



PEY Co-op International Student Resource & Requirement Sheet

A **Co-op Work Permit** and **Social Insurance Number (SIN)** is required before beginning your PEY Co-op work term. Processing the co-op work permit takes a few months. It is crucial to have your co-op work permit finalized before your work term starts. It is recommended that students apply for their co-op work permits before attending any interviews.

CIE Co-op Work Permit Tutorials & Info Sessions

To prepare you for the work permit application process, the [Centre for International Experience \(CIE\)](#) is offering online tutorial sessions, followed by live Q&A Sessions. These tutorials will cover eligibility criteria, costs, required documents and forms, and more.

Co-op Work Permit Instructional Videos (UTORid required for login):

[Co-op Work Permit Part 1: Eligibility Criteria](#)

[Co-op Work Permit Part 2: Answering the online Questionnaire](#)

[Co-op Work Permit Part 3: Completing the application Form](#)

Live Question & Answer sessions (RSVP is required)

- [January 5, 2022 at 10am](#)
- [January 13, 2022 at 2pm](#)
- [January 21, 2022 at 10am](#)
- [January 24, 2022 at 2pm](#)
- [February 1, 2022 at 10am](#)
- [February 9, 2022 at 10am](#)
- [February 17, 2022 at 2pm](#)
- [February 25, 2022 at 10am](#)
- [February 28, 2022 at 2pm](#)
- [March 8, 2022 at 10am](#)



All Q&A sessions are in Toronto (Eastern) time.

[IRCC Government Website](#) - Use this link to apply for your co-op work permit

If you have any further questions please contact the CIE advising email: isa.cie@utoronto.ca.

You can also [book an appointment](#) to meet with one of the advisors. (look under Booking & Documentation).

Next Action:

Once you submit your Co-op Work Permit application, log in your Citizenship and Immigration Canada (CIC) account, take a screenshot of your Co-op Work Permit application status, and upload it to your [Engineering Career Centre portal account](#). Click on **Upload A Document** - click on **Internship Documents** - complete the fields and select the document (**work permit**) to upload

Upload your Co-op Work Permit

When you receive your valid Co-op Work Permit, upload it to your Engineering Career Centre portal account using the same instructions as above so that we can confirm your eligibility to work with our employers. We will be monitoring these submissions and follow up with students who do not provide proof of application/receipt of co-op work permit.