Work permits for graduands

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YOUR HOSTS

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Detailed information on the Post-graduation work permit is available on our website

Section on Polyvirtuel regarding special measures linked to the COVID-19 pandemic (English version to come)

Today:
- Advices for a smooth transition between studies and work
- Work permit for spouses
- Impacts of COVID-19 on your procedures
- A few words on the PEQ
- Your questions
ELIGIBILITY CRITERIA TO THE PGWP
### Obligation to Study Full-Time

- You need to have kept a full-time registration throughout your program = eligibility criteria
- Exception: last term in your program (part-time studies allowed)

<table>
<thead>
<tr>
<th>Program</th>
<th>Minimal number of credits</th>
<th>Fall</th>
<th>Winter</th>
<th>Summer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Engineering (B.Eng.)</td>
<td>≥ 12 cr./trimester</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>Course-based Masters’ (M.Eng.) DESS</td>
<td>≥ 9 cr./trimester</td>
<td>✔</td>
<td>✔</td>
<td>✗</td>
</tr>
<tr>
<td>Research-based Masters’ (M.Sc.A.) Ph.D.</td>
<td>Automatically full time</td>
<td>✔</td>
<td>✔</td>
<td>✔</td>
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OBLIGATION TO STUDY FULL-TIME

**NEW** – You need to provide both your confirmation of end of studies AND your final transcript.

Students in a DD program: give your Master’s AND your first trimester’s transcript.

Agents look closely at the full-time study criteria.
OBLIGATION TO STUDY FULL-TIME

- Did you change designated learning institution and for this reason, were not registered during a term?
- Did you defer your admission to another term at the beginning of your program after arriving to Canada?
- Did you have to interrupt your studies (illness, pregnancy, family emergency, etc.)?
- Have you always been registered, but not always full time? (except for the last term in your program)?

Not always having been a full-time student could be grounds for the refusal of a PGWP, depending on the analysis made by the agent. In this case:

1. Take note of IRCC’s instructions
2. Join an explanation letter and supporting documents to your application (medical note, plane tickets, if available, leave of absence authorization from school).
CONDITIONS OF THE PGWP

- You have **up to 180 days** after Poly has confirmed the end of your studies to apply for a PGWP.
- **Your SP must have been valid at some point during the 180 days preceding your PGWP application.**
- Fees 155$ + 100$ for open work permit= 255$ (+ biometrics, if applicable)

### Conditions Table

<table>
<thead>
<tr>
<th><strong>Type</strong></th>
<th>Open</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Job Offer</strong></td>
<td>× Not required</td>
</tr>
<tr>
<td><strong>Max. Duration</strong></td>
<td>Depending of the length of the study program</td>
</tr>
<tr>
<td></td>
<td>▪ Program lasting less than 8 months: ineligible</td>
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<tr>
<td></td>
<td>▪ Program lasting from 8 to 24 months: length of WP same as program</td>
</tr>
<tr>
<td></td>
<td>▪ Program lasting 24 months and more: WP = 36 months</td>
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</tbody>
</table>
HAVING A LEGAL STATUS

If you apply for a PGWP in Canada, you need to have a valid temporary resident status when submitting your application:

- Valid study permit
Or
- Valid visitor record

Example 1

You hold a study permit that is still valid when Polytechnique issues your confirmation of end of studies or you are on an implied status (waiting for your SP renewal) : OK for your PGWP
Example 2

Your study permit expires after the last day of your registration in your program, but before school can confirm completion of your studies. This happens often to students whose CAQ and study permit expire on December 31st or August 31st.

- **Change of condition of stay to visitor status**
  - Must be applied for before the expiry of the study permit. The SP remains valid until its expiry date.
  - Advice: Add an explanation letter so that the IRCC agent understands why you are requesting a change of status (i.e. keeping a temporary resident status while waiting to be able to apply for a PGWP)
HAVING A LEGAL STATUS

If you are graduating in the course of a term: you must hold a valid CAQ and SP until the last day of registration in your program, otherwise, you will be unregistered for the term.

Ex: Student who defends thesis on July 25 and whose CAQ and SP expire on July 30:

School might need several weeks to confirm the end of your studies (corrections to make, validations in dept. and Registrar’s Office).

In such case, plan ahead and **renew your CAQ and your SP until the end of the term!**
CAN I WORK? (AND FROM WHEN?)
WITH VALID STUDY PERMIT

Last academic activity
- Last exam
- Submission of internship/project report
- Thesis presentation

Correction
- Corrections exams, report entry, revision of marks…
- Correction by jury and/or Registrar’s

Verifications
- Verification of the conditions for graduation (GPA, etc.)
- Signatures and approvals (dept., Registrar’s)

Recommendation of diploma
- Issuance of end of studies confirmation / final transcript
- Possibility of applying for a PGWP

Correction and verification period – still considered a student by IRCC
End of studies – no longer a student for IRCC

Valid SP bearing work authorizations remarks + PGWP application
Max 20h/week

Full-time work from day of submission of a PGWP application
ON IMPLIED STATUS (SP RENEWAL)

**Last academic activity**
- Last exam
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Max 20h/week

While waiting for SP renewal (after SP expiry and confirmation of end of studies):

- You can apply for PGWP
- You can only start working full-time once you receive your PGWP

SP renewal submitted before expiry, waiting for the approval
CHANGE TO VISITOR STATUS

