



Lambton College

T +1-519-542-7751
E international@lambtoncollege.ca
1457 London Line
Sarnia ON, N7S 6K4
lambtoncollege.ca/international

Lambton College in Toronto at Cestar College

T +1-416-485-2098
E lambton@cestarcollege.com
400-265 Yorkland Blvd
Toronto ON, M2J 1S5
lambtoncollege.ca/Toronto

Lambton College in Mississauga at Queen's College

T +1-905-890-7833
E lambton@queenscollege.ca
121 Brunel Road
Mississauga ON, L4Z 3E9
lambtoncollege.ca/Mis

Working in Canada – Frequently Asked Questions

In this document, you will find information about the following:

- Working in Canada before Graduation - [On-Campus Work](#)
- Working in Canada before Graduation - [Off-Campus Work](#)
- [Co-op Work Permit FAQs](#)
- [Working in Canada after Graduation](#)

On-Campus Work

As an international student at the college, can I work on campus without a work permit?

Yes, you can work on campus provided you fulfill the following conditions:

1. You have a valid study permit.
2. You have one of these conditions printed on your study permit:
 - a. May accept employment on the campus of the institution at which registered in full-time studies.
 - b. May work 20 hrs. per week on/off campus, or full time during regular breaks, if meeting criteria outlined in section 186(v) of IRPR.
 - c. May accept employment on or off campus if meeting eligibility criteria as per R186(f), (v) or (w). Must cease working if no longer meeting these criteria.
3. You are a full-time student.
4. You have started your program of study.
5. You have a Social Insurance Number (SIN).

What is a Social Insurance Number (SIN)?

A SIN is a 9-digit number that the Government of Canada assigns specifically to you, so you can work in Canada or receive benefits or services.

Where can I apply for a SIN?

To avoid long in-person wait times due to COVID-19, it is strongly recommended you complete the online Social Insurance Number Application (SIN) through the Government of Canada's website.



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You can also apply for a SIN in person at a Service Canada Centre by presenting your original study permit, passport and a copy of enrolment letter from Lambton College.

Provided I fulfill the conditions, are there any restrictions in the number of hours I can work on campus?

No, according to IRCC, there are no restrictions on the number of hours you can work on campus.

Can I work on campus as a part-time student?

No, you must be a full-time student to be eligible to work on campus.

Can I work in Canada while I wait for my program to begin?

No, you cannot work until you begin your program of study in Canada.

Can I work on campus if I am currently on an authorized leave?

No, you cannot work if you are not studying. You can return to work once your studies resume provided you meet all the requirements to work on campus.

Off Campus Work

As an international student at the college, can I work off campus without a work permit?

Yes, you can work off campus provided you fulfill the following conditions:

1. You have a valid study permit.
2. You have one of these conditions printed on your study permit:
 - a. May work 20 hrs. per week on/off campus, or full time during regular breaks, if meeting criteria outlined in section 186(v) of IRPR.
 - b. May accept employment on or off campus if meeting eligibility criteria as per R186(f), (v) or (w). Must cease working if no longer meeting these criteria.
3. You are a full-time student.
4. You are enrolled in an academic, vocational or professional program that is 6 months or longer and leads to a degree, diploma or certificate.
5. You have started your program of study.
6. You have a Social Insurance Number (SIN).

Are there any restrictions on the number of hours I can work off campus?



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Yes, you can work:

- During regular academic sessions, up to 20 hours per week.
- Full-time during scheduled breaks (You must hold full-time status during the academic session before and after your scheduled break).

How many hours does IRCC consider full-time work?

There is no set number of hours per week that counts as full-time work. However, your employer must adhere to provincial laws regarding overtime, time between shifts, etc.

What if I work more than 20 hours per week during my regular classes?

Working more than 20 hours per week is a violation of your study permit conditions and can negatively affect future IRCC applications. You may lose your student status and eventually you may have to leave Canada.

