

POST-GRADUATION WORK PERMIT INFORMATION SESSION

This presentation is current as of July 23, 2024

Presenter: Sara Mosher-Mandel

Moderator: Amy Chen

HOUSEKEEPING RULES

To protect your personal information and privacy, we ask that you keep yourself muted and your video off throughout the session. Do not share your personal information in the public chat function.

Please add your questions in the chat towards the end of the presentation.



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We acknowledge and respect the Lək̓ʷəŋən (Songhees and Esquimalt) Peoples on whose territory the university stands, and the Lək̓ʷəŋən and WSÁNEĆ Peoples whose historical relationships with the land continue to this day.



DISCLAIMER

- This session provides general information.
- Information shared in this session is current as we speak and may be subject to change without notice.
- Please do not cite any of this information in an application.
- Refer to the [Immigration, Refugees and Citizenship Canada's \(IRCC\) website](#) for the most up-to-date information at the time you apply.


This session is not intended for students from Continuing Studies. Email uvcsimmigration@uvic.ca for help.

CASE-SPECIFIC QUESTIONS?

Email us after the session:

- [Contact the International Centre for Students](#) by phone (+1 250 721 6361) or email (icsinfo@uvic.ca).
- Business students should consult the Immigration Adviser in the Gustavson School of Business (gsbimmigration@uvic.ca).
- Continuing Studies students should consult the Immigration Adviser in the Division of Continuing Studies (uvcsimmigration@uvic.ca)

AGENDA

- On/Off campus career supports
 - What is a Post-Graduation Work Permit (PGWP)?
 - Who is eligible for a PGWP?
 - UVic definitions & PGWP eligibility
 - PGWP validity
 - COVID-19 considerations
 - How to apply for a PGWP
 - IRCC resources
 - FAQs
- 

FREE CAREER SUPPORTS FOR UVIC STUDENTS AND ALUMNI

UPCOMING WORKSHOPS AND EVENTS

Visit our Career Services [Events](#) page

Hiring Fairs, Employer Information Sessions, Career workshops

PRE-BOOKED APPOINTMENTS

30-minute meetings with a career educator

[Career Services Website](#)

ONE-ON-ONE DROP-IN CAREER COACHING

Library room 135G (Monday and Friday)

1pm to 4pm*; 10-15 minutes quick consults

UVic LEARNING IN MOTION

[Free career events](#)



LEARNING IN MOTION (LIM) PORTAL - EVENTS

Log back in as darciegabruck-staff

OVERVIEW CO-OP OUTCOME CAMPUS CONNECT

You are currently logged in as
OPP Student

- Home | Dashboard
- Co-op
- Career/general job postings
- Volunteer opportunities
- Scholarships
- Casual job board
- Casual work registry
- Tutor board and tutor registry
- Mock Interview Clinic
- EVENTS AND WORKSHOPS**
- Appointments
- Co-curricular
- Experiential education
- Logout

August 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
	1p Career Help - Drop-in 5:30p Career Adventure - CPABC Accounting Night in Canada	4p Employer events - Boost Your Networking Skills (KPMG Talent Boost Tuesday)	10a International workshops - International Co-op Info Session		1p Career Help - Drop-in	
4	5	6	7	8	9	10
					1p Career Help - Drop-in	
11	12	13	14	15	16	17
	1p Career Help - Drop-in	10:30a Employer information sessions - Timelines & Touchpoint 4p Career workshops - Career Tips for International Students	4p International workshops - International Co-op Info Session		1p Career Help - Drop-in	
18	19	20	21	22	23	24
	1p Career Help - Drop-in	10:30a Employer information sessions - How to Build a Great Application 12p Employer events - Boost Your Resume & Cover Letter		12p Employer events - Women in Asset Management Conference	1p Career Help - Drop-in	

LIM PORTAL – BOOKING APPOINTMENTS

The screenshot displays the LIM Portal interface for booking appointments. At the top, a dark blue header contains a red button labeled "Log back in as darciegrabruck.staff". Below this is a navigation bar with a hamburger menu icon and three tabs: "OVERVIEW", "CO-OP", and "OUTCOME CAMPUS CONNECT".

