Tips for Applying to Work Learn

* Check your eligibility. Confirm on the [student Work Learn website](https://students.ubc.ca/career/ubc-experiences/work-learn-program) that you are eligible to hold a Work Learn position. Please note that you are only able to hold one Work Learn, WL IURA, NSERC, or Co-op position at a time.
* Submit your applications as soon as possible. Supervisors may start offering interviews before the application window closes.
* Always include a tailored [cover letter](https://students.ubc.ca/career/career-resources/resumes-cover-letters) and ALL documents that supervisors ask for.  Things to include in your cover letter include: the job title and examples of skills and experiences you have that are relevant to each job posting.
* Put more effort into fewer applications as it often yields better results than firing off a bunch generic applications. While there is no limit to the number of jobs you can apply for, generic applications that do not speak to the specifics of each role are often much less likely to be invited for interviews.
* Remember that these are competitive roles, supervisors are looking to give opportunities to students who are going to make the most of the opportunity. Talk about what you would like to get out of the role you are applying for.
* Prepare for your interview. Think about the kinds of questions you might be asked in an interview and do some preparation.
* Visit a Career Advisor. You can book an appointment on Careers Online or come to drop-in advising Monday – Friday, 11 AM – 1 PM (check [website](https://students.ubc.ca/career-centre) for most up-to-date hours)