



# HOW MANY HOURS CAN I WORK OFF-CAMPUS?

## I CAN WORK IF I MEET THE FOLLOWING REQUIREMENTS:

CERTAIN STUDENTS (CAN) WORK OFF CAMPUS WITHOUT WORK PERMIT FOR UP TO 20 HOURS A WEEK DURING A REGULAR ACADEMIC TERM AND FULL TIME DURING REGULARLY SCHEDULED BREAKS, PROVIDED THAT:

1. They hold a valid study permit;
2. They are Full-time students enrolled at a DLI (Designated Learning Institution);
3. The program in which they are enrolled is a post-secondary academic, vocational or professional training program, or a vocational training program at the secondary level offered in Quebec;
4. The program of study is at least six month or more in duration and one that leads to a degree, diploma or certificate; and
5. They continue to fulfill the terms and conditions of their study permit, as well as the conditions to engage in off campus work (e.g., work no more than 20 hours a week during a regular academic term).

Source:

[www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/study-permits/campus-work.html](http://www.canada.ca/en/immigration-refugees-citizenship/corporate/publications-manuals/operational-bulletins-manuals/temporary-residents/study-permits/campus-work.html)

Every attempt has been made to keep this information as accurate and current as possible, however, immigration regulations may change at any time without notice. Please refer to the Citizenship and Immigration Canada (CIC) website: [www.cic.gc.ca](http://www.cic.gc.ca)

*Additionally, interpretation and acceptance of all immigration decisions is at the discretion of the authority processing your application.*

## FREQUENTLY ASKED QUESTIONS (FAQ's)

1. What is a regular term?  
All Fall & Winter terms are considered regular terms at Concordia.
2. What is an academic year?
  - Undergraduates: [www.concordia.ca/academics/undergraduate/calendar/current/sec16/16.html](http://www.concordia.ca/academics/undergraduate/calendar/current/sec16/16.html)
  - Graduates: [www.concordia.ca/academics/graduate/calendar/current/academic-regulations.html](http://www.concordia.ca/academics/graduate/calendar/current/academic-regulations.html)
3. Can I work full-time in the Summer term?  
Students who held a full-time status during the academic term before (Winter) and after (Fall) are permitted to work full-time during the Summer.
4. Are there other times of the year that students can work full-time?  
**Yes.** Students can also work full-time during **reading week**, provided that they are registered full-time. During the winter holiday students can also work full-time during their winter break (between Fall and Winter terms). The winter break begins the day after the last day of the official examination period and ends the day before the first day of winter classes.  
**NOTE:** Students may only work off-campus on a full-time basis for no longer than 180 days during each calendar year.
5. Can I use my study permit to do my internship that is part of my program (Co-op)?  
**No.** You will need to apply for a co-op work permit in order to complete an internship that is an integral part of your program (co-op).
6. Can I start working before the start of my program?  
**No.** You can only start working once your term has begun.

STUDENT TYPE	TERM	REGISTRATION STATUS	WORK OFF-CAMPUS
<input type="checkbox"/> INDEPENDENT , EXCHANGE, VISITING	ANY	<input type="checkbox"/> Registered Full-time or Part-time	Student cannot work (see point 4)
<input type="checkbox"/> UNDERGRADUATE <input type="checkbox"/> GRADUATE DIPLOMA/ CERTIFICATE <input type="checkbox"/> GRADUATE MASTERS (COURSE- BASED, ADMITTED AS OF SUMMER 2022)	Fall and/or Winter	<input type="checkbox"/> Not Registered	Student cannot work (see point 2)
		<input type="checkbox"/> Registered Full-time	Student can work part-time, up to 20 hours per week
		<input type="checkbox"/> Registered Part-time	Student cannot work (see point 2)
	Summer	<input type="checkbox"/> Not Registered (FAQ's, see section 3)	Student can work full-time (see FAQ's)
		<input type="checkbox"/> Registered Full-time	Student can work full-time (see FAQ's)
		<input type="checkbox"/> Registered Part-time in one of the two summer sessions: <a href="http://www.concordia.ca/students/registration/term-dates-deadlines.html">www.concordia.ca/students/registration/term-dates-deadlines.html</a>	Student can work full-time (see FAQ's)
<input type="checkbox"/> GRADUATE MASTERS COURSE- BASED admitted prior to Summer 2022  MASTERS THESIS- BASED Ph.D.	Fall and/or Winter	<input type="checkbox"/> Leave of Absence (LOA)	Student cannot work (see point 2)
		<input type="checkbox"/> Registered Full-time (CIP or Courses)	Student can work part-time, up to 20 hours per week
	Summer	<input type="checkbox"/> Registered Full-time (CIP or Courses)	Student can work full-time (see FAQ's)
<input type="checkbox"/> FIRST TERM OF YOUR DEGREE (UNDERGRADUATE & GRADUATE)	ANY	<input type="checkbox"/> Must be registered Full-time	Student can only start working once courses have begun (see FAQ's); up to 20 hours per week
<input type="checkbox"/> LAST TERM OF YOUR DEGREE (UNDERGRADUATE & GRADUATE)	ANY	<input type="checkbox"/> Registered Full-time or Part-time	<p>Student can work part-time, up to 20 hours per week</p> <p>NOTE: students can only be part-time in their last term of their program (not the last year). Students who are registered part-time during their final year cannot work (see Understanding Dates).</p>
<input type="checkbox"/> CO-OP	ANY	<input type="checkbox"/> Co-op students are considered to be registered Full-time during a Co-op work term	Students cannot start their Co-op work term without a Co-op Work Permit (see FAQ's)