

Co-op Work Permit Application Process

International students who are undertaking any kind of required field education (co-op, externship, practicum, clinical, etc.), regardless of length, must have a valid co-op/intern work permit. You can submit this application at the same time as your study permit application. If you did not apply for your co-op/intern work permit along with your study permit or did not receive one with your study permit, you will have to submit a separate application through IRCC while in Canada well in advance of the start date of your placement.

Important!

Immigration, Refugees and Citizenship Canada (IRCC) has updated their guidance on issuing co-op work permits to international students. Below is the most recent eligibility requirements for a co-op work permit from the [IRCC website](#):

Some study programs include work experience as part of their curriculum. You [international students] can apply for a co-op or intern work permit if:

- *you have a valid study permit*
- *work is required to complete your study program in Canada*
- *you have a letter from your school that confirms all students in your program need to complete work placements to get their degree, and*
- *your co-op placement or internship totals 50% or less of your study program*

This means that in order for ISS to issue a status letter to support the co-op/internship work permit application, a student's program must require all students to complete work placement(s) to get their degree. Students who are admitted into a co-op stream qualify of their program qualify for a co-op work permit.

REQUIREMENTS

The International Student Support will prepare the Co-op Letter for your co-op application.

To request a status letter, you will need to log into your [RAMSS account](#). You will see 'eForms Centre' on the bottom right corner of your Student Homepage after logging in. Please click on 'eForms Centre" and proceed to select 'ISS Status Letter Request'. For a step-by-step guide on how to request a letter, please see below:

['How to' guide: Request a status letter on eForms for international students](#)

Important!

If your acceptance or enrollment in a co-op program is not yet reflected on your RAMSS, you will need to send us proof that you have been admitted to a co-op program in order for us to issue the letter.

HOW TO APPLY FOR A CO-OP WORK PERMIT

For details and information on how to apply for a co-op work permit please watch our Immigration Insights recording for co-op application process as below:

[Co-op work permit application process.](#)

This recording is available to current TMU international students and must be accessed through their TMU Zoom account.

HOW TO BOOK AN APPOINTMENT WITH YOUR INTERNATIONAL STUDENT ADVISOR

Students can request an appointment with their designated international student advisor by filling out the [ISS Appointment Booking Form For Undergraduate Students form](#), or can speak to an international student advisor by attending our drop-in advising sessions by clicking the following Zoom links OR by visiting the ISS Office (POD50A) during drop-in times:

- [Tuesday Drop In Advising](#) 9am-11am EST

- Thursday Drop in Advising 1pm-3pm EST

If you have any other questions, please email us directly at issask@ryerson.ca.