AGENDA

• Work on campus (without a work permit)
• Work off campus (without a work permit)
• Work as a co-op student or intern
• Post-Graduation Work Permit (PGWP)
• Spousal Applications (Open Work Permit)
• Guest Speaker: Ann Ayinde, Career Education
• Q & A
WORK ON CAMPUS (WITHOUT A WORK PERMIT)

You can work on campus if you:

✓ Are a full-time student at a DLI (Western and its affiliated colleges are included)

✓ Have a valid study permit

✓ Have a SIN

How many hours can I work on campus?

• **Unlimited** hours from immigration perspective

• **Note**: No more than an average of 10 hours per week for graduate students. Please contact your Program.

https://grad.uwo.ca/administration/regulations/4.html
WORK OFF CAMPUS (WITHOUT A WORK PERMIT)

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

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.
APPLYING FOR A SIN

• You can apply online or by mail.

• If you are unable to apply online or by mail you have the option to apply in person.

• If you apply for a SIN online or by mail and your application meets the requirements, you will receive a letter with your SIN by mail within 20 business days from the date the application is received. If more than 25 business days have passed and you would like to find out the status of your application, contact the SIN program.

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

ELIGIBILITY FOR A CO-OP WORK PERMIT

- A valid **Study Permit**
- Employment must be an **essential part** of your program
- 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

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.
PGWP – ELIGIBILITY CRITERIA OUTSIDE CANADA GRADUATES

Special measures due to Covid-19:

• You don’t have to have held a valid study permit if you
  • were enrolled in a program that was in progress in March 2020 or
  • started or will start a program between spring 2020 and summer 2022 and
    • you have a study permit or
    • you’ve been approved for a study permit or
    • you applied for a study permit before starting your study program
      • Your study permit must eventually be approved.

• Only the time studying outside Canada after you submitted your study permit application counts towards the length of your PGWP.

• Any time studying outside Canada after August 31, 2022 is not counted.

• You may still be eligible for a PGWP if you had to stop studying or change to part-time studies between March 2020 and Fall 2020.

* You must meet all the other eligibility criteria for PGWP.
**LENGTH OF PGWP**

<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>
<tr>
<td>Two PGWP-eligible programs completed within 2 years</td>
<td>PGWP may combine the length of each program</td>
</tr>
</tbody>
</table>

You **may** be eligible for a Work Permit that is valid for up to 3 years depending on the length of your program of study.

**NOTE:** You can’t get a PGWP if you already had one after completing an earlier program of study.
**PGWP: DOCUMENTATION FROM WESTERN**

**A PGWP Letter:**
- Order a PGWP letter via Student Center (can be delivered by pick-up, eLetter, mail, courier or fax)
- PGWP letter is only available upon completion of program (after adjudication)

**Final transcript:**
- an official transcript, or
- an unofficial transcript from Student Centre under Web Academic Report

International and Exchange Student Centre
PGWP: WORK AUTHORIZATION

• You can work full-time after you apply for a PGWP if you:
  • 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

• Please note:
  • You must stop working the day you are notified by IRCC that your application is refused.
  • If you are confirmed by Western that you have completed your program and you are not starting a new program of study, you can NOT work until you apply for a PGWP and you meet all the above criteria
SPOUSES / COMMON-LAW PARTNERS OF INTERNATIONAL STUDENTS

• A spouse or common-law partner (non-student) of a full-time international student in a PGWP-eligible program may apply for 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 contact IESC.
BEWARE OF SCAMS!

Beware of scams – suspicious emails, text messages, letters or telephone calls that claim they are from the CBSA, Immigration or the Canadian Government but are not!

ALWAYS Ask yourself:

- Do I owe money to the Canadian government?
- Is the caller using threatening language (i.e., told you will be arrested, go to jail, lose your visa or status, be deported or have your account suspended)?
- Is the caller asking for personal information (date of birth, passport number, bank or credit card information, etc.) you already provided on a form?
- Is the caller asking me to pay by prepaid credit card, gift cards or bitcoin?
- Is the caller asking for information I know the IRCC already has on file for me?

Some TIPS:

- Make sure to download the ArriveCan App directly from the Canadian government website!
- As for the name and number of the agent calling you
- Call that organization (CBSA, IRCC, etc.) directly and confirm the agent’s identity before giving any information
- Do not click on any links
- Call the police if you lost money and report the incident to the Canadian Anti-Fraud Centre. You can book an appointment with an International Student Advisor for further support if you have been a victim of a scam or fraud.

ADVISING SERVICES WINTER 2022

Appointments
https://iesc.uwo.ca/appointment/index.html
• Virtual via Microsoft Teams or telephone appointment
• Monday – Friday, 10am-12pm & 1pm-3pm

Drop Ins (temporarily suspended as of January 4, 2022)
• In person, IGAB 2nd floor
• Monday – Friday, 1 - 4 pm

Immigration FAQ sessions
• Virtual on zoom
• Fridays 9-10am

Immigration workshops
• IESC events calendar: http://www.events.westernu.ca/events/iesc/
• IESC weekly network email

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