Post-graduation work permit Q&A session

This presentation is current as of November 19, 2025

Presenters: Olivia Zhao & Mayah Stratton

We acknowledge and respect the Ləkʷəŋən (Songhees and Xʷsepsəm/Esquimalt) Peoples on whose territory the university stands, and the Ləkʷəŋən and WSÁNEĆ Peoples whose historical relationships with the land continue to this day.

Disclaimer

- This session provides general information

- Information in this session is current as we speak and may be subject to change without notice.

- Please do not cite any of this information in an application.

- Refer to the Immigration, Refugees and Citizenship Canada's (IRCC) website for the most up-to-date information at the time you apply.

- Post-graduation work permit: How to apply tutorial

This session is not intended for students from Continuing Studies. Email uvcsimmigration@uvic.ca for help

Case-specific Questions

- Email us after the session: Contact the International Centre for Students by phone (+1 250 721 6361) or email (icsinfo@uvic.ca).

- Business students should email the Gustavson School of Business (gsbimmigration@uvic.ca).

- Continuing Studies students should consult the Immigration Adviser in the Division of Continuing Studies (uvcsimmigration@uvic.ca)

Agenda

- Career Support

- Inter-cultural Association of Greater Victoria (ICA)

- What is a Post-Graduation Work Permit (PGWP)?

- PGWP eligibility & UVic definitions

- How to apply for a PGWP?

- Case Scenarios & FAQs

- IRCC Resources

Meet your
career support team

We'll help you develop a career you love through:

- ✓ Free career workshops
- ✓ One-on-one appointments
- ✓ Work search support & more

Learn more at
uvic.ca/career-services

From Campus to Employment: Strategies for Success in the Canadian Workplace

Date: December 4, 2025

Time: 4:00pm - 5:00pm (PT)

Location: Online via Zoom

REGISTER NOW!

University of Victoria

Inter-cultural Association of Greater Victoria (ICA)

Newcomer Services at ICA

One-on-one Support

- Tailored information, orientation and referrals

- Assistance navigating immigration and transitioning to life in BC

Workshops & Group Activities

- Informal language training (conversation circles)

- Group information sessions

- Recreational activities to build community connections

Formal Language Training

- Short-term language training focused on developing the skills required for the labor market and navigating everyday life in BC.

Settlement Services

Contact information:

Reception: 250-388-4728

nsp-safhavn@icavictoria.org

ICa Inter-Cultural Association of Greater Victoria

Employment Services at ICA

British Columbia Newcomer Settlement Program (BCNSP)

- One-on-one tailored job search support and employment counseling services

- Self-paced online course: Improving communication skills in the Canadian workforce

- Employment Workshops

- Mentorship opportunities

Job Search for Newcomers
Workshops (In-Person)

Employment Workshop & Individual Counseling sessions

For Information, Preliminary Client Assessment contact:

Alla Balatska, Employment Client Advisor, employmentadmin@icavictoria.org

iCa Inter-Cultural
Association
of Greater Victoria

Employment Services at ICA

MentorConnect Program

- Mentorship program that connects skilled immigrants with experienced professionals in their fields

- Approximately 10 -12 hours commitment over 2 months

Benefits:

- Gain local occupation-specific advice

- Build professional network

- Increase knowledge of Victoria's labour market

- Receive overall career guidance & support

Employment Services at ICA

Success in Finding Work Program

- Cohort based program; 10 weeks skills training and employment readiness training for individuals with multiple barriers

- Employment placements and job development supports

- Living Allowances provided; other financial supports based on need

Success in Finding Work

- *For Information, Preliminary Client Assessment contact:*

- *Alla Balatska, Employment Client Advisor*,

- employmentadmin@icavictoria.org

iCa Inter-Cultural Association of Greater Victoria

www.icavictoria.org

THANK YOU!

WHAT IS PGWP?

