

# Information about Post-Graduation Work Permits (PGWP)



## Post-Graduate Work Permit Program (PGWPP)

International students who graduate from a **designated learning institution (DLI)** and want to stay in Canada temporarily to work may be eligible to apply for the **Post-Graduation Work Permit Program (PGWPP)**. A Post-Graduation Work Permit is an open work permit that allows international graduates to gain valuable Canadian work experience.

### Am I Eligible To Apply for a PGWP?

As of November 1, 2024, PGWP requirements for Algonquin College graduates include:

- Completing a study program that leads to a diploma, certificate or degree longer than 8 months (accelerated program offerings may be accepted)
- Maintaining full-time status as a student in Canada during each semester of the program of study, except if:
  - » Taking a scheduled break (must be full-time before and after the break)
  - » Taking an approved **leave from your studies**
  - » Studying part-time during your final semester
- **NEW:** Demonstrating a minimum language proficiency in English or French of 5 using the **Canadian Language Benchmark (CLB) in English** or **Niveaux de compétence linguistique canadiens (NCLC)** in French, in all 4 language areas, using an IRCC-approved test. **Find your language test equivalency here.**
  - » IRCC-recognized test results must be less than two years old on the date students apply for the PGWP. IELTS (Academic) cannot be used for proof of language proficiency.
  - » Algonquin College provides IELTS (General) testing for English speakers, in addition to TEF testing for French speakers. For information about testing at Algonquin, please contact: [ielts@algonquincollege.com](mailto:ielts@algonquincollege.com)
- **NEW:** Completion of an **eligible field of study** (please see FAQ below)
  - » Applying for your PGWP within 180 days after you graduate **from inside or outside Canada**.
  - » Remain **compliant with all study permit conditions**.
  - » Please see the **IRCC website** for detailed eligibility information.

## International Education Centre (IEC)

The IEC is located in room C021.

On-campus services are by appointment only.

Current international students can send immigration related questions using our Ask the International Education Centre case system. Students may also book a face-to-face or virtual meeting. [Click here](#) to get in touch or book an appointment with us.

You may also wish to visit our events calendar to register for upcoming immigration workshops and more. Visit the [International college calendar here](#) for more information.

IEC office work hours are from Monday to Friday from 8:30 am to 4:30 pm excluding holidays – unless otherwise specified.

### Most Up-to-Date Information

**Disclaimer:** This immigration information was updated in February 2025 and is accurate as of the date of publication.

Information on this page has been reviewed by Regulated Canadian Immigration Consultants (RCIC) and Regulated International Student Immigration Advisors (RISIA) in compliance with the Canadian Immigration and Refugee Protection Act. Please be aware that this is not a legal document and information may sometimes change without notice.

For the most up-to-date information about Immigration, Refugee and Citizenship Canada (IRCC) please refer to the IRCC website at: [canada.ca/immigration](https://canada.ca/immigration) or call **1-888-242-2100**. It is the international student's responsibility to know the rules and regulations that apply to their status in Canada.

## Important!

- You can only apply for a PGWP **once in your lifetime**. To be eligible, you have up to 180 days after you graduate to apply.
- Check when your passport expires, as you will not be issued a PGWP beyond your passport expiration date. You cannot extend a PGWP unless your passport expires.
- It is your responsibility to ensure that you have a valid status in Canada when you apply for the PGWP. Otherwise, you can apply after you leave Canada – within 180 days of receiving your graduated status.
- You may need a **medical exam** if you will work with children or in a health services setting.
- Include your proof of language assessment within the *Client Information* section of your application. Review **IRCC's instructions** on uploading your language results.
- Your spouse may be eligible to **apply for an open work permit** once you have your PGWP.
- Do not wait for your convocation ceremony to apply. Once you have received your **graduated status** in ACSIS, download your letter of completion and final transcript to apply for your PGWP.
- Visit our **Graduating International Students** webpage for information on extending health insurance, convocation, and more.

