

Working Off Campus as an International Student

The following information is directly from the Immigration, Refugees & Citizenship Canada (IRCC) website. Please refer to <https://www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/work-off-campus.html> to access the hyperlinks for applications and further information. To contact IRCC directly, call 1-888-242-2100. **For information about letters from VCC, please see the bottom of this page.*

Who can work off campus

Study permit holders in Canada may gain work experience by working off-campus while completing their studies. You can only start working in Canada when your study program has started, and you have the appropriate remarks/conditions on your permit (see below). **You can't work before you start your studies.**

You may work off campus without a [work permit](#) if you meet **all** of these requirements:

- You're a full-time student at a [designated learning institution \(DLI\)](#)
- You're enrolled in **either of the following**
 - a post-secondary [academic](#), [vocational](#) or [professional training](#) program or
 - a secondary-level vocational training program (Quebec only)
- Your study program
 - is at least 6 months long **and**
 - leads to a degree, diploma or certificate
- You've started studying
- You have a [social insurance number \(SIN\)](#)

If you're a part-time student at a DLI

You can work off campus only if:

- you meet **all** of the requirements above, except the requirement to be a full-time student,
- **and**
- you're only studying part-time, instead of full-time, because:
 - you're in the last semester of your study program, and you don't need a full course load to complete your program **and**
 - you were a full-time student in your program in Canada, up until your last semester

How many hours you can work off campus

If you qualify to work off-campus, you can work up to 20 hours per week:

- during regular school sessions, or **while you are studying** if you are enrolled in an intensive program that doesn't have scheduled breaks
- if you are studying part-time because you are completing the last session of your program
- if you are a graduate student who has completed the required courses for your degree

You can work full-time (*there is no set number of hours per week that counts as 'full-time' work*):

- during scheduled breaks, such as the winter and summer holidays or spring break (students may only work off campus on a full-time basis for a total of 180 days during each calendar year, but not more than 150 consecutive days), and
- after you finish your studies if you have applied for any other work permit.

Use the **self-assessment tool** (<https://ircc.canada.ca/english/study/study-assess.asp>) to see if you are eligible to work off campus without a work permit.

Social Insurance Number (SIN)

A SIN is a 9-digit number that the Government of Canada gives you. You need one to work in Canada.

To [apply for a SIN to work off campus](#), you must have 1 of these conditions printed on your study permit:

- may work 20 hours per week off campus or full-time during regular breaks if meeting criteria outlined in [paragraph 186\(v\)](#) of the Immigration and Refugee Protection Regulations.
- may accept employment on or off campus if meeting eligibility criteria, per [paragraph R186\(f\), \(v\) or \(w\)](#) and must cease working if no longer meeting these criteria.

If your study permit doesn't have work conditions on it

You can ask to have these conditions added if you're [eligible to work off campus](#). There's no fee to add these conditions to your permit.

You must [request an amendment to your study permit](#) before you can apply to Service Canada for a SIN.

***Letters from VCC:**

1. For an amendment to your study permit, request a [Confirmation of Enrolment letter](#). There is a charge for this letter.
2. To apply to change conditions, request a [Study Permit extension letter](#). There is no additional charge for this letter.