

POST-GRADUATION WORK PERMIT: HOW TO APPLY AND MAKE THE MOST OUT OF YOUR PGWP?

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INTERNATIONAL STUDENT ADVISOR AND
REGULATED INTERNATIONAL STUDENT IMMIGRATION ADVISOR



INTERNATIONAL STUDENT ADVISORS



International Student Advisors are the only people at UBC that can advise you on immigration issues. Connect with us if you have further questions.

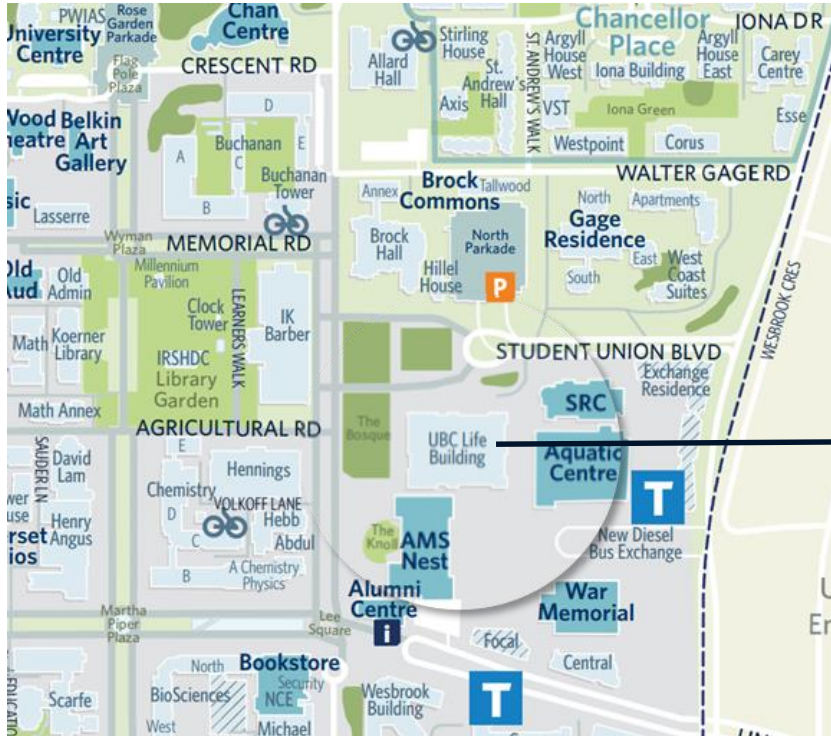
In person	E-mail (e-vising)	By phone
Monday to Friday 9:30am to 4:00pm *No appointment necessary	isa@student.ubc.ca *Include your student number in the subject line	604-822-5021

Learn more by visiting the International Student Guide:

students.ubc.ca/international-student-guide

INTERNATIONAL STUDENT ADVISING

UBC LIFE BUILDING



- Canadian visas and permits
- Work authorization
- Health insurance
- Cultural transitions

We are here

DISCLAIMER



The following information is **current as of Today – Monday, September 16, 2019** and has been approved by Regulated Canadian Immigration Consultants (RCICs)

This information is subject to change, therefore, always refer to **Immigration, Refugees and Citizenship Canada (IRCC)** website for up-to-date information

SESSION OVERVIEW

- Introduction to post-graduation work permit program
- Working after completing your program
- How to apply
- Required documents and cost
- Tips to consider
- Questions



POST-GRADUATION WORK PERMIT

Allows to gain valuable Canadian work experience after graduation, which might facilitate transition to Canadian Permanent Residency

If planning to stay in Canada longer:

- Attend **BC PNP and PR Info Sessions** – Winter Term 1 and Term 2
- Subscribe to the **Community Update Newsletter**
- You may find an information sheet on PR pathways and the latest presentations on the **International Student Guide**

Post-graduation work permit is offered only **once in your lifetime**



ELIGIBILITY CRITERIA

1. Completed a program at an eligible institution **in Canada** that is **at least 8 months in duration** leading to a degree, diploma or certificate
2. Maintained **full-time student status in Canada** during each academic session of the program