The main content area is split into two columns. The left column is a dark blue sidebar with the text "You are currently logged in as **OPP Student**". Below this is a list of navigation items with dropdown arrows: "Home | Dashboard", "Co-op", "Career/general job postings", "Volunteer opportunities", "Scholarships", "Casual job board", "Casual work registry", "Tutor board and tutor registry", "Mock Interview Clinic", and "Events and workshops". A purple bar highlights the "APPOINTMENTS" section, which is expanded to show "OVERVIEW" (also highlighted in purple) and a list of appointment categories: "Career services", "Business co-op", "ECS co-op", "All other co-op programs", "International opportunities", and "Indigenous co-op".

The right column features a light gray header with the text "I would like to make an appointment with a staff member from:". Below this is a list of seven blue buttons: "Career Services", "Business co-op", "Engineering & Computer Science co-op", "All other co-op programs", "International opportunities", "Indigenous co-op", and "Equity, diversity & inclusion support". At the bottom of this column, there is a link: "Need help? Check out our guide on [how to book an appointment](#)."

At the bottom left of the page, a URL is visible: <https://learningmotion.uvic.ca/myAccount/appointments/careerservices.htm>

ICA NEWCOMER SERVICES

One-on-one Support

- Tailored information, orientation and referrals
- Assistance navigating immigration and transitioning to life in BC

Workshops & Group Activities

- Informal language training (conversation circles)
- Group information sessions
- Recreational activities to build community connections

Formal Language Training

- Short-term language training focused on developing the skills required for the labor market and navigating everyday life in BC.

Contact information:

Reception: 250-388-4728, nsp-safhavn@icavictoria.org

ICA EMPLOYMENT SERVICES SUPPORTS

British Columbia Newcomer Settlement Program (BCNSP)

- Tailored job search, employment counselling services
- Job Search Strategies group information sessions
- Mentorship opportunities

Success in Finding Work

- Cohort based program; 10 weeks skills training and employment readiness training
- Employment placements and job development supports
- Living Allowances provided; other financial supports based on need

Employment Services Contact

Alla Balatska, Employment Client Advisor, employmentadmin@icavictoria.org

- Information, preliminary client assessments

WHAT IS A PGWP?



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A PGWP IS...

- An open work permit
- Allows you to gain Canadian work experience after graduation (e.g., full-time, part-time, self-employment)
- Possible occupational restrictions (e.g. health care, primary/secondary school, childcare)
- Can only be issued once per lifetime

CANADA

DD

Application/Demande:
UCI/IUC:

WORK PERMIT/PERMIS DE TRAVAIL

CLIENT INFORMATION/INFORMATION DU CLIENT

Family Name/Nom de Famille:
Given Name(s)/Prénom(s):
Date of Birth/Date de naissance:
Sex/Sexe:
Country of Birth/Pays de naissance:
Country of Citizenship/Citoyen de:
Travel Doc No./N° du document de voyage:

ADDITIONAL INFORMATION/INFORMATION SUPPLÉMENTAIRE

Date Issued/Déjà le:
Expiry Date/Date d'expiration:
Case Type/Genre de cas:
Employer/Employeur:
Employment Location/Emplacement de l'emploi:
Occupation/Profession:
In Force From/En vigueur le:

Conditions:

1. MUST LEAVE CANADA BY 2017/12/16
2. UNLESS AUTHORIZED, PROHIBITED FROM ATTENDING ANY EDUCATIONAL INSTITUTION, OR TAKING ANY ACADEMIC, PROFESSIONAL OR VOCATIONAL TRAINING COURSE.
3. NOT VALID FOR EMPLOYMENT IN BUSINESSES RELATED TO THE SEX TRADE SUCH AS STRIP CLUBS, MASSAGE PARLOURS OR ESCORT SERVICES.

Remarks/Observations:
TEMPORARY RESIDENT STATUS MAINTAINED AS PER R183(6). POST-GRADUATE WORK PERMIT.
DOCUMENT ISSUED TO PASSPORT EXPIRY DATE; MUST BE RENEWED FOR FURTHER EXTENSIONS.