**Last academic activity**
- Last exam
- Submission of internship/project report
- Thesis presentation

**Corrections**
- Corrections exams, report entry, revision of marks...
- Correction by jury and/or Registrar’s

**Verification**
- Verification of the conditions for graduation (GPA, etc.)
- Signatures and approvals (dept., Registrar’s)

**Recommendation of diploma**
- Issuance of end of studies confirmation / final transcript
- Possibility of applying for a PGWP

**Correction and verification period** – still considered a student by IRCC

**End of studies** – no longer a student for IRCC

**Max 20h/week**

**Visitor**
- Forbidden to work!

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**With visitor status (after SP expiry):**
- You cannot work (neither full, not part-time)
- But you can apply for PGWP
- You can only start working full-time once you receive your PGWP
Not respecting IRCC rules regarding work is a very serious offense that could even result in removal and inadmissibility to Canada.
HOW TO APPLY FOR A
PGWP?
IN-CANADA APPLICATIONS

FOR
✓ Online application (lower risks of mistakes)
✓ You can start working full-time from the moment you send your online application, if you have a valid SP authorizing off-campus work.
✓ You can apply with a visitor status, but will have to receive the WP to start working.
✓ Your PGWP will be sent to you at home

AGAINST
➢ Long processing times (currently around 4 months) and biometrics impossible to provide because of COVID-19: PGWP on hold
➢ You must hold a valid temporary status (student or visitor)
➢ If you hold a visitor status when applying: you must receive your PGWP to start working
➢ Leaving Canada while still waiting for your PGWP approval... not the best idea
➢ Your TRV has expired? You must wait for your PGWP in order to renew it.
APPLICATIONS FROM ABROAD

FOR
✓ Possible to apply online (lower risks of mistakes)
✓ You can travel abroad to visit family members and take vacations before starting to work
✓ You do not need to hold a legal status when applying, though you are still bound by all the other eligibility criterias!
✓ If your TRV is expired, both applications will be processed at the same time.

AGAINST
➢ You must wait to receive the approval of your application to come back to Canada, and your WP will be issued upon your arrival at the point of entry.
➢ Need to provide your biometrics, if you have not done so yet, and pay the 85$ fee.

Processing times vary greatly from one Canadian Visa Office to the next. Please check the IRCC website.
APPLICATION AT A POINT OF ENTRY (POE)

FOR

✔ Immediate issuance of PGWP
✔ No forms to fill out, just supporting documents.

AGAINST

➢ Need to talk to American border agents
➢ You will need to provide your biometrics, if you have not done so yet, and pay the 85$ fee.
➢ You will need a valid temporary resident status
➢ Your immigration file can be entirely scrutinized to check SP compliance/PGWP eligibility. Watch out for offenses of any other types!
➢ You must have all the right documents and sufficient money to pay fees = higher risks of mistakes
➢ Even if the application could be processed at the entry point, in some cases, it is not. Watch out for operating hours.

Students with TRV. IRCC instructions indicate that you are not admissible to apply at POE (some still do at the land border)
YOUR SPOUSE MUST ALSO RENEW THEIR WORK PERMIT?
Who can be considered a spouse?

- Opposite or same-sex person

- Married to the PGWP holder or,

- In a common-law relationship: i.e. in a relationship and sharing the same address for at least 12 months (and being able to prove it with bills, joint bank account, common insurance policy, etc.)

For more information, see IRCC instructions
**WORK PERMIT FOR SPOUSES OF WORKERS WITH A PGWP (C41)**

**Job categories** according to the National Occupational Classification (NOC)
- 0 (manager); or
- A (professional, ex: engineer); or
- B (technician)

If graduands have a job that is part of categories 0, A or B, they can request a PGWP and include an open work permit request for their spouse.

They must include in the application:
- A letter of the current employer of the graduand confirming their job title or a copy of their work contract or job offer AND
- A copy of the last three pay slips of the main applicant.

Open work permit for a workers’ spouse
155$ in processing fees + 100$ in open work permit fees
Reminder:
– The spousal OWP expires at the same time as the graduand’s study permit.
– The spouse must also maintain a legal status in Canada at all times.

If the graduand cannot provide proof of an employment in a NOC 0, A or B occupation: look for other possibilities to extend the status of the spouse (other types of work permits or change of status to visitor)

At Polytechnique, we do not offer consulting services for other types of work permits

Need help?
- Contact IRCC to find out about all your options: 1-888-242-2100
- Seek the help of an immigration consultant or an immigration lawyer
CONCLUSION AND QUESTION PERIOD
CONCLUSION

It is only possible to have a PGWP once, therefore:

- Choose wisely the diploma at the end of which you wish to apply for the PGWP!
- Make sure you submit a complete application.
- Even if you aren’t really sure of whether you wish to remain in Canada to work, you can still apply and decide later, once you have the work permit in hand.

Your passport will expire before the scheduled expiration date of your PGWP?

- With your renewed passport, apply for a work permit extension before it expires. You will have to pay the processing fee again.
Reminder: SEP does not provide counselling on permanent residence

- Main points of the reform: required work experience and no transition period for graduands and current students
- Ongoing consultation until June 27th
- Effective date of reformed version not announced yet
- You can remain in Canada and gain work experience through the PGWP!

For more information on reform proposal
WEBINAR AVAILABLE ONLINE

• Ask general questions: keep in mind confidentiality!

• Time is limited: we may not be able to answer all your questions.

• Online quick questions periods:
  - Wednesday July 15 at 1pm

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