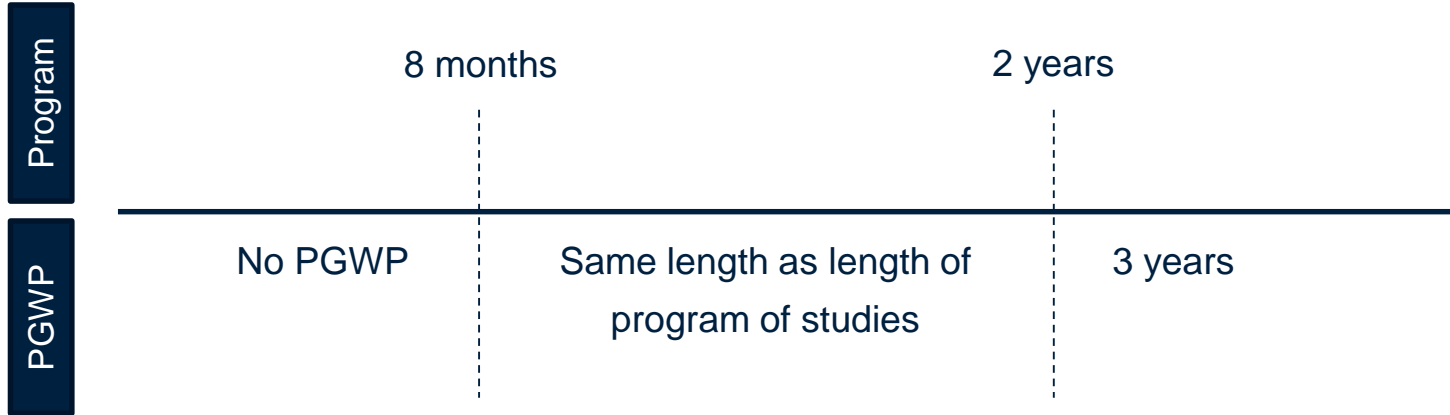
Exceptions:

- leave from studies (3 factors: authorization, length, reason)
- final academic session (part-time status)

3. Apply within **180 days** of program completion
(program completion = Letter of Completion LOC becoming available)



PGWP LENGTH



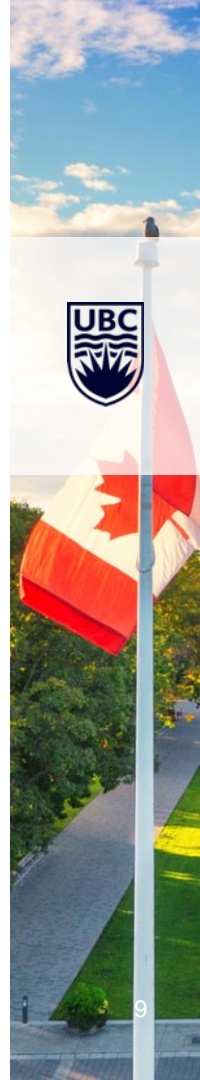
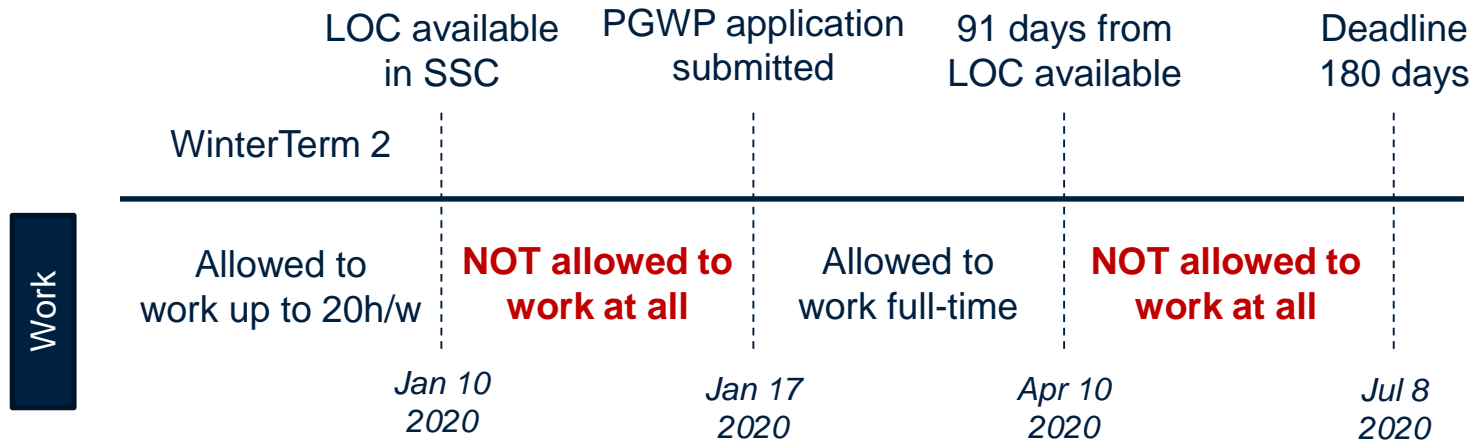
Students who completed more than one program of studies in Canada, **within the prior two years**, the length of the PGWP should combine the length of each program. Each program of studies must meet **all PGWP eligibility requirements** and be **at least 8 months in length**.