Can the 20 hours per week I am eligible to work off campus be averaged (e.g. 30 hours one week, 10 hours the next week) during a regular academic session? Am I still fulfilling the conditions of my study permit?

No, during regular academic sessions you can only work up to 20 hours per week off campus and cannot exceed this number, even if you worked less hours the previous week.

I am currently on a scheduled break. Can I take some courses and still work full-time?

Yes, students who are enrolled full-time during the academic session before and after a regularly scheduled break and who enrol in a full-time or part-time course load during that regularly scheduled break, are eligible to work off campus on a full-time basis.

Does working off campus restrict the number of hours I can work on campus?

No, there are no restrictions on the number of hours students can work on campus. Students can work both on and off campus.

Can I work off campus if I am a part-time student?

No, when you become a part-time student, you are no longer authorized to work off campus. The only time you can work as a part-time student is when you are in your last semester (please refer to the next question).

Can I work off campus if I am a part-time student in my final academic semester?

Yes, you can work up to 20 hours/week in your final semester but only if you meet all the requirements for off-campus work and you are studying part-time because:

- You are in the last semester of your study program.
- You were a full-time student in your program up until your last semester.
- You do not need a full course load to complete your program.



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If I am on an authorized leave from my studies or I am switching schools/programs, can I work off campus?

No, you cannot work off campus and can only do so once you return to studies. Students who create their own break in a program are not eligible to work off campus during that break.

I am a part-time student, and my next semester is a scheduled break for the program. Can I work off campus during the scheduled break?

No, you cannot work during a scheduled break after being a part-time student. You must enrol as required and re-establish your eligibility to work.

Do I need a co-op work permit?

Yes, if you are in an academic, professional, or vocational training program that requires any kind of work experience (paid or unpaid), you need a valid co-op work permit as well as a valid study permit. You cannot start your work placement if you do not hold a valid co-op work permit.

Are there specific conditions required to apply for a co-op work permit?

Yes, to be eligible for a co-op work permit, you must fulfill the following conditions:

1. You must have a valid study permit.
2. You must have a letter from the college that confirms that:
 - a. The work experience is essential to completing your program.
 - b. All students in your program need to complete work placements to get their degree/credential.
 - c. Your work experience is 50% or less of the total program of study.

My co-op (or placement) takes place in the last semester of the program and my study permit is about to expire. Do I need to renew my study permit?

Yes, you need both a valid CO-OP WORK PERMIT as well as a valid study permit.

When can I apply for my co-op work permit?

You can apply at the same time as you apply for your study permit or any time after you start studying the program.

During my co-op or work placement, can I still work on and/or off campus?

Yes, the co-op or work placements are considered a part of your program. You can still work on and/or off campus (up to 20 hours a week) provided you meet all the conditions.



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My co-op work permit has a specific employment location. Can I work at different locations?

It depends on where the specific location shows on your work permit:

- If it is in the "Employment Location" line under "Additional Information": You can work in any location; no need to request a change in your work permit.
- If it is under "Conditions" or "Remarks/Observations": You can only work in that location.

You must request a change to the conditions of your work permit if you plan to work in a different location.

My co-op work permit has a specific occupation. Can I work in a different field?

It depends on where the specific profession/occupation shows on your work permit:

- If it is in the "Occupation" line under "Additional Information": You can work in any field (as long as the work is required to complete your study program); no need to request a change in your work permit.
- If it is under "Conditions" or "Remarks/Observations": You can only work in that field. You must request a change to the conditions of your work permit if you plan to work in a different occupation.

Can I continue with my placement/co-op term if my co-op work permit expires?

It depends:

- If your co-op work permit has expired, and you applied for an extension before the expiry date, you are under Implied Status and your co-op work permit remains valid if you stay in Canada.
- If your co-op work permit has expired and you have not applied for an extension before the expiry date, your co-op work permit is no longer valid, and you must apply for a new one. You may not continue with your co-op/work placement until this is received.

