Working in Canada- Regulations for International Students

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AGENDA

- Western University Career Services Support
- Work on campus (without a work permit)
- Work off campus (without a work permit)
  - Temporary policy announced on October 7, 2022
- Work as a co-op student or intern
- Post-Graduation Work Permit (PGWP)
- Work authorization after completion of study program
- Q & A
Working in Canada
Western University
Career Services
Support
By Monique Haan
Career Coach,
International Students
International students bring...

- Unique skills & experiences
- Cross-cultural competencies
- Innovative ideas
- Sensitivity to diversity
- Second language (or more!)
- Skills in adjustment & adaptability
## Careers & Experience

Build a meaningful life and career

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<th>Career Education</th>
<th>Experiential Learning</th>
<th>Employer Relations</th>
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<td><em>Prepare for work in a changing world</em></td>
<td><em>Enhance your degree with practical experience</em></td>
<td><em>Making connections and grow your professional network</em></td>
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<tr>
<td>- Connect your degree with future work</td>
<td>- Gain work experience</td>
<td>- Access internship and job postings</td>
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<td>- Build your resume, cover letter, and LinkedIn profile</td>
<td>- Connect with local &amp; global communities</td>
<td>- Meet employers at Fairs and Information Sessions</td>
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<td>- Learn about job search and interview strategies</td>
<td>- Track your involvement with Western’s Co-Curricular Record (CCR)</td>
<td>- Interview on campus</td>
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**careerexperience.uwo.ca | connect.uwo.ca | hirewesternu**

Located in the UCC – Rm 210  
Hours: Mon – Fri  8:30 am – 4:30 pm
INTERNATIONAL WORKSHOP OFFERINGS

Geared specifically for International students:
1. Canadian Career Realities
2. Career Workshop Series
   - Part 1: Personal Branding
   - Part 2: Resumes
   - Part 3: Cover Letters
   - Part 4: Networking
   - Part 5: LinkedIn

- Resumes: Developing a Strategic, Branded Document
- Cover Letters: Crafting Compelling Correspondence
- Job Search Strategy Series
- Life Design Seminar Series
- Networking: It's Easier Than You Think!
- Interviewing Excellence
- LinkedIn Basics: Setting Up Your Profile
- Accessibility in the Workplace Series
Get Involved – Experiential Learning at Western experience.uwo.ca

Western’s Signature Experience Types:

- Work-Integrated Learning (Internship/Co-op-/Practicum)
  - Discover your options to see what is available in your faculty
  - Please note: A work-permit is required for off-campus internships

- Research

- Education abroad

- Project-based learning
  - Community-engaged learning
  - Industry project

- Entrepreneurship

- For more opportunities browse the experience catalogue
Additional Ways to Get Involved

- **Clubs** – western.campuslabs.ca/engage/
- **International Week** – Nov. 20 – 24’23
  - Celebrate Western’s international community, diversity and international collaborations
  - Promote and highlight diversity and inclusivity across campus
- **Places of Worship** – chaplain.uwo.ca
- **Recreation** – uwo.ca/campusrec/
- **Sports** – westernmustangs.ca
- **University Student Council** – westernusc.ca

- **London Newcomer Day** – Oct. 14, 2023 at the RBC Place
  - *Live, Work & Play in London* will feature over 75 of London’s top employers, various community partners, service agencies and City of London resources
Attend Employment-Related Events

**Hirewesternu Career Fair**
Oct. 11 & 12, 2023
10 am – 3 pm
Mustang Lounge, UCC

• Ahead of time:
  • Review attending employers
  • Sample conversation starters
  • Finesse your resume
  • Talk to a career coach
  • Attend a workshop

• After the fair:
  • Send a thank you note
Finding your first job in Canada – On-Campus

Pro’s:
• Recognizes you are student first
• Work schedules are more flexible around your class times

Con’s:
• None that we can think of!

Types of work:
• Work study – eligible for 2nd yr and beyond
• On-campus jobs

Where to look:
• Western connect
• Recruit.uwo.ca
• Campus Recreation
• Graphic Services
• Housing – on/off-campus
• Hospitality Services
• Writing Support Centre
• The Spoke/Wave
• University Students’ Council

Review departments who have previously hired students here
Finding Your First Job in Canada – Off-Campus

Pro’s:
- Time between applying and starting a job is often short
- May be able to earn more

Con’s:
- Worker first, student second
- Employer may not be as interested in mentoring you
- Work schedule may not be as flexible

Types of work:
- Part-time, full-time opportunities

Where to look:
- Faculty website
- Alumni Western
- Your professional/social network
- LinkedIn
- Large global/national job boards: Indeed, Eluta, Job Bank, etc.
- Local/regional job search websites
- Industry-specific job boards
- Employer/organizational websites
- Western Connect => Outcome Campus Connect (partnership with Magnet)
THANK YOU!

Feel free to connect with me at mhaan@uwo.ca
WORK ON CAMPUS (WITHOUT A WORK PERMIT)

You can work on campus if you:

✓ Are a full-time student at a DLI
  ✓ If you are a part-time student in your last term and you were a full-time student up until your last term

✓ Have a valid study permit

✓ Have a SIN

Note: Your study permit must have a condition that says you are allowed to work on-campus and you must have started your study program.

How many hours can I work on campus?

