

# Western International

## Post-Graduation Work Permit (PGWP)

Post-graduation Employment for International Students in Canada

Presented by:  
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# AGENDA

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- Eligibility criteria for PGWP
- Length of PGWP
- Documents required for PGWP application
- How to apply for a PGWP
- Work authorization after completion of program
- Q & A

# POST-GRADUATION WORK PERMIT (PGWP)

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

An **OPEN** work permit

- You do not need a job offer to apply
- You can work for any employer
- You can work anywhere in Canada
- You can work at any jobs
- The job does not need to be related to your degree

# POST-GRADUATION WORK PERMIT (PGWP)

## ELIGIBILITY CRITERIA—INSIDE CANADA GRADUATES

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You have up to 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 for public post-secondary DLIs
- leading to a degree, diploma or certificate

Maintained full-time student status throughout your program, except:

- Studying part-time only in your final academic session
- Taking approved leave of absence
- Having to stop studying or change to part-time studies between March 2020 and Fall 2020 due to COVID-19

Received final transcripts AND a PGWP letter

- from Registrar's Office

### NOTE:

**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.**

**You must submit your PGWP application from outside Canada if your study permit expires, even if you have maintained your status as a visitor.**

# POST-GRADUATION WORK PERMIT (PGWP)

## ELIGIBILITY CRITERIA—OUTSIDE CANADA GRADUATES

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You have up to 180 days after completion of your program to apply for a PGWP from outside Canada.

### 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 a program between **March 2020 and August 31, 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.**

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

# PGWP: CAN I STUDY ONLINE IF MY IN-PERSON PROGRAM ALLOWS ME TO?

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Temporary policy for students studying online **ends on August 31, 2024.**

- **Study online from outside Canada:**
  - **March 2020—August 31, 2022:** All of the time counts
  - **September 1, 2022—August 31, 2024:** If you started your program or submitted SP application during this time, you may count the time studying from outside Canada **before August 31, 2024**, as long as you complete at least 50% of your program from inside Canada (online or in person).
  - **On or after September 1, 2024:** If you started your program or submitted SP application **on or after September 1, 2024**, you must complete at least 50% of your program in person from inside Canada and the time spent studying outside Canada will be deducted from the length of your PGWP.
- **Study online (due to the pandemic) from inside Canada:**
  - **Before August 31, 2024:** all of the time counts but it's recommended to attend in-person classes.

**NOTE: Time spent studying before you applied for a SP doesn't count toward the length of your PGWP.**

<https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/after-graduation/eligibility.html#outside-dl>

# LENGTH OF PGWP

Official length of program	PGWP validity
< 8 months	NOT ELIGIBLE
> 8 months & < 2 years	<ul style="list-style-type: none"> <li>Up to the same length as your program</li> <li>3 years for <b>Master's degree programs</b> (applications received on or after <b>February 15, 2024</b>)</li> </ul>
2 years or more	3 years
A 16-23 month, Master's or doctoral degree program with no scheduled breaks	*A PGWP may be issued for 3 years
Two PGWP-eligible programs completed within 2 years	PGWP may combine the length of each program

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.
- Make sure your passport is valid to cover the length of PGWP that you are eligible for.

# PGWP: DOCUMENTATION FROM WESTERN

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- **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

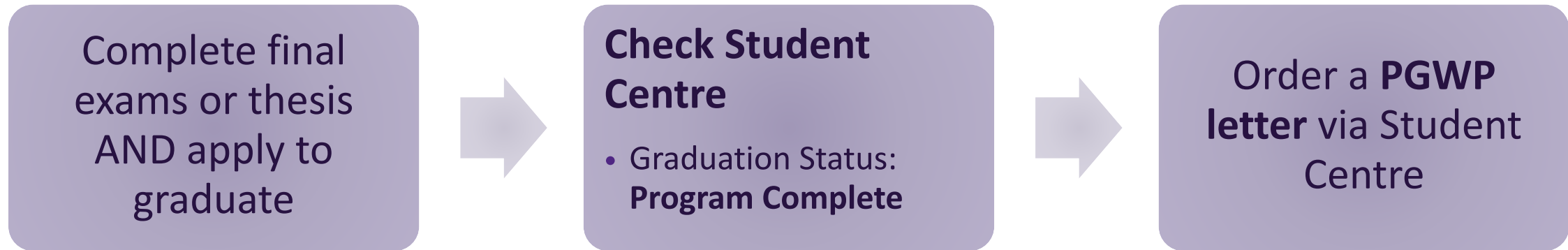
**NOTE: PGWP application is based on completion of program. You do not have to wait for your degree or the Convocation.**

