



INTERNATIONAL STUDENTS - WORK PERMITS FOR THE DOCTORAL INTERNSHIP/RESIDENCY

All students are required to complete a year-long full-time internship/residency at a CPA- or APA-accredited site (or equivalent) in Year 4 of the Psy.D. Program. International students must apply for a co-op/ internship work permit before applying for internship. The following is an overview of the co-op/internship work permit process for international students in the PsyD program:

1. Who needs a co-op/internship work permit?

Any individual who is of foreign national in Canada studying at a designated educational institute and has a valid study permit (not a permanent resident or citizen) and for whom internship/residency is a part of their program. This work permit will allow an international student to work full time as a part of completion of the degree (which has to be 50% less than that of the time spent to seek the full degree).

2. When to apply for the co-op/internship work permit?

During the Summer Term of your 2nd year in the Psy.D. program you should apply for the co-op/ internship work permit. You may wish to contact Training Directors of the internship sites you are interested in to find out if the site accepts applications from non-Canadian students.

3. How to apply for co-op work permit?

Will need to explain to the Training Director at the internship site to which you are applying that the co-op/internship work permit is not a regular work permit (one cannot hold a study permit and work permit at the same time). NOTE: The Immigration Department provides international students with a document stating that the student has a co-op/work permit and that the employer is the university and not the hiring agency. When an international student applies for the co-op/internship work permit, most of the time they are not aware of the internship site they will be matched with and, therefore, the name of the employer is the university and not the internship site (it is a legitimate document- the site can call the immigration to verify the student's status and eligibility to work as an intern). The immigration will not leave the employer section of the document blank because the work has to be relevant to the degree or permitted by the university.

The following website gives an over view of the requirements and application process for co-op/internship work permit. It is strongly advised that international students apply for the work permit well in advance of internship applications as the processing time is about three months.

To apply go to the following website:

<http://www.cic.gc.ca/english/study/work-coop.asp>

The application involves the following:

- Co-op work permit application
- A letter from the university/department
- Transcript
- Passport scanned
- Visas and permits scanned
- Photo
- Medical (done by immigration appointed physicians- not covered by insurance unfortunately)
- Upload everything on the website
- Co-op/internship work permit has no application fees