A PGWP Is……

- An open work permit

- Allows you to gain Canadian work experience after graduation (e.g., full-time, part-time, self-employment)

- Possible occupational restrictions (e.g. healthcare, primary/secondary school, childcare)

- Can only be issued once per lifetime

General PGWP Eligibility

➤ Complete an eligible program in Canada that's at least 8 months in length

➤ Continuous full-time enrolment in all regular academic sessions except for authorized leave of absence or final term

➤ As of September 1, 2024, you must complete at least 50% of your program in class inside Canada

➤ As of November 1, 2024, you must provide proof of language ability to meet the language requirements for PGWP when you submit your application

➤ There are no field of study requirements for university graduates with a bachelor's degree, master's degree or doctoral degree

See full eligibility details on the IRCC website

Full-time Definition At UVic

Full-time definitions at UVic

- Undergraduate Calendar
- Graduate Calendar

Regular Academic Sessions

- Winter session (Sept-April)
    - Fall term (Sept-Dec)
    - Spring term (Jan to April)
- Summer session (May to Aug)

Full-time Definition For Undergrad

- Minimum 6 units in a 4-month term

- Minimum 12 units in fall term and spring term combined (Winter session)

- A co-op term enrolment in a 4-month term

Fall term

Summer session

Spring term
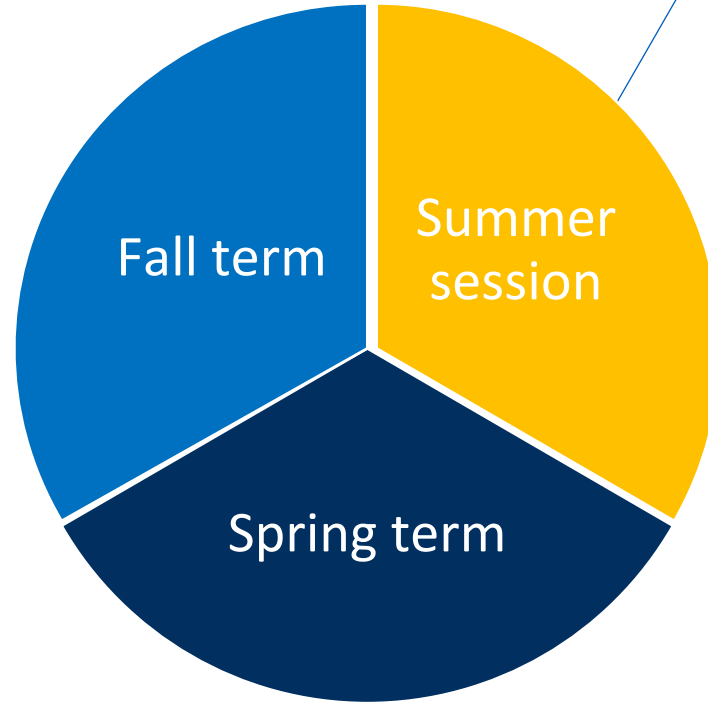
Summer sessions are considered scheduled breaks for many UG programs.

Full-time Definition For Grad

- Continuous enrolment required

- Minimum 3 units in single term

- Enrolment in a Co-op term

Fall term

Summer session

Spring term
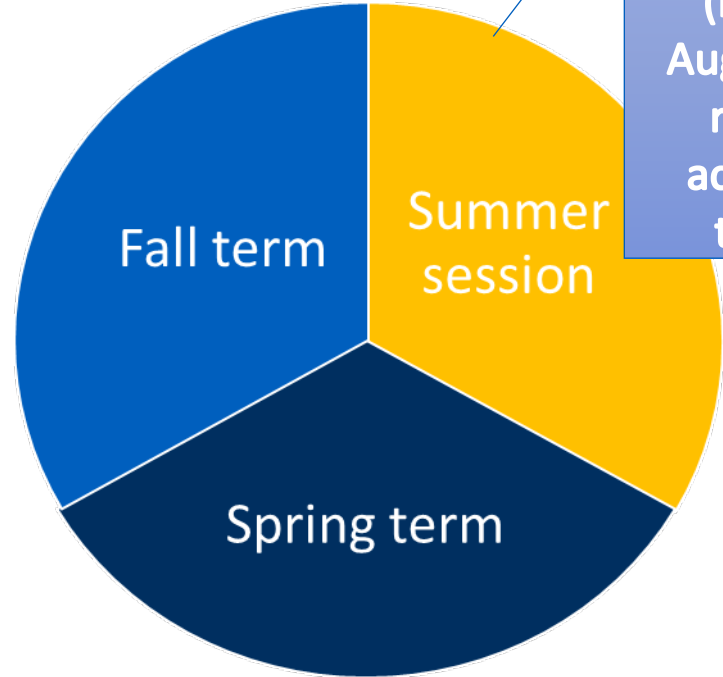
Summer sessions (May to August) are regular academic terms!