CANADA BORDER SERVICES AGENCE DES SERVICES FRONTALIERS DU CANADA
27 DE 2016

THIS DOES NOT AUTHORIZE RE-ENTRY/CECI N'AUTORISE PAS LA RÉ-ENTRÉE

UVIC DEFINITIONS & PGWP ELIGIBILITY REQUIREMENTS



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CURRENT ELIGIBILITY REQUIREMENTS

Some PGWP Criteria:

- ❑ Complete an eligible program in Canada that's at least 8 months in length
- ❑ Continuous **full-time enrolment in all regular academic sessions except for [authorized Leave of Absence](#)** or final term
- ❑ As of September 1, 2024, you must complete at least 50% of your program **in class** inside Canada

If applying from inside Canada, please ensure you have a valid study permit at the time you apply.

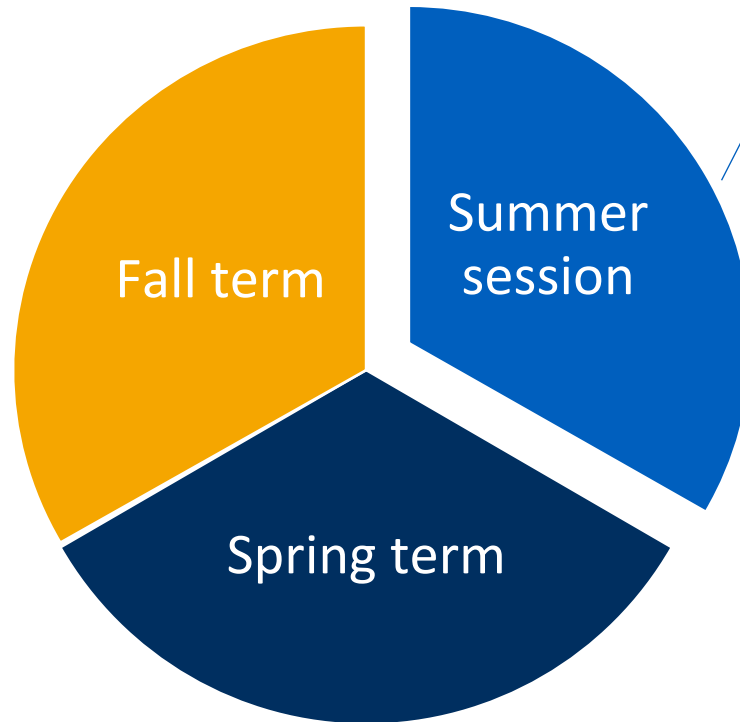
See full [eligibility details](#) on the IRCC website

FULL-TIME DEFINITION AT UVIC

- **Full-time Definitions at UVic**
 - ❖ [Undergraduate Calendar](#)
 - ❖ [Graduate Calendar](#)
- **Regular Academic Sessions**
 - ❖ Winter session (September-April)
 - Fall term (September to December)
 - Spring term (January to April)
 - ❖ Summer session (May-August)

FULL-TIME DEFINITION FOR UNDERGRAD

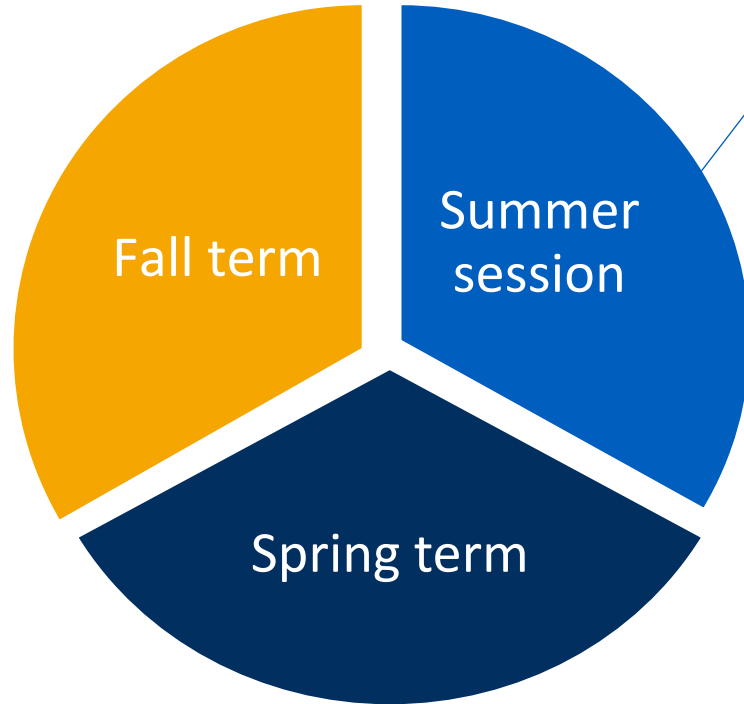
- Minimum 6 units in a 4-month term
- Minimum 12 units in fall term and spring term combined (Winter session)
- A co-op term enrollment in a 4-month term



Summer sessions are considered scheduled breaks for many UG programs. Consult with your Academic Adviser if not sure.