## NEW! As of November 1, 2024

If you are applying for a new study permit on or after November 1, 2024, you are required to complete a program meeting the **Field of Study Requirement** in order to be eligible for a PGWP.

Visit **Algonquin College's PGWP eligible program page** for more details.

## When Can I Apply?

You can apply for PGWP after receiving your graduated status (found on your **ACESIS account** under View Application Status). You have 180 days to apply for your PGWP after receiving graduated status.

The graduated status will be updated on your ACSIS account. It is your responsibility to check in ACSIS for this update. We recommend checking on a daily basis, as you must stop working for the period between receiving graduated status and submitting your PGWP application.

Check the **graduated status timelines** through the the Registrar's Office. To ensure that you apply for your PGWP with a valid status, we recommend that you **extend your study permit**, if necessary.

## What do I need from Algonquin College to support my PGWP application?

Once you have received graduated status (found on your **ACESIS account** under View Application Status), please obtain the following documents from within ACSIS to support your PGWP application.

- **Letter of completion (under Print Letter)** – accessible only after you receive confirmation of graduated status. If you have completed two programs of study, combine both letters of completion into one PDF.
- **Transcript (under View Program Progression/Transcripts)**
- **Transcript authentication letter (under Print Letter)**
- Merge your Transcript and Transcript Authentication Letter into one PDF
- If you are graduating from a Diploma program offered in a **compressed format**, you may need a customized letter to support a three-year PGWP. Review your letter of completion to ensure the full length of your program is reflected in the letter. It is your responsibility to ensure all information on your letter of completion is accurate prior to uploading it to your application. Request the letter using the **Ask The RO** Help Ticket System if a customised letter is required.
- If you took an authorized leave during studies, include confirmation from the College regarding your break:
  - **Breaks taken before January 2026:** Include confirmation from your academic department
  - **Breaks taken January 2026 onward:** Include Authorized Leave from the Registrar's Office
- If you studied part-time during a scheduled break, include confirmation from your academic department within your application.

## Can I work after I complete my studies?

You can work up to 24 hours per week (**if you are eligible**) after you complete your final program requirements and until you receive confirmation of graduated status in your ACSIS account. Once you receive graduated status, you must stop working until your PGWP application has been submitted. Please check eligibility to work after your PGWP application submission in the section below.

## Can I work after I submit the PGWP application?

You can work full-time while waiting for a decision on your post-graduation work permit application if you **meet these conditions**:

- Had a valid study permit at the time you submitted your PGWP 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
- You can prove to your **employer** that you can work full-time after submitting your PGWP application using documents suggested by IRCC.

## When should I apply for the PGWP?

Within 180 days of receiving written confirmation of graduated status.

**Apply within Canada** - You may apply from within Canada if you have a valid status (student or visitor). If you want to remain in Canada and your study permit expires, you must apply for a visitor status BEFORE the study permit expires. The study permit will expire on the date marked on the permit or 90 days after your graduated status is confirmed, whichever comes first.

If the PGWP application is submitted while you have a study permit extension application in process (maintaining status) and the current study permit is expired, **you cannot work until the PGWP is approved**.

**Applying outside of Canada** – You may apply from **outside Canada** if you held a valid study permit for the duration of studies.

## I studied part-time during a scheduled break. Does this impact my PGWP eligibility?

Students are eligible to complete full-time or part-time studies during a scheduled break, as long as they study full time before and after the break. If you studied part-time during a scheduled break, include a letter of explanation with your PGWP application to clarify this.

## I studied online during my program. Does this impact my PGWP eligibility?

To be **eligible for a PGWP**, more than 50% of your program of study must be completed in-person. Any time spent studying outside of Canada after September 1, 2024 will be deducted off the length of your PGWP.

## Work Hours

Monday-Friday, 8:30 a.m.-4:30 p.m.

**Algonquin College of Applied Arts and Technology**  
1385 Woodroffe Avenue  
Ottawa, ON K2G 1V8  
Canada

## Ways to Connect

[algonquincollege.com/international/how-to-contact-us/](http://algonquincollege.com/international/how-to-contact-us/)