APPLYING FOR PGWP

How To Apply For A PGWP

- **Apply online**
  - As of June 21, 2024, you can no longer apply for a PGWP at a port of entry (POE).
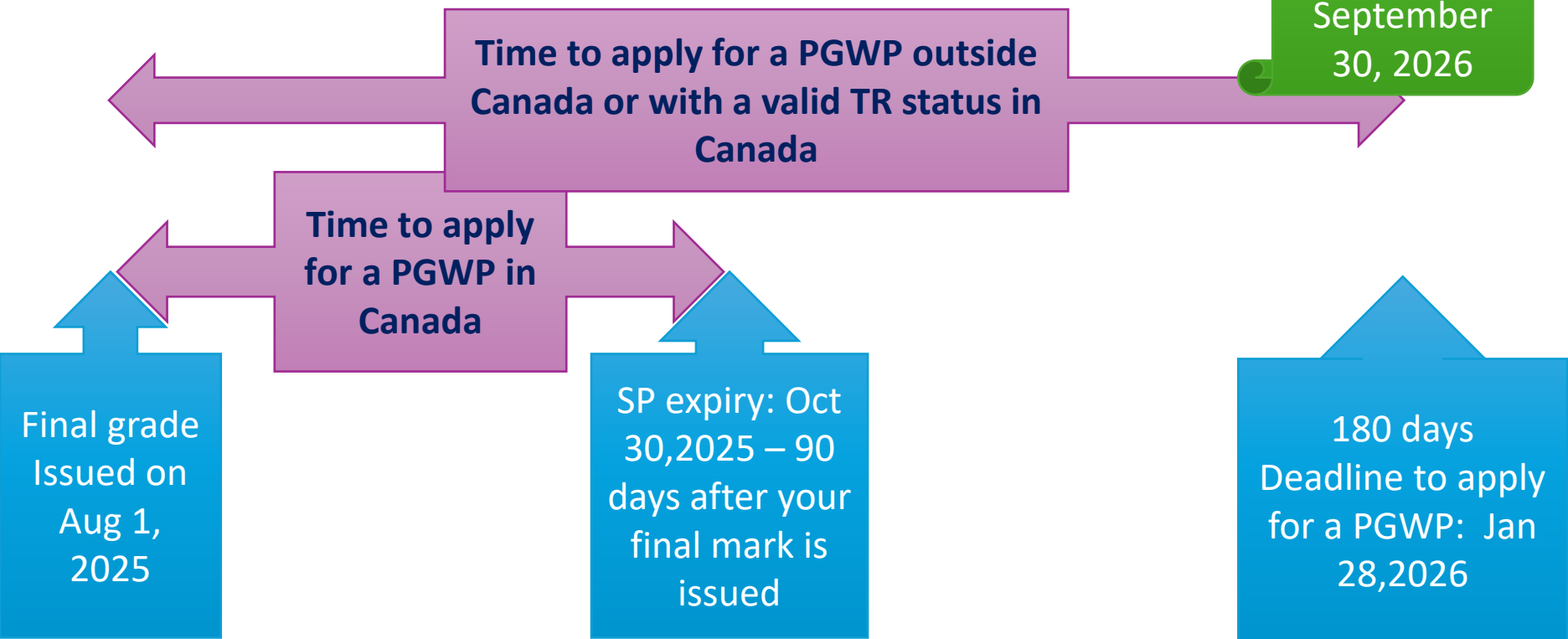
- **You must apply within 180 days** after you receive your final grade

- **In Canada: Apply within 90 days** after you receive your final grade AND **while your study is valid**

Refer to the IRCC website for full information.