FULL-TIME DEFINITION FOR GRAD

- Continuous enrollment required
- Minimum 3 units in single term
- Enrollment in a Co-op term



Summer sessions (May to August) are regular academic terms!

POST-GRADUATION WORK PERMIT VALIDITY

A PGWP can be granted for a minimum of 8 months to a maximum of 3 years.

- 8 months to < 2 years = the length of the program completed
- 2 years or longer = 3 years
- **As of February 15, 2024**, students who graduate from master's degree programs of less than 2 years (8 months minimum) may be eligible for a 3 year PGWP.

Refer to the [IRCC website](#) for processing guidelines.

COVID-19 SPECIAL MEASURES



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TEMPORARY POLICY: DISTANCE LEARNING

- Distance Learning from outside Canada
 - You can complete up to 100% of your studies online from outside Canada **between March 2020 and August 31, 2022**, because of a temporary COVID-19 policy.
- Distance Learning from inside Canada
 - If your courses were moved online due to the pandemic, the time you spend studying online from within Canada until **August 31, 2024** still counts toward the length of your PGWP.

TEMPORARY POLICY: DISTANCE LEARNING

All students who started or will start a program of study between September 1, 2022, and August 31, 2024, **are required to complete at least 50% of their program of study in Canada** (online or in class).

- For the above group of students, up until **August 31, 2024**, time spent studying outside of Canada can be counted toward the overall length of the PGWP only if it constitutes less than 50% of the program.

*Any time a student spend studying outside of Canada **after** August 31, 2024, and any time spent studying outside Canada before applying for a study permit, will be deducted from the length of the PGWP, regardless of when the student started or will start their program of study.*

PGWP ELIGIBILITY

- If you had to stop studying or changed your status to part-time between spring and summer 2020 for reasons related to COVID-19, you can still apply for a PGWP.
 - [Official UVic letter regarding COVID-19](#)
 - Personal letter of explanation and relevant supporting documents

APPLYING FOR PGWP



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HOW TO APPLY FOR A PGWP

- Apply online
 - As of June 21, 2024, you can no longer apply for a PGWP at a port of entry (POE).
- In Canada: apply within 90 days after you receive your final grade AND have a valid study permit at the time of application
- Outside Canada: apply within 180 days after you receive your final grade



Refer to the [IRCC website](#) for full information

DOCUMENTATION REQUIREMENTS

- Application form IMM5710
 - Degree completion letter
 - Official transcript or Administrative transcript from UVic Online tools
 - Valid passport
 - Digital photo
 - Credit or debit card to pay your fees online
 - [Medical exam](#) (if applicable)
 - [Biometrics](#) (if applicable)
- 

PGWP APPLICATION TIPS

- [Apply for graduation](#) in your final term.
- Only request a degree completion letter when your final grades are available in your [UVic Online tools](#).
- Only submit your PGWP application when you receive UVic documents (a degree completion letter AND final transcript).
- Consult the [Instruction Guide \[IMM 5580\]](#) as needed.
- Read the questions carefully and answer them honestly.

PGWP APPLICATION TIPS

- Online applications are saved in your IRCC secure account for up to 60 days only.
- Keep paper or electronic copies of your application form and supporting documents.
- Take screenshots at different stages.
- Monitor your application status online.
- Consult us before you submit the application if you have questions.
- Use the [IRCC Web Form](#) to raise questions if needed.

YOUR IRCC ACCOUNT

Sign in to your
[IRCC secure
account](#)

Sign in

IRCC secure account

We have different accounts for some applications.

You may need a different account to apply, depending on the application you submit.