Can I use my co-op work permit for work that is not part of my program?

No, the co-op work permit is only for work forming an essential/integral part of the program.

Working in Canada After Graduation

After I graduate, can I apply for a work permit?

Yes, when you complete your program(s), you can apply for a Post-Graduation Work Permit (PGWP). Work permits issued under the PGWP program allow international students who graduate from Lambton to gain valuable Canadian work experience.

What kind of work permit is a Post-Graduation Work Permit (PGWP)?

The PGWP is an open work permit (OWP). This means that you can work in any occupation, anywhere in Canada and change employers any time you wish. An OWP also exempts employers from the requirement of obtaining a labour market impact assessment (LMIA) generally required to obtain a work permit.



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What are the requirements to apply for a PGWP?

To apply for a PGWP, you must:

- Have never received a PGWP before. You can only receive one PGWP in your lifetime.
- Submit the application within 180 days after you get confirmation from Lambton College that you completed your program.
- Have held a valid study permit within these 180 days.
- Have graduated in an eligible program at least 8 months long.
- Have maintained full-time status as a student during each semester of your study program (except your final semester, which can be part-time).
- Have received a completion letter and transcripts from Lambton that confirm that you completed all the requirements to graduate.
- Have legal status if applying from within Canada.

How early can I apply for a PGWP?

You can apply when you receive written confirmation from the college that you have met the requirements for completion of the program.

Is there a deadline to apply for a PGWP?

Yes, you must apply within 180 days of receiving written confirmation from the College confirming that you have met the requirements for requirements for completion of the program.

When does the calculation of the 180 days begin?

It begins the day your final marks are issued or the day you receive formal written notification of program completion, whichever comes first.

Can I apply for my PGWP from within Canada?

You can apply for a PGWP from within Canada or from outside Canada as long as you meet the eligibility in each case.

What is required if I want to apply for my PGWP from within Canada?

If you apply for your PGWP from within Canada, you must have legal status (hold a valid study permit or visitor record) at the time you apply. If you want to switch to visitor status, you must apply before your study permit expires.

Can I apply for a PGWP from within Canada if my study permit has expired and I didn't apply to change my status from student to visitor before it expired?

You may be able to apply for a PGWP if you restore your status as a student within 90 days of your study permit's expiration.



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Can I work while I wait for my academic results, if my classes are complete?

Yes, you can work up to 20 hours a week until you receive your letter of completion or until your final grades are posted.

When I receive my completion letter/final grades, can I continue working?

No, as soon as you receive written confirmation from Lambton College that you have completed your program and are eligible to graduate, you are no longer considered a student and must stop working.

After I submit my application, can I work while IRCC processes my application?

You can work full-time until IRCC renders a decision regarding your PGWP application if you meet the following requirements:

- You had a valid study permit when you submitted your application.
- You completed your program of study.
- You were eligible to work off campus without a work permit while studying and you did not work more hours than you were permitted.

My study permit expired and I have applied for restoration of status, a new study permit and PGWP at the same time. Can I work while awaiting a decision?

No, you must hold a valid study permit when you apply to be eligible to work while your application is in process. In this case, you must wait until your PGWP arrives to begin to work.

Are there any limits to the length of the PGWP?

Yes, a PGWP may be issued for a minimum of 8 months up to a maximum of 3 years.

What happens if my passport expires before my PGWP should?

Please ensure your passport is valid for the entire length of time for which you anticipate your PGWP to be issued. If your passport expires earlier:

- IRCC will issue your PGWP up to the expiry date of your passport.
- IRCC will advise you if you need to extend your passport to obtain full validity.

Please Note: Information shared in this PDF was accurate as of December 31, 2021 but may change without notice. For the most up-to-date information, please refer to the Government of Canada website:

- [Work off campus as an international student](#)
- [Work on campus as an international student](#)
- [Work or live in Canada after you graduate](#)