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Co-op for international students



Pramuk Ponpititak (mechanical engineering), an international co-op student from Thailand, managed quality control and elevator traffic research for Island Health at Royal Jubilee Hospital on his work term.

If you're an international student, joining the co-op program will let you gain paid work experience while you complete your UVic degree in Canada! You can apply for any co-op jobs posted for your program, including our range of [international opportunities](#).

WHAT IS CO-OP? [Learn about co-op](#) for general information about how co-op works, salaries, fees and more.

Work and study permit information

+ The permits you'll need

- How to apply for a co-op work permit

When to apply

Processing times for work permit applications made to the Canadian government can vary widely over the course of a year, please check current [processing times](#) and apply for your work permit as early as possible to avoid possible delays.

How to apply

Step 1:

To complete a co-op work permit application, one of the supporting documents you will need is a Co-op (Evidence of Work Requirement in Study) Letter stating that the work experience is an essential part of your program of study.

To get a Co-op Letter:

1. Complete a [Request for a Co-op Letter](#) form from the UVic Co-op and Career Website.
2. Submit your Request for a Co-op Letter to your [Co-op Office](#).

Within 3 to 5 business days, you will receive an email message with an electronic copy of the Co-op Letter.

Step 2:

Instructions and requirements for a **Co-op Work Permit** application are available on the [Immigration, Refugees and Citizenship Canada \(IRCC\) website](#).

A **Social Insurance Number (SIN)** is a confidential number that you require before you begin any paid position. Your employer will need this number to pay you, and for income tax reporting purposes. International students are able to apply for a SIN. Please review ["What You Need Before You Apply"](#)

If you do not have a SIN from Service Canada yet, you need to have one before your work term begins. Please follow the [instructions](#).

For support and guidance with your co-op work permit application or SIN, contact [International Student Services \(issinfo@uvic.ca\)](#)

For additional information, please visit the [Working in Canada website](#).

Step 3:

Upon receiving your Co-op Work Permit, send an electronic copy to your Co-op Office.

TIP: Find useful [video tutorials](#) and [frequently asked questions](#) from Citizenship and Immigration Canada.

Need help?

For help with your co-op work permit, please contact International Student Services at [issinfo@uvic.ca](#). International business co-op students can contact [gsbimmigration@uvic.ca](#).

+ Extend your study permit or co-op work permit

Contact the international coordinator

- intlcoop@uvic.ca, [250-721-7348](tel:250-721-7348)



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26 Nov
The Success in the Humanities and Fine Arts event is TOMORROW from 2-4pm! Don't miss out on your opportunity to le...
<https://t.co/70uHo6J7j8>

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24 Nov
RT @UVicIntlCoopCar: CANEU-COOP, our hybrid co-op exchange, was awarded the @CBIE_BCEI Panorama Award in recognition of innovation and e...
<https://t.co/qpnUmMfadC>

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