Check if this is the right account for you

▶ **Apply** for these applications

▶ **Check the status** of these applications

▶ **Upload requested documents** for these applications



▶ Study permit applicants

▶ Delays with the status of your medical exam results

▶ Student Direct Stream applicants

Sign in



GCKey username and password



Canadian Interac® Sign-In Partner

▶ Not sure how to sign in?

or

Create an account



Register for an account

YOUR IRCC ACCOUNT

View the applications you submitted

Review, check the status or read messages about your submitted application.

Search: Showing 0 to 0 of 0 entries | Show **5** entries

Application type ↑↓	Application number ↑↓	Applicant name ↑↓	Date submitted ↓	Current status ↑↓	Messages ↑↓	Action
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No data available in table

Did you apply on paper or don't see your online application in your account? [Add \(link\) your application to your account](#) to access it and check your status online.

Continue an application you haven't submitted

Continue working on an application or profile you haven't submitted or delete it from your account.

Search: Showing 0 to 0 of 0 entries | Show **5** entries

Application type ↑↓	Date Created ↓	Days left to submit ↑↓	Date last saved ↑↓	Action
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No data available in table

Start an application

[Click here](#)

[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.

[Refugees: Apply for temporary health care benefits](#)

Use this application if you are a protected person or refugee claimant who wants to apply for the Interim Federal Health Program.

[Citizenship: Apply for a search or proof of citizenship](#)

Use this application to apply for proof of citizenship (citizenship certificate) or to search citizenship records.

YOUR IRCC ACCOUNT

Personal checklist

Personal Reference Code

If you have already completed the Come to Canada or the Express Entry wizard, you would have received a document checklist and/or a personal reference code, based on the answers you provided.

* Please enter your personal reference code to begin your application. (required)



Continue

Cancel

I do not have a Personal Reference Code

If you do not have a personal reference code, you may answer a series of questions to find out if you are eligible to apply for a visa and/or permit, apply for Express Entry, and begin an online application.

If you begin your application **after you have logged into your account**, you will not receive a personal reference code, as the system will save your document checklist right into your account.

Determine your eligibility and apply online:

Visitor visa, study and/or work permit




Express Entry (EE)

International Experience Canada (IEC)

ELIGIBILITY QUESTIONNAIRE

Start Again Print Report a Technical Issue Help

Find out if you're eligible to apply

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

Work

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

Temporarily - more than 6 months


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

IND (India)

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

Canada

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

No 

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

1985 August

Save and Exit Questionnaire Next

Click on the question mark to get more instructions

Click hyperlinks for definitions

ELIGIBILITY QUESTIONNAIRE

Use this to modify your answers

[Home](#) → [Online Services](#)

[Start Again](#) [Modify my Answers](#) [Print](#) [Report a Technical Issue](#) [Help](#)

Find out if you're eligible to apply

Are you a lawful permanent resident of the United States with a valid alien registration card (Green Card)? *(required)* ?

Please make a selection

[Save and Exit Questionnaire](#) [Next](#)

What is your current immigration status in Canada? *(required)* ?

Student

[Save and Exit Questionnaire](#) [Next](#)

Find out if you're eligible to apply

Do you plan to work on campus? *(required)*

No

[Save and Exit Questionnaire](#) [Next](#)

ELIGIBILITY QUESTIONNAIRE

Find out if you're eligible to apply

Are you a full-time student at a participating post-secondary institution and want to work off-campus up to 20 hours per week? *(required)* ?

No

Have you recently graduated from a participating Canadian post-secondary institution for which your study program was full-time and a minimum of eight months? *(required)*

Yes

Is your work an essential part of your studies (for example, a Co-Op or internship program)? *(required)*

No

Save and Exit Questionnaire

Next

Note: Your application and documents checklist are created based on your answers.

ELIGIBILITY QUESTIONNAIRE

Find out if you're eligible to apply

Have you been told by an Immigration, Refugees and Citizenship Canada office that you are approved in principle for permanent residence in Canada? *(required)*

Have you submitted a permanent resident application in Canada? *(required)*

Do you have a written job offer? *(required)*

◀ Save and Exit Questionnaire

Next ▶

ELIGIBILITY QUESTIONNAIRE

Find out if you're eligible to apply

Do you have an official letter from your school that confirms you've completed your study program, as well as a copy of your final transcript?
(required)

Yes

◀ Save and Exit Questionnaire

Next ▶

Find out if you're eligible to apply

What is your marital status? *(required)* ?

