



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.

- 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 \(https://ircc.canada.ca/english/study/study-assess.asp\)](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.