WORKING AFTER COMPLETING YOUR PROGRAM: TRANSITION TO PGWP WORK

You **may work** while waiting for a decision on the PGWP application, if:

- you apply while holding a **valid study permit [expiry vs. validity]**,
- you were authorized to work off-campus without a work permit, **and**
- you did **not** exceed the allowable hours of off-campus work



HOW TO APPLY?

1. Apply **online** through MyCIC (**preferred**)
2. Apply at a **POE** (as land border with the United States – **flagpole**)
 - a) Some people can apply at the US/Canada land border
 - b) Bring all documents, passport and \$255cad fee (cash or credit card)
 - c) Might need to provide biometrics \$85cad fee (cash or credit card)
 - c) Stop by our office and talk to an ISA if you plan to apply at POE

Check the **IRCC website** for processing times – 101 days for online applications (working on applications received May 22, 2019)



HOW TO APPLY ONLINE

1. Create a **MyCIC** account at: www.cic.gc.ca
 - Register with a “**Sign-In Partner**” or “**GCKey**”
2. Start your application by clicking on “**Apply to come to Canada**” and then “**Visitor visa, study and/or work permit**” to generate a checklist
3. Make sure you are using the correct form – **IMM5710e**

Read the online tutorial in the International Student Guide:
students.ubc.ca/international-student-guide



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How to apply for a Post-Graduation Work Permit

Overview of the application process

When to apply	Within 90 days of completing your degree requirements (i.e. starting when your final grades are available or your final graduate thesis is accepted, NOT the date of your convocation ceremony), ideally before leaving Canada
Cost	\$255
Processing	Check for a weekly update of how long it will take

On this page

[Overview of the application process](#)

[Understanding the form](#)

[Take screenshots as you apply](#)

[Tips](#)

[After you get your permit](#)

[Related info](#)

REQUIRED DOCUMENTS AND COST

1. Written Confirmation of Program Completion = UBC Letter of Completion
2. **Official Transcript from UBC** (Enrollment Services)
3. Passport* = photo page and all pages with visas and stamps
4. Digital photo (if applying online)

You can upload **one file of a maximum of 4MB** per category of documents

Cost: \$255cad

*No immigration documents will be issued beyond the expiry date of your valid passport. You can apply for PGWP extension for the remaining time allowed after having your passport renewed.



APPLICATION REVIEW SESSION



Before you submit your application have it reviewed at the next application review session in-person or via webinar

- Register in an application review session through *WC Online*:
ubcisa.mywconline.com
- Read the instructions on how to prepare for your session

In-person sessions UBC Life Building: Room 1505*

Tuesdays at 1:30pm and 2:30pm

Fridays at 10:00am and 11:00am

Webinars Thursdays at 1:30pm

COMMON MISTAKES



- Answering online questions incorrectly
- Not being able to open the PDF file – IMM5710e (save the file in your computer and open it with Adobe Reader DC)
- Not being aware of recent changes to the PGWP
- Providing inaccurate information
- Lacking documents or using the wrong ones
- Not having a passport valid for the duration of the PGWP
- Missing the 180 day deadline to request the PGWP
- Asking friends but not asking for professional help

TRAVELING AFTER COMPLETING STUDIES

1. Obtain your PGWP before you leave Canada (**safest**)
2. Have a valid TRV (entry visa) or eTA
3. After a long absence from Canada: prepare supporting documents if you do not have a job offer (e.g., resume, cover letter, job posting to which you applied)

Travelling outside Canada is **not** going to impact your eligibility to work while your PGWP is being processed

Meet an International Student Advisor (ISA) **before** leaving Canada



OTHER KEY DOCUMENTS

You may also need to extend/apply for:

When Applying for PGWP

Documents for dependents

- Spousal/Partner open work permit
- Children visitor record or study permit

After Receiving PGWP

Other documents

- Temporary resident visa (TRV) – online or paper
- Provincial medical insurance (BC MSP) – online or paper
- Social Insurance Number (SIN) – Service Canada



SPOUSAL/PARTNER WORK PERMIT

A spouse or common-law partner of a PGWP holder can apply for an open work permit under the following conditions:

1. The PGWP holder must have a job that is on the NOC (National Occupation Classification)
 - **Type 0**, management occupation, or
 - **Level A**, professional occupation, or
 - **Level B**, technical or skilled occupation
2. The PGWP holder must also provide 3 recent payslips
3. Recommend – writing a **letter of explanation**



QUESTIONS?

