



# Post Graduation Work Permit

The post-graduation employment program is designed to provide graduating students with Canadian work experience. Students may work in Canada for up to three years after graduation.

## Does the length of study in Canada impact on the length of the work permit?

Yes. The work permit cannot be valid longer than the length of time the student studied in Canada.

For example, students graduating from a four-year degree program might be eligible for a three year work permit. Students graduating from an eight-month certificate program would only be eligible for a work permit of eight months.

**If you studied for less than eight months then you are not eligible for this program.**

**If you studied for less than two years but more than eight months you may get a work permit for a period no longer than the length of time you studied.**

**If you studied for two years or more a work permit may be issued for three years.**

**You may apply for a work permit if you:**

- Graduated from a specific program of full-time study (of at least eight months) in Canada at a public post-secondary institution.
- Have a valid study permit when you apply for the work permit.
- Have not previously been issued a work permit for post-graduation employment following any other course of study.

**When do I have to submit my application?**

**You must submit your application for a work permit within 90 days**, starting from the day when your final marks are issued, or when you receive a formal written notification of graduation from the institution. Your study permit must continue to be valid upon submission of your application for a work permit.

**Note:** If you have other evidence that you have successfully completed your program (such as a final transcript or a letter from the institution), you may apply for your work permit before you receive your formal notification of graduation.

## 1. Download Application

Download and print application form (IMM 1249) and document checklist (IMM 5583) <http://www.cic.gc.ca/english/information/applications/work-students.asp>

Application packages are also available at International Student Services.

## 2. Read Guide and Prepare Application

Read Application Guide (online or download), complete the form and checklist and prepare supporting documents.

## 3. Pay Application Fee

Current fee is \$150, at time of publication of this tip sheet. Check online application guide for current fee rates. You will need a pink receipt to take to the bank. These receipts are available through International Student Services.

## 4. Ensure Application is Complete

If you would like to have your application reviewed by the International Student Services Assistant, please call 403 342 3587.

## 5. Send Application

Send completed application form, document checklist, fees receipt and other supporting documents to the following address:

Citizenship and Immigration - Work Permit  
Case Processing Centre  
6212 - 55th Avenue, Unit 777  
Vegreville AB  
T9C 1X6