• Unlimited number of hours from immigration perspective

• Note: No more than an average of 10 hours per week for graduate students. Please contact your Program if you would like to work on campus for more than 10 hours/week.

https://grad.uwo.ca/administration/regulations/4.html
You can work off campus if you:

- Are a full-time student at a DLI
  - If you are a part-time student in your last term and you were a full-time student up until your last term
- You are enrolled in a post-secondary program that leads to a degree, diploma or certificate and that is at least 6 months long
- Have a valid study permit
- Have a SIN

**Note:** Your study permit must have a condition that says you are allowed to work off-campus and you must have started your study program.

**How many hours can I work off campus?**

- **During school terms**
  - You can work up to 20 hours per week.
- **During scheduled breaks**
  - You can work full-time.
    - Must be a full-time student both before and after the break.

**NOTE:** Graduate programs at Western don’t have summer breaks.
Eligible international students will not be restricted by the 20-hour-per-week rule between November 15, 2022 and December 31, 2023.

This measure applies to international students who have submitted a study permit application (or study permit extension) by October 7, 2022, provided their application is later approved and they meet all the eligibility criteria.

Anyone applying for a study permit (or study permit extension) after October 7 will not be able to benefit from this temporary policy.

Students are responsible for keeping track of the hours that they work off campus and proving that they are complying with the conditions of their study permit.

Students will be expected to balance their studies and work so that they can continue to take classes full-time.

https://iesc.uwo.ca/visas/working_and_volunteering/Index.html
ELIGIBILITY FOR A CO-OP WORK PERMIT

https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/intern.html

NOTE: You can only use the co-op work permit to work for a university-approved employer and for the required school-related work placement.
POST-GRADUATION WORK PERMIT (PGWP)
ELIGIBILITY CRITERIA—INSIDE CANADA GRADUATES

You have 180 days to apply for a PGWP after completion of program
• A valid study permit at some point during the 180 days

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 academic session, which can be part-time
• Or an approved leave of absence (case by case)

Received final transcripts AND a PGWP letter
• from Registrar’s Office

COVID-19: If you had to stop studying or change to part-time studies between March 2020 and Fall 2020 due to COVID-19, you may still be eligible for a PGWP. Please keep all the supporting documents.

Don’t let your status expire!
Your study permit expires as of the expiry date on the permit or 90 days after the day you complete your studies, whichever comes first.
WORK AUTHORIZATION AFTER COMPLETION OF YOUR STUDY PROGRAM (2 WAYS YOU CAN WORK FULL-TIME)

• If you have applied for a PGWP and you meet all these conditions:
  • You had a valid study permit when you submitted your PGWP application
  • You have completed your study program
  • You were eligible to work off-campus without a work permit while studying
  • You didn’t work more hours than you were allowed to

NOTE: You must stop working the day you are notified by IRCC that your application is refused.
WORK AUTHORIZATION AFTER COMPLETION OF YOUR STUDY PROGRAM (2 WAYS YOU CAN WORK FULL-TIME)

• If you are starting a new study program and you meet all these conditions:
  • You have officially completed your study program
  • You were eligible to work off-campus without a work permit while studying
  • You have a valid study permit or you applied to extend your study permit before it expired
  • You received a letter of acceptance to a new full-time program at a DLI
  • You will start your new program within 150 days after you complete your previous program

NOTE: You must stop working the day you are notified by IRCC that your application is refused.
WHEN CAN I WORK FULL-TIME AFTER I COMPLETE MY PROGRAM?

- **Date you complete final exams or thesis**
- **Date school confirms completion**
- **Date PGWP application is submitted (**all conditions met**)

**Part-time work if not eligible for the Oct 7, 2022 policy**

**Full-time work if eligible for the Oct 7, 2022 policy**

**Stop working if Study Permit expires**

**Can’t work**

You may work full-time off campus if you are starting a new study program and you meet all the conditions.*
APPLYING FOR A SIN

Online
- You can view your SIN digitally on My Service Canada Account (MSCA) platform within 5 business days if your application is complete with all required documents. You will still receive your SIN in mail.

In person at
Service Canada
Dominion Public Building
457 Richmond Street
London, Ontario

* There is no fee to apply for a Social Insurance Number (SIN).

**NOTE:** You can continue using your expired SIN while waiting for SP extension or PGWP application decision as long as you are eligible to work. You will need to apply to renew your SIN once you receive your new SP or PGWP.
YOU CANNOT WORK IN CANADA ON YOUR STUDY PERMIT IF

• your study permit says you are not authorized to work on or off campus
• you haven’t started your program
• you are a part-time student (unless you’re in your final academic session)
• you are on an authorized leave from your studies
• you are switching schools and you are not studying
• you have completed your study program (only if you meet certain conditions)*
• your student status has expired
ADVISING SERVICES FALL 2023

Appointments
https://iesc.uwo.ca/appointment/index.html
• Virtual via Microsoft Teams or telephone appointment

Drop Ins
• In person, IGAB 2nd floor
• Monday – Friday, 1pm – 4pm

Immigration FAQ sessions
• Virtual on Zoom
• Select Fridays, 9:30am – 10:30am

Immigration workshops
• Virtual on Zoom
• IESC events calendar: http://www.events.westernu.ca/events/iesc/

Office Hours & Reception
• Monday – Friday, 8:30 am to 4:30 pm
• Phone: 519-661-2111 ext. 89309
• Email: iesc@uwo.ca