Never Married/Single

What is your province of destination? If visiting multiple provinces, select the one in which you will be spending most of your time. *(required)* ?

British Columbia

◀ Save and Exit Questionnaire

Next ▶

YOUR RESULTS

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.

Continue



Post-Graduate Work Permit - in Canada

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

Continue



Exit Questionnaire

ELIGIBILITY QUESTIONNAIRE CONTINUED...

Find out if you're eligible to apply

Have you lived in a designated country or territory for more than six months in the last year? *(required)* ?

No

Save and Exit Questionnaire

Next

Find out if you're eligible to apply

Do you want to work in one of the following jobs?

- health sciences worker
- clinical laboratory worker
- patient attendant in nursing or geriatric homes
- medical student admitted to Canada to attend university
- medical elective and physician on short term assignment
- teacher of primary or secondary schools or other teachers of small children
- domestics worker, someone who gives in-home care to children, the elderly and the disabled
- day nursery worker

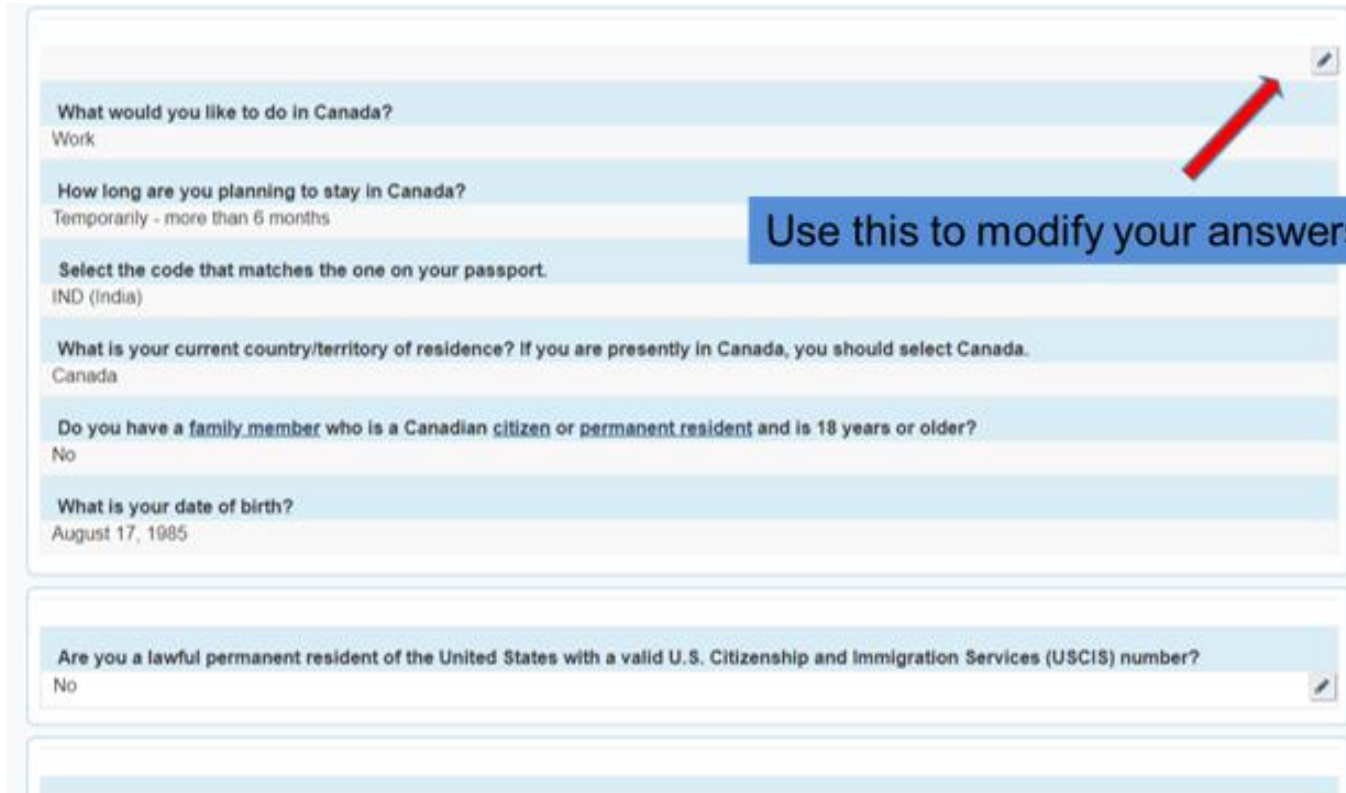
(required)

No

Save and Exit Questionnaire

Next

REVIEW YOUR ANSWERS



The image shows a screenshot of a form with several questions and answers. A red arrow points from a blue callout box to a pencil icon in the top right corner of the first question's answer area. The callout box contains the text "Use this to modify your answers".