Timeline To Apply

Expiry date printed on SP: September 30, 2026

Time to apply for a PGWP outside Canada or with a valid TR status in Canada

Time to apply for a PGWP in Canada

Final grade Issued on Aug 1, 2025

SP expiry: Oct 30,2025 – 90 days after your final mark is issued

180 days Deadline to apply for a PGWP: Jan 28,2026

Documentation Requirements

- ❑ Application form IMM5710 (inside Canada) or IMM 1295 (outside Canada)

- ❑ Degree completion letter

- ❑ Official transcript or administrative transcript from UVic Online tools with final grades

- ❑ Valid passport

- ❑ Digital photo

- ❑ Credit or debit card to pay your fees online

- ❑ Proof of meeting minimum levels of language ability (CLB 7)

- ❑ Medical exam (if applicable)

- ❑ Biometrics (if applicable)

PGWP Application Tips

- [Apply for graduation](#) in your final term.

- Your degree completion letter will be issued when your final grades are available in your [UVic Online tools](#).

- Only submit your PGWP application when you receive UVic documents (a degree completion letter AND final transcript) and other required documents.

- Make sure you book an [approved language test](#) (IELTS general) well in advance

- Online applications are saved in your IRCC secure account for up to 60 days only.

PGWP Application Tips

- Keep paper or electronic copies of your application form and supporting documents.

- Take screenshots at different stages and monitor your application status online.

- Apply as soon as you collect all the required documents.

- Use the IRCC Web Form to update IRCC or follow up on application status.

- Consult us before you submit the application if you have questions.

After You Apply

- <u>Current processing time</u>

- <u>Working while your PGWP application is under process</u>
  You can work full time after you submit your application and until a decision is made if you

  - ❑ had a <u>valid study permit</u> at the time **you submitted your application**

  - ❑ completed your study program

  - ❑ were eligible to <u>work off campus without a work permit</u> while studying and you didn't work more hours than you were allowed to

  *If you don't meet all the conditions above to work, you must stop working after you receive your final mark and wait until you receive your PGWP to start working.

Your IRCC Account

Sign into your [IRCC secure account](#)

Your IRCC Account

View the applications you submitted

Review, check the status or read messages about your submitted application.

Search: [   ]   Showing 0 to 0 of 0 entries | Show [5 ▼] entries

Application type ⇅	Application number ⇅	Applicant name ⇅	Date submitted ↓	Current status ⇅	Messages ⇅	Action
			No data available in table			

Did you apply on paper or don't see your online application in your account? Add (link) your application to your account to access it and check your status online.

Continue an application you haven't submitted

Continue working on an application or profile you haven't submitted or delete it from your account.

Search: [   ]   Showing 1 to 1 of 1 entries | Show [5 ▼] entries

Application type ⇅	Date Created ↓	Days left to submit ⇅	Date last saved ⇅	Action
Online Application	September 18, 2024	10	November 7, 2024	Continue application
				Delete application

[1]

Start an application

Start from here

Apply to come to Canada

Includes applications for visitor visas, work and study permits, Express Entry and International Experience Canada. You will need your personal reference code if you have one.

Refugees: Apply for temporary health care benefits

Use this application if you are a protected person or refugee claimant who wants to apply for the Interim Federal Health Program.

Citizenship: Apply for a search or proof of citizenship

Use this application to apply for proof of citizenship (citizenship certificate) or to search citizenship records.

