr>
<tr>
<td>Tuesday</td>
<td>1pm-3pm</td>
</tr>
<tr>
<td>Wednesday</td>
<td>10am-12pm, 1pm-3pm</td>
</tr>
<tr>
<td>Thursday</td>
<td>10am-12pm, 1pm-3pm</td>
</tr>
<tr>
<td>Friday</td>
<td>10am-12pm, 1pm-3pm</td>
</tr>
</tbody>
</table>

- On a first-come, first-served basis
- Approximately 10 minutes per student
- At 2nd floor of IGAB
# IESC Immigration Workshops - Fall 2019

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Topic</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 4</td>
<td>11:00-12:30pm</td>
<td>Study permit extensions and amendments</td>
<td>IGAB Chu Centre</td>
</tr>
<tr>
<td>March 25</td>
<td>11:00-12:30pm</td>
<td>Post-Graduation Work Permit</td>
<td>IGAB Chu Centre</td>
</tr>
<tr>
<td>April 1</td>
<td>11:00-12:30pm</td>
<td>Inviting Family and Friends</td>
<td>IGAB Chu Centre</td>
</tr>
</tbody>
</table>

Check the IESC Website and weekly Network Emails for more information!