[https://iesc.uwo.ca/visas/documents\\_from\\_western.html](https://iesc.uwo.ca/visas/documents_from_western.html)



# HOW / WHEN TO REQUEST A PGWP LETTER

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## NOTE:

- For project and course-based students, program complete happens **after** the last day of your final term, e.g. January 1 for Fall, May 1 for Winter, September 1 for Summer completes.
- For thesis-based students, after your final thesis is verified and published, SGPS will then update your Student Centre indicating Completed.

# HOW TO APPLY FOR A PGWP

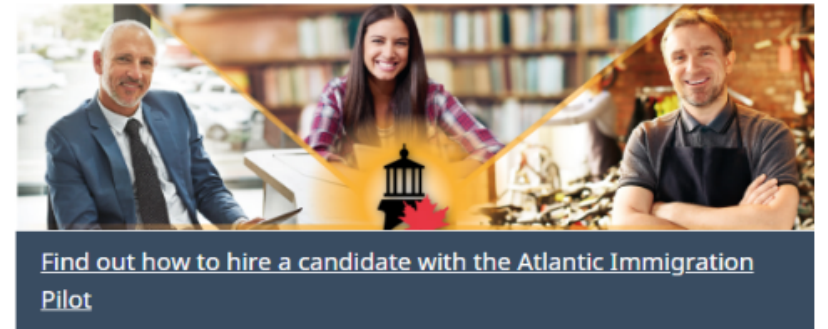
Step 1:  
Sign in or Create an account  
on [www.cic.gc.ca](http://www.cic.gc.ca)

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Apply to travel, study, work or immigrate to Canada, apply for citizenship, a permanent resident card or refugee protection, check the status of your application or find a form.

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Apply for or extend a work permit, learn

## Most requested

- [Sign in or create an account to apply online](#)
- [Check your application status](#)
- [Check application processing times](#)
- [Get answers to your questions](#)

# HOW TO APPLY FOR A PGWP

## Step 2: Determine your eligibility

### Start an application

#### Apply to come to Canada

Includes applications for visitor visas, work and study permits, Express Entry and International Experience Canada. You will need your personal reference code if you have one.

### Determine your eligibility and apply online:

Visitor visa, study and/or work permit

Express Entry (EE)

International Experience Canada (IEC)

### Find out if you're eligible to apply

What would you like to do in Canada? *(required)* ?

Please make a selection

How long are you planning to stay in Canada? *(required)*

Please make a selection

Select the code that matches the one on your passport. *(required)* ?

Please make a selection

What is your current country/territory of residence? If you are presently in Canada, you should select Canada. *(required)* ?

Please make a selection

Do you have a family member who is a Canadian citizen or permanent resident and is 18 years or older? *(required)*

Please make a selection

What is your date of birth? *(required)* ?

Select year Select month Select day

Save and Exit Questionnaire

Next

# HOW TO APPLY FOR A PGWP

## Step 3: Select Post-Graduate Work Permit – in Canada to continue

### Your results

Based on the information you provided, the result(s) below indicate(s) whether you may be eligible to come to Canada.

#### Temporary Resident Visa

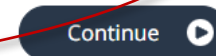
You will need a temporary resident visa to return to Canada.

If you are working or studying in Canada, your temporary resident visa may expire at the same time as your work or study permit. If your work or study permit is expiring soon, please renew your study or work permit first. Once your study or work permit is approved, you may apply for your temporary resident visa.



#### Post-Graduate Work Permit - in Canada

You may be eligible to work in Canada with a post-graduation work permit.



# HOW TO APPLY FOR A PGWP

## Step 4:

Upload required documents  
and submit application  
(document checklist is personalized  
based on answers)

### Application Form(s)

Application to Change Conditions, Extend my Stay or Remain in Canada as a Worker (IMM5710)

### Supporting Documents

Recent Education Transcript ?

Completion of Studies Letter ?

Passport ?

Digital photo ?

### Fees

#### Fees

Application	Quantity	Price (CAD) per unit	Total (CAD)
Work Permit	1	\$155	\$155
Open Work Permit Holder Fee	1	\$100	\$100

The fee shown is an estimate based on the fees in effect on the day that this Personal Reference Code is issued.