Your IRCC Account

Personal checklist

Personal Reference Code

If you have already completed the Come to Canada or the Express Entry wizard, you would have received a document checklist and/or a personal reference code, based on the answers you provided.

* **Please enter your personal reference code to begin your application. (required)**

[   ] ❓

[Continue] [Cancel]

I do not have a Personal Reference Code

If you do not have a personal reference code, you may answer a series of questions to find out if you are eligible to apply for a visa and/or permit, apply for Express Entry, and begin an online application.

If you begin your application **after you have logged into your account**, you will not receive a personal reference code, as the system will save your document checklist right into your account.

Determine your eligibility and apply online:

[Visitor visa, study and/or work permit]   ⬅ Proceed from here

[Express Entry (EE)]

[International Experience Canada (IEC)]

CASE SCENARIOS

Case 1

Maryam completed her final co-op term on August 19, 2024. She received her co-op completion mark on August 30, 2024, and her degree completion letter was issued to her on September 6, 2024. This is the last requirement for her to meet her degree graduation requirements. Her study permit has the expiry date of December 31, 2024.

When does Maryam's study permit expire?
a) September 6, 2024
b) November 28, 2024
c) December 31, 2024

Case 1

Maryam completed her **final co-op term on August 19, 2024**. She received her **co-op completion mark on August 30, 2024,** and her degree **completion letter was issued to her on September 6, 2024**. This is the last requirement for her to meet her degree graduation requirements. Her **study permit has the expiry date of December 31, 2024.**

When should Maryam apply for her PGWP in Canada if she wants to start working as soon as possible?
a) As soon as possible and before November 28, 2024
b) Between November 29 and December 31, 2024

Case 2

Jeffrey has a valid **study permit expiring on February 10, 2025**. Jeffrey has been a full-time student throughout his study program, and he is **expecting to complete his program in April 2025**. Jeffrey would like to continue working after he completes his program because he heard the processing time is quite lengthy.

Does Jeffrey need to extend his study permit?
a) Yes
b) No

Case 2

Jeffrey has a valid study permit that will expire on February 10, 2025. Jeffrey has been a full-time student throughout his study program, and he is expecting to complete his program in April 2025. Jeffrey would like to continue working after he completes his program because he heard the processing time is quite lengthy.

Will Jeffrey need to stop working?
a)   Yes. After receiving their final grade and before submitting their PGWP application.
b)   Yes. After their current study permit expires and while on maintained status.
c)   No. He can continue working without stopping.

FAQS

- Can I travel outside Canada while I have a PGWP application being processed in Canada?

- How can I prove to a potential employer that I am eligible to work while I await processing of my application? (IRCC)

- Can I apply to extend my family members' status while I apply for a PGWP?
  - Open Spousal Work Permit eligibility
  - Open work permit eligibility for family members of foreign workers

FAQS Continued…

- How long does it take to receive a degree completion letter?

- How can I update my mailing address after submitting my PGWP application?
  - Visit the IRCC website to see how to update your mailing address

- If I don't meet the PGWP eligibility requirements, what can I do?

RESOURCES

IRCC PGWP Resources

- **IRCC**
  - www.canada.ca/immigration
  - Call Centre: +1 888 242 2100
  - IRCC Web Form

- Determine your eligibility

- In Canada – Instructions to complete application form (IMM 5710)

- Outside Canada – Instructions to complete application form
  - (IMM 1295)

Support & Resources

International Centre for Students (ICS)

Hours: Monday-Friday, 9:00am-4:30pm (PT)
Phone: +1 250 721 6361 Email: icsinfo@uvic.ca

Website: www.uvic.ca/ics

Immigration Drop-in hours (virtual or in-person):
Weekdays, 1:30pm-3:30pm (PT)

Graduation and Beyond

Pathways to Permanent Residence Information Session

Date: November 26, 2025

Time: 4:30pm to 6:30pm (PT)

Location: Online via Zoom

University of Victoria

For more information and to register

Questions?

Email icsinfo@uvic.ca

Q & A