



ON CAMPUS WORK

UNDERGRADUATE STUDENTS

To work on campus, an undergraduate student must have a valid Study Permit and be registered full time at McGill (min. 12 credits/term*) during the academic year (Sept-Apr.). They are permitted to work part time during the academic year, and full time during University-scheduled breaks (e.g. Summer, Winter holidays, Reading week). **They do not require a separate work permit.**

* with the exception of the final term before graduation

GRADUATE STUDENTS

To work on campus, a graduate student must have a valid Study Permit and be registered in full-time graduate studies at McGill. They are permitted to work part time during all registered terms, and may be eligible to work full time IF their program offers a scheduled break. **They do not require a separate work permit.**

USEFUL WEBSITES



McGILL'S CAREER PLANNING SERVICE (CaPS)

(for recruitment, job postings, fairs and more)

www.mcgill.ca/caps/employers

514-398-3304

CITIZENSHIP AND IMMIGRATION CANADA

www.cic.gc.ca/english/study/work.asp

1-888-242-2100

SERVICE CANADA (FOR SOCIAL INSURANCE NUMBERS)

www.servicecanada.gc.ca/eng/sin/employers/responsibilities.shtml

1 800 O-Canada

CONTACT US



www.mcgill.ca/internationalstudents/work/employers

www.mcgill.ca/internationalstudents

William and Mary Brown
Student Services Building
3600 McTavish, Suite 4400
Montreal, QC, H3A 0G3

Email: international.students@mcgill.ca

Telephone: 514-398-4349

HIRING INTERNATIONAL STUDENTS - EASIER THAN YOU THOUGHT!



WHY HIRE INTERNATIONAL STUDENTS?



OFF CAMPUS WORK



CO-OP/INTERNSHIP WORK PERMITS



POST GRAD WORK PERMIT

THEY HAVE :

- Crosscultural experience
- Global mindsets
- Communication skills in several languages
- Good understanding of global economy and political trends
- Knowledge of world events/history
- Effective socializing/doing business elsewhere and in Canada
- Worldwide experience

THEY ARE :

- Flexible and adaptable
- Resourceful and resilient
- Willing to learn and curious
- Self-motivated
- Willing to take risks to learn new things
- Internationally savvy
- Good observers and listeners
- Non-judgemental toward other world views
- Aware their own world view is not universal

Sources:

1. Trooboff, Vande Berg, Rayman (2007). Employer Attitudes toward Study Abroad – Frontiers: The Interdisciplinary Journal of Study Abroad,
2. MyWorldAbroad. (2015). The ideal international profile: Long-term strategies for young professionals.

UNDERGRADUATE STUDENTS

To work off campus, an undergraduate student must be enrolled in a **degree, diploma or certificate** program at McGill; have a valid Study Permit; and be **registered full time** at McGill (min. 12 credits/term*) during the academic year (Sept-Apr.). They are permitted to work **up to 20 hours per week** during the academic year, and full time during University-scheduled breaks (e.g. Summer, Winter holidays, Reading week). **They do not require a separate work permit.**

* with the exception of the final term before graduation

GRADUATE STUDENTS

To work off-campus, a graduate student must have a **valid Study Permit** and be registered in a **full-time graduate program at McGill**. They are permitted to work **up to 20 hours per week** during all registered terms, and may be eligible to work full time **IF** their program offers a scheduled break. **They do not require a separate work permit.**

PLEASE NOTE: ESL/FSL, Visiting and Exchange students are **NOT eligible** to work off campus.

A student who has a **mandatory** co-op/ internship requirement as part of their academic program must obtain a **co-op/internship work permit** before work begins. With a co-op/ internship work permit, the student can **work full time** to complete the co-op internship.

A student wanting to complete an **optional** internship must respect the requirements for **Off-Campus work** (see left).

SOCIAL INSURANCE NUMBERS

International Students with a valid Study Permit (and/ or Co-op/internship Work Permit or Post-Grad Work Permit) can easily obtain a Social Insurance Number at their nearest Service Canada Centre. Instructions are provided at www.mcgill.ca/internationalstudents/work/social-insurance.

A McGill student who has completed a program of at least 8 months in length may be eligible for a **Post-Graduation Work Permit (PGWP)** that can span up to 3 years.

The PGWP is an open work permit allowing the student to work anywhere in Canada, in any field, for any employer(s). The student must apply for this permit while their Study Permit is still valid, and within 90 days of completing their academic program.

WHAT IF THE STUDENT'S STUDY PERMIT (OR WORK PERMIT) HAS EXPIRED?

As long as the student applied to renew their Study (or Work) permit before it expired, they are considered to have implied status. As stated on the CIC website:

*If a temporary resident applies for renewal of their work or study permit and their permit expires before a decision is made, R186(u) and R189 (the right to continue working or studying under the same conditions pending a determination of their application for renewal) apply only **as long as the person remains in Canada.***