

Post Graduate Work Permit Letter Request Form

The Post-Graduation Work Program enables international students who have graduated to work in Canada. You have **up to 180 days**, after receiving confirmation that you have met the graduation requirements, to apply for a post-graduation work permit. For more information on PGWP, please visit IRCC's website at www.canada.ca/en/immigration-refugees-citizenship/services/study-canada/work/after-graduation/eligibility.html

To submit this form, please make sure you satisfy all criteria below and tick the corresponding boxes:

- Yes, I have applied to graduate. To find out how to apply to graduate, please refer to www.kpu.ca/graduation
- Yes, I have already submitted a copy of my current study permit to KPU International Office
- Yes, I do not have any holds (e.g. financial hold, library hold) on my KPU student account

Note: If you would like to invite friends/family from another country to attend the convocation ceremony, please obtain the "Inviting Family or Friends to Visit Canada" handout from the KPU International Office.

Student Information

Family Name _____ First Name _____ Student Number _____ Telephone _____

Study Permit Expiry Date (dd/mm/yyyy) _____

Program Name and End Date (mm/yyyy) _____

Student Signature (Print Name): _____

Date: _____

Where to submit? Submit this form through the KPU International iCent app or use your KPU email account to send the form to internationalstudents@kpu.ca

When to submit? Submit this form 2 weeks prior to the end of the term in which you are graduating. For example, if you are graduating in April, please submit this form in mid-April.

Post-graduate work permit letters can only be issued AFTER all steps of the [graduation process](#) are completed. This includes final approval by [Senate](#). Once Senate has approved graduation, PGWP letters will be issued within 20 business days as a PDF to your KPU email account. Detailed timeline on graduation can be found at kpu.ca/graduation

For Office Use Only

Date Received: _____ Initials: _____

Please check GOAINTL to ensure there is a copy of current study permit on file with Kwantlen.

Date Processed: _____ Processed By: _____

Notes: _____

Any questions? Come see us!

KPU International
Surrey Cedar Building 1145
Richmond 1400