

Navigating the International Office

Pre-Orientation Session #2 *

About the International Office

- Located in Software & Informatics Research Centre (SIRC) – SIR 1123
- The [International Office](#) provides advising through [online workshops](#), [1:1 appointments](#), [drop-in hours](#), and [email support](#).
- International Student Services Newsletters are published on Fridays.

**Licensed
Immigration
Advising**
(RISIA/RCIC)

International
Office hosts **social
and cultural
events!**

Immigration 101

Know Your Documents

Status Documents

- Study Permit
- Work Permit (i.e., spouse, PGWP)
- Visitor Record

Travel Documents

- Temporary Resident Visa (TRV)
- Electronic Travel Authorization (visa-exempt countries)

Study Permit Responsibilities

- ✓ Remain enrolled at a DLI
- ✓ Actively pursue studies
- ✓ Make progress toward graduation
- ✓ Apply to extend your study permit when required
- ✓ Leave Canada or apply for PGWP before permit expiry

Getting Immigration Advising

Seek advice from your **International Student Advisors (RISIA/RCIC)** for support with:

- Study permits
- Temporary residence applications for spouse/children
- Post-graduation work permit
- Travel documents (TRV, eTA)

Working in Canada

Before You Work

You must:

- Have a valid study permit
- Have started your studies
- Be eligible to work on your permit
- Obtain a social insurance number (SIN)
- Be a full-time student

Work Hour Limits

On-campus

- No IRