

Post-graduation work permit Q&A session

Information in this presentation is current as of July 29, 2026

Presenters: Mayah Stratton & Olivia Zhao



Before we start...

To protect your personal information and privacy, we ask that you keep yourself muted and your video off throughout the session. Do not share your personal information in the public chat function.

Please add your questions in the chat and we will address your questions after we stop the recording at the end of the session.



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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

- 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- Please do not cite any of this information in an application. Please refer to the Immigration, Refugees and Citizenship Canada's (IRCC) website for the most up-to-date information at the time you apply.
- Student in the Gustavson School of Business or in the Division of Continuing Studies, contact your International Student Adviser at GSBWelcome@uvic.ca or uvcsimmigration@uvic.ca.

Agenda

- Career Support
- Inter-cultural Association of Greater Victoria (ICA)
- Settlement Services at ICS
- What is a Post-Graduation Work Permit (PGWP)?
- PGWP eligibility
- How to apply for a PGWP?
- FAQs
- IRCC Resources

UVic Career Services



KERRY VAUGHAN

ALUMNI CAREER EDUCATOR

CAREER SUPPORT FOR ALL UVIC ALUMNI BEYOND GRADUATION:

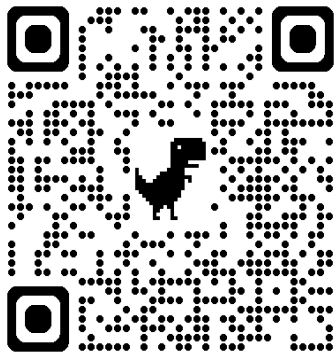
ALUMNI-SPECIFIC CAREER PROGRAMING

ONE-ON-ONE CAREER COACHING

INTERVIEW PREPARATION & PRACTICE

GRAD SCHOOL APPLICATION SUPPORT

RÉSUMÉ, CV, AND COVER LETTER SUPPORT



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.



Contact information:

Reception: 250-388-4728

nsp-safhavn@icavictoria.org

EMPLOYMENT SERVICES AT ICA

British Columbia Newcomer Settlement Program (BCNSP)

- One-on-one tailored job search support and employment counselling services
- Self-paced Online Course: Improving communication skills in the Canadian workplace
- Employment Workshops: Resume & Cover Letter, Networking, Interview Skills, Canadian Workplace Culture, Skills for Success
- MentorConnect Program: Mentorship program that connects skilled immigrants with experienced professionals in their fields

Job Search for Newcomers Workshops (In-Person)



Employment Workshop & Individual Counseling
sessions

Contact information:

Reception: 250-388-4728
nsp-safhavn@icavictoria.org



WWW.ICAVICTORIA.ORG

THANK YOU!

Settlement Services at ICS



Connect with Settlement Advisers

Have questions about:

- Health Insurance
- Social Insurance Number
- Community resources
- Family support

Visit our [ICS Graduation & Beyond](#) page

Drop-in advising: M-F, 1:30 – 3:30pm

In-person or virtual appts

ICS office Jamie Cassels Centre - room B202d

icsinfo@uvic.ca | 250-721-6361



Important updates after graduation

Update BC MSP

- new immigration status
- new address in BC
- temporary/permanently leaving BC
- adding spouse or children
- On maintained status → [contact HIBC](#) to learn how to request a temporary coverage

Update your Social Insurance Number (SIN)

- Same number, only needs to be updated
- [Online](#) or in person at Service Canada



WHAT IS A POST-GRADUATION WORK PERMIT (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

CANADA

DD

Application/Demande:
UCI/UC:

WORK PERMIT/PERMIS DE TRAVAIL

CLIENT INFORMATION/INFORMATION DU CLIENT

Family Name/Nom de Famille:
Given Name(s)/Prénom(s):
Date of Birth/Date de naissance:
Sex/Sexe:
Country of Birth/Pays de naissance:
Country of Citizenship/Citoyen de:
Travel Doc No./N° du document de voyage: PASSPORT

ADDITIONAL INFORMATION/INFORMATION SUPPLÉMENTAIRE

Date Issued/Délivré le:
Expiry Date/Date d'expiration:
Case Type/Genre de cas:
ESDC/EDSC #:
Employer/Employeur:
Employment Location/Emplacement de l'emploi:
Occupation/Profession:
In Force From/En vigueur le:

Conditions:

1. MUST LEAVE CANADA BY 2017/12/16
2. UNLESS AUTHORIZED, PROHIBITED FROM ATTENDING ANY EDUCATIONAL INSTITUTION, OR TAKING ANY ACADEMIC, PROFESSIONAL OR VOCATIONAL TRAINING COURSE
3. NOT VALID FOR EMPLOYMENT IN BUSINESSES RELATED TO THE SEX TRADE SUCH AS STRIP CLUBS, MASSAGE PARLOURS OR ESCORT SERVICES.

