

September 2022

# STUDY PERMIT WORKING CONDITIONS





# Disclaimer



The following slides were prepared by a licensed immigration professional in compliance with section 91 of the Immigration and Refugee Protection Act (IRPA).

This is not a legal document and does not constitute legal advice.

Immigration information may change without notice and it is your responsibility to refer to Immigration, Refugees and Citizenship Canada (IRCC) for the most up-to-date information.

IRCC is the authoritative source for immigration legislation, policies, instructions and information.

The information in this tutorial is current as of September 29, 2022 and subject to change.



# Agenda

- 1 What is a study permit?
- 2 Study permit conditions
- 3 Working in Canada
- 4 Full-time enrollment
- 5 Who cannot work?
- 6 Social Insurance Number
- 7 Final term of study + beyond
- 8 Q&A





# What is a study permit?

- A study permit is an immigration document issued by Immigration, Refugees and Citizenship Canada which **defines your status in Canada as a temporary resident and student.**
- It is a status document - it is not an entry document.
- Typically issued the length of your program or the length of your passport, whichever comes first.
- Has certain conditions you must meet to keep it valid.
- Has conditions which define what you are (and are not) permitted to do while in Canada studying.



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CANADA

SCARBOROUGH ON CANADA

Application/Demande: S

UCI/IUC:

**STUDY PERMIT/PERMIS D'ÉTUDES**

**CLIENT INFORMATION/INFORMATION DU CLIENT**

Family Name/Nom de Famille:	
Given Name(s)/Prénom(s):	
Date of Birth/Date de naissance:	(yyyy/mm/dd - aa/aa/mm/yy)
Sex/Sexe:	FEMALE
Country of Birth/Pays de naissance:	CHINA, PEOPLE'S REPUBLIC OF
Country of Citizenship/Citoyen de:	CHINA, PEOPLE'S REPUBLIC OF
Travel Doc No./N° du document de voyage:	PASSPORT

**ADDITIONAL INFORMATION/INFORMATION SUPPLÉMENTAIRE**

Date Issued/Déjà le:	2013/05/07	(yyyy/mm/dd - aa/aa/mm/yy)
Expiry Date/Date d'expiration:	2017/07/30	(yyyy/mm/dd - aa/aa/mm/yy)
Case Type/Genre de cas:	30	
Institution Name/Nom de l'institution:	OTHER UNIVERSITY ONT.	
Field of Study/Domaine d'études:	ANY POST SECONDARY	
In Force From/En vigueur le:	2013/05/07	(yyyy/mm/dd - aa/aa/mm/yy)

**Conditions:**

1. MAY ACCEPT EMPLOYMENT ON THE CAMPUS OF THE INSTITUTION AT WHICH REGISTERED IN FULL-TIME STUDIES.
2. MUST LEAVE CANADA BY

Remarks/Observations:

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

THIS FORM HAS BEEN ESTABLISHED BY THE MINISTER OF CITIZENSHIP AND IMMIGRATION - THIS DOCUMENT IS THE PROPERTY OF THE GOVERNMENT OF CANADA  
FORMULAIRE ÉTABLI PAR LE MINISTRE DE LA CITOYENNETÉ ET DE L'IMMIGRATION - LE PRÉSENT DOCUMENT EST LA PROPRIÉTÉ DU GOUVERNEMENT DU CANADA

IMM 1442B (06-2012)  
Canada



# What are my conditions as a study permit holder?

**1** be enrolled at a designated learning institution (DLI), unless exempt

**2** actively pursue studies, by...

- being enrolled full-time or part-time in each mandatory term (except final term)
- make progress towards the completion of program of study
- not taking authorized leaves longer than 150 days from study program

**3** end your studies if no longer meet the requirements of being a student

**4** leave Canada when status expires

**5** other conditions noted on your study permit (i.e. working conditions R186)







# Can I work as a student?

As an international student you may be permitted to work while you are in Canada.

- Must be:
  - Full-time enrolled in a degree/diploma/certificate program at least 6 months in length
  - Have started your program of study
  - Have valid study permit with conditions noted (R186)
  - Have a valid Social Insurance Number
- Regular Academic Session (fall/winter/summer):
  - Eligible to **work 20 hours per week off campus**
  - Eligible to **work full-time on-campus**
- Regularly Scheduled Breaks:
  - Permitted to **work full-time during a regularly scheduled break** and were a full-time student before and after the scheduled break.
  - A scheduled break refers to any break noted in the Trent Academic Calendar.



# How do I determine if I am full-time?



You must be a full-time student to be eligible to work as per your study permit working conditions.

## Undergraduate and Post-Graduate Certificate

- A minimum of 2.0 credits in each mandatory term. The typical full-time course-load is 2.5 credits in each mandatory term.
- Fall (Sept to Dec) and Winter (Jan to Apr) are deemed mandatory terms.
- Summer (May to Aug) is an optional term with no course-load requirement.

## Graduate (Masters/PhD)

- Automatically full-time unless request part-time.
- Fall (Sept to Dec) and Winter (Jan to Apr) and Summer (May to Aug) are deemed mandatory terms.



# Who can not work on/off campus?



You are not permitted to work while studying, if you:

- are a part-time student - unless in final semester and meet other requirements
- have an expired study permit
- are on an authorized leave from your studies
- are switching schools and are not currently studying
- your study permit indicates not authorized to work while you study
- are enrolled in an English or French as a second language (ESL/FSL) program
- are taking general interest courses
- are taking courses required to be accepted into a full-time program
- your situation changes and you no longer meet all of the requirements to work off campus



# Social Insurance Number



- A SIN is a 9-digit number that is issued by the Government of Canada.
- Canadian citizens, permanent residents, and temporary residents require Social Insurance Number (SIN) to work in Canada or to receive benefits and services from government programs.
- As a temporary resident, your SIN will expire with your study permit.
- If your SIN expires, you may continue to work while waiting for your new immigration document if you "maintain your status" during the processing.
- How do I "maintain my status"? Apply for a new study permit PRIOR to the expiry.
- Apply to update the expiry of your SIN once you obtain your new study permit.