What would you like to do in Canada?
Work

How long are you planning to stay in Canada?
Temporarily - more than 6 months

Select the code that matches the one on your passport.
IND (India)

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

Do you have a family member who is a Canadian citizen or permanent resident and is 18 years or older?
No

What is your date of birth?
August 17, 1985

Are you a lawful permanent resident of the United States with a valid U.S. Citizenship and Immigration Services (USCIS) number?
No

DOCUMENT CHECKLIST

Application Form(s)

Application Form(s)

Details	Document Name	Instructions	Options
Not Provided	Application to Change Conditions, Extend my Stay or Remain in Canada as a Worker (IMM5710) (required)	?	Upload File

Supporting Documents

Supporting Documents

Details	Document Name	Instructions	Options
Not Provided	Recent Education Transcript (required)	?	Upload File
Not Provided	Completion of Studies Letter (required)	?	Upload File
Not Provided	Passport (required)	?	Upload File
Not Provided	Digital photo (required)	?	Upload File

Optional Documents

Optional Documents

Details	Document Name	Instructions	Options
Not Provided	Schedule 1 - Application for a Temporary Resident Visa Made Outside Canada (IMM 5257)	?	Upload File
Not Provided	Client Information	?	Upload File

IF BIOMETRICS ARE REQUIRED

Fees			
Fees			
Application	Quantity	Price (CAD) per unit	Total (CAD)
Work Permit	1	\$155	\$155
Biometrics Fee	1	\$85	\$85
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) \$340

[Can I save my application and return to complete it later?](#)

[How do I upload my documents?](#)

[My documents are too large to upload. How do I reduce the file size?](#)

[Exit Questionnaire](#)

FREQUENTLY ASKED QUESTIONS



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FREQUENTLY ASKED QUESTIONS (FAQS)

- How early and where can I submit a PGWP application?
- How long does it take to process my application?
 - [Estimated processing times](#) (subject to change)
- Can I work after my final exam and before my final grade comes out on my online transcript? ([IRCC – working while studying](#))
- Can I work while my PGWP application is being processed?
 - Check [Working while we process your application](#) on the IRCC website

FAQS CONTINUED...

- Can I travel outside Canada while I have a PGWP application being processed in Canada?
- Do I need to have a job to keep my PGWP valid?
- Can I renew a PGWP?
- How can I prove to a potential employer that I am eligible to work while I await processing of my application? ([IRCC](#))
- Can I apply to extend my family members' status while I apply for a PGWP?
 - [Open Spousal Work Permit eligibility](#)
 - [Open work permit eligibility for family members of foreign workers](#)

FAQS CONTINUED...

- How long does it take to receive a degree completion letter?
- How can I update my mailing address after submitting my PGWP application?
 - Visit the [IRCC website](#) to see how to update your mailing address
- Can I apply for PGWP while holding maintained status?
- What if my study permit expires after applying for PGWP and before the approval?
- If I don't meet the PGWP eligibility requirements, what can I do?
- Can I submit my PGWP application upon completion of all my course work, but before completing my co-op terms?

RESOURCES



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IRCC PGWP RESOURCES

- IRCC
 - www.canada.ca/immigration
 - Call Centre: +1 888 242 2100
 - [IRCC Web Form](#)
- [Determine your eligibility](#)
- [Instruction Guide \[IMM 5580\]](#)

IMMIGRATION ADVISING

International Centre for Students (ICS)

Hours: Monday-Friday, 9:00am-4:30pm (PT)

Phone: +1 250 721 6361 Email: icsinfo@uvic.ca

Website: <https://www.uvic.ca/international-experiences/contacts/index.php>