The actual fees to be paid will be calculated on the date of submission.

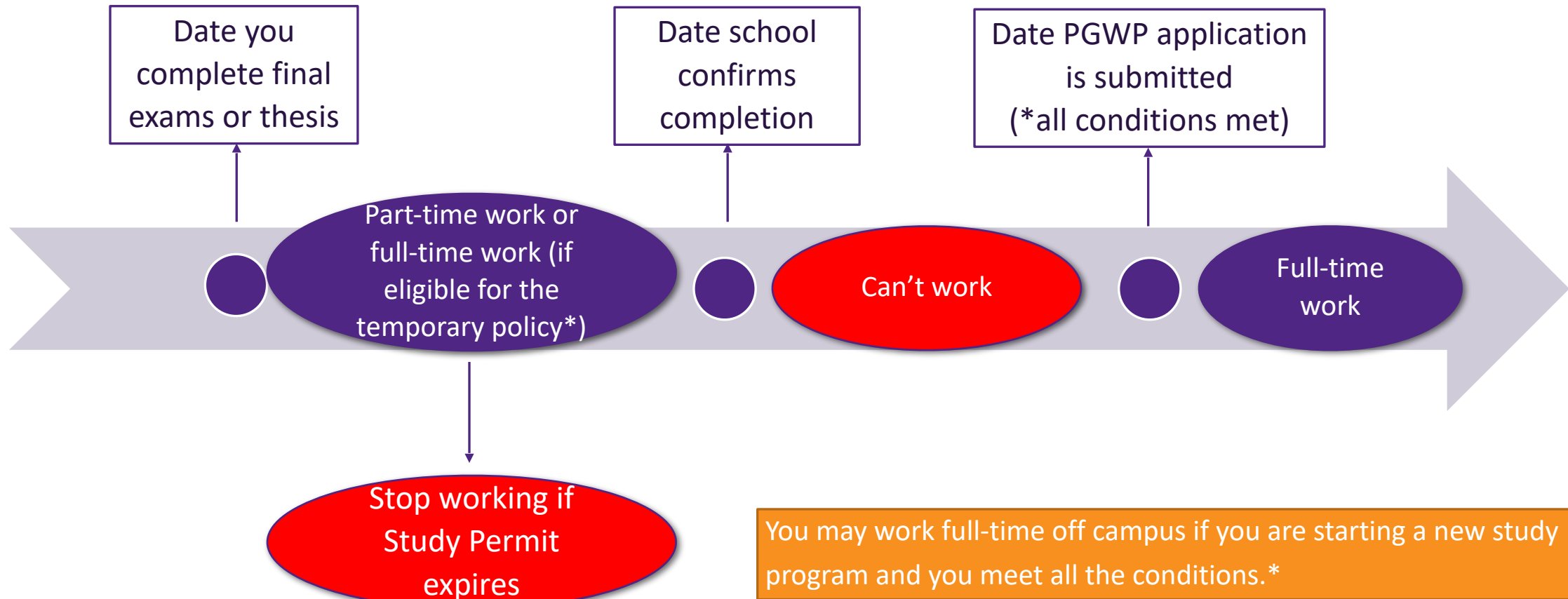
**Total Price (CAD)    \$255**

# PGWP: WORK AUTHORIZATION

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- **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 meet all the above criteria.

# WHEN CAN I WORK FULL-TIME AFTER I COMPLETE MY PROGRAM?



# TEMPORARY POLICY ON OFF-CAMPUS WORK HOURS

(DOES NOT APPLY TO ON-CAMPUS WORK)

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- ✓ International students who applied for a study permit (or extension) **on or before December 7, 2023** will be able to work off campus full time during academic sessions till **April 30, 2024**.
- ✓ You must meet all eligibility criteria for off campus working.
- ✓ You need to stop working more than 20 hours/week on your study permit expiry date if you apply for a study permit (or study permit extension) after **December 7, 2023**.
- ✓ You must be in Canada or have re-entered Canada by April 30, 2024.
- ✓ 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://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/work-off-campus.html>



# APPLYING FOR A SIN



## Online

- <https://www.canada.ca/en/employment-social-development/services/sin/apply.html>
- 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 study permit extension or work permit 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 WP.



# ADVISING SERVICES WINTER 2024

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## 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](mailto:iesc@uwo.ca)

## Q & A

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