# Final term of study and work

In your final term of study, you may have less than a full course-load to complete your studies.

If this is your case, you will still be deemed a full-time student for immigration purposes.

Therefore, you will still be permitted to:

- work as per your working conditions
- remain eligible for the future Post-Graduation Work Permit Program





# Finishing your program and work

When you complete your coursework and when your program is deemed officially complete are not the same date.

In most cases, you will finish your coursework in April, August, or December depending on your program completion.

However, your program will not be officially audited until mid-May, mid-September, or mid-January.



Course completion	Program Audit Date
April	mid-May
August	mid-September
December	mid-January



# Co-op/internship work permit



- If you have a MANDATORY work component of your studies (i.e. nursing placement) where you gain academic credit for work completed, you will require a co-op/internship work permit.
- In most cases, those admitted in to a program with a mandatory work component are issued a co-op work permit when they obtain their study permit at the Canadian port-of-entry.
- If you transfer into a co-op program, you will have to apply from inside Canada.
- Find a step-by-step guide on the application process on our website:  
[www.trentu.ca/currentstudents/international/immigration/co-opinternship-work-permit](http://www.trentu.ca/currentstudents/international/immigration/co-opinternship-work-permit)
- What if I want to complete an internship that is not part of my program, can I apply for a co-op work permit? No, it must be work that is mandatory to graduate from your program.



# Finishing your program and work

## Why does this matter?

- After your coursework is complete, you are NOT deemed on a scheduled break and therefore cannot work full-time.
- IRCC permits you to work 20-hours off campus until your program is audited and you get official confirmation of program completion.
- Once your program is complete, you MUST stop working under your study permit working conditions.
- You can then apply for the Post-Graduation Work Permit Program.



# Working in Canada Q&A



Can I work 20 hours per week off-campus AND on-campus working hours?

Yes, as long as you are a full-time student.

What is deemed on-campus work?

"On-campus" means you can work at all the buildings on your school campus (library, cafeteria, athletics, research lab, etc)

Can I take time off from my studies and work instead?

No, your study permit working conditions are tied to your full-time enrollment. You can only work while you are a full-time student.


Can I study part-time and work as per my study permit conditions?

No, unless you are in your final term (4 months) of study and you have less than a full-time courseload to complete your program and you have met all other working conditions.

# Trent International Immigration Support



- Attend an "Ask an Immigration Advisor" Live chat
- Attend an Immigration Webinar or Tutorial
- Visit our Trent International website for immigration resources, application tutorials and session registration [www.trentu.ca/currentstudents/immigration](http://www.trentu.ca/currentstudents/immigration)
- Book an appointment >[www.trentu.ca/sep](http://www.trentu.ca/sep)>Appointment Bookings> Trent International>Immigration Advising.

Academic Skills	Careerspace	Academic Advising	Trent International 
<ul style="list-style-type: none"> <li>• Online submission or in-person instruction</li> <li>• Research papers, lab reports &amp; essays</li> <li>• Time management &amp; study skills</li> <li>• Grammar &amp; documentation</li> <li>• Math skills &amp; more</li> </ul>	<ul style="list-style-type: none"> <li>• Career counselling</li> <li>• Work search coaching</li> <li>• Explore further education options</li> <li>• Resume, cover letter &amp; LinkedIn profile critiques</li> <li>• Interview preparation</li> </ul> <p>Weekly workshops: See the Peterborough Campus Event Calendar (Student Experience Portal) to register</p>	<ul style="list-style-type: none"> <li>• Academic Goal Setting</li> <li>• Educational planning</li> <li>• Selecting/changing your major</li> <li>• Review your academic status &amp; degree requirements</li> <li>• Academics &amp; life issues, referrals, resources</li> </ul> <p><b>NOTE:</b> If the calendar is blank, this means our appointments are booked. New appointments are opened up daily, please check back the following day after 9:00am EST.</p>	<ul style="list-style-type: none"> <li>• International Student Wellness Advising</li> <li>• Study Abroad Advising</li> <li>• Online &amp; Telephone appointments available</li> <li>• Cultural adjustment, Immigration documents &amp; transition</li> <li>• Internationalizing your degree</li> <li>• International Student Academic &amp; Immigration Advising</li> </ul>



# Immigration Webinars/Tutorials



Attend one of our upcoming Immigration webinars or tutorials:

- The Post-Graduation Work Permit Program (PGWP)- Oct 7 @ 10:30am
- Apply for PGWP from within Canada - Oct 10 @ 10am
- Extend Your Study Permit - Oct 14 @ 11am
- Study Permit Working Conditions - Oct 17 @ 5pm
- Extend Your Study Permit - Oct 21 @ 9am
- The Post-Graduation Work Permit Program (PGWP) - Oct 27 @ 10:30am
- Apply for an Entry Visa from within Canada - Oct 28 @ 12pm
- Extend Your Study Permit - Oct 21 @ 11am

Register on our website:

[www.trentu.ca/currentstudents/international/international-student-information-sessions](http://www.trentu.ca/currentstudents/international/international-student-information-sessions)





# CONTACT US

Have questions? Please contact us!  
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Follow us on Instagram: [@trentuinternational](https://www.instagram.com/trentuinternational)