Remarks/Observations:
TEMPORARY RESIDENT STATUS MAINTAINED AS PER R183(6). POST-GRADUATE WORK PERMIT.
DOCUMENT ISSUED TO PASSPORT EXPIRY DATE; MUST BE RENEWED FOR FURTHER EXTENSIONS.

CANADIAN BORDER SERVICES AGENCY
21879
LBHKA
27 DE 2016
AGENCE DES SERVICES FRONTALIERS DU CANADA

THIS DOES NOT AUTHORIZE RE-ENTRY/CBQI N'AUTORISE PAS LA RÉ-ENTRÉE

PGWP ELIGIBILITY



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)



APPLYING FOR A PGWP

How To Apply For A PGWP

- **Apply online**
- **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 permit is still valid**

Refer to the [IRCC website](#) for full information.



Timeline To Apply – Inside Canada



90 days or study permit expiry date

Studying in final term

- Off campus work 24 hours/week (if meeting eligibility requirements)

Receive final grade(s)

- Stop Working

Request degree completion letter + transcripts

- No Working

PGWP Application Submitted

- Begin working full time (if meeting eligibility requirements)

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
- ☐ Proof of meeting minimum levels of language ability (CLB 7)
- ☐ Medical exam (if applicable)
- ☐ Biometrics (if applicable)
- ☐ Credit or debit card to pay your fees online

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.
- You can 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 electronic or printed copies of your application form and supporting documents.
- Take screenshots at different stages and monitor your application status online.
- 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

- Current processing time
- Working while your PGWP application is under process

You can work full time after you submit your application and until a decision is made if you

- ☐ had a valid study permit at the time **you submitted your application**
- ☐ completed your study program
- ☐ were eligible to work off campus without a work permit 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 grade and wait until you receive your PGWP to start working.

MAKING A PGWP ONLINE APPLICATION



Your IRCC Account

Sign into your
IRCC secure
account

Sign in

IRCC secure account

We have different accounts for some applications.

You may need a different account to apply, depending on the application you submit.

Check if this is the right account for you

► **Apply** for these applications

► **Check the status** of these applications

► **Upload requested documents** for these applications



► Study permit applicants

► Delays with the status of your medical exam results

► Student Direct Stream applicants

► Francophone Minority Communities Student Pilot applicants

Sign in



GKey username and password



Canadian Interac® Sign-In Partner

► Not sure how to sign in?

or

Create an account



Register for an 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 from here

Start an application

[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

Express Entry (EE)

International Experience Canada (IEC)



PGWP Online Tutorial



PGWP Online Tutorial

- Review our [online tutorial](#) that provides a step-by-step guide to prepare your application after completing your UVic program
- [Contact an ICS immigration practitioner](#) before submitting your PGWP application if:
 - you are unsure of your eligibility after reviewing the online tutorial, or
 - you do not meet all the PGWP eligibility requirements, for example:
 - you took a leave from your studies for more than 150 days
 - you studied part time at any point other than in your final term

PGWP Online Tutorial

Post-graduation work permit: How to apply

Post-graduation work permit: How to apply

Application process overview

Check your eligibility

When and where to apply

Create your application checklist

Complete the application form

Upload documents

Submit your application

After you apply

Information session recording

Legal notice

Follow this step-by-step guide to prepare your application for a post-graduation work permit (PGWP) after completing your UVic program.

Application process overview

Before you apply

Here are a few steps to take before you start your application:

1. Check to ensure you meet the [eligibility requirements](#) for a PGWP
2. Decide [when and where](#) you will submit your application
3. Complete an [IRCC-approved language test](#) [\[2\]](#), if you have not already done so in the two years before applying
 - **You must include valid language test results with your application**, even if English is your first language. If you do not include language test results, your PGWP application will be refused.
4. Review this guide, and IRCC's instruction guides for work permit applicants:
 - IRCC guide for in-Canada applications: [Guide 5580 - Applying for a Work Permit - Student Guide - online application](#) [\[2\]](#)
 - IRCC guide for outside-Canada applications: [Guide 5487 - Applying for a Work Permit outside Canada](#) [\[2\]](#)
5. [Consult with an ICS immigration practitioner](#) if you have any questions before you apply

FAQS

- When should I apply for the PGWP?
- 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)

Post-graduation work permit tutorial

Graduation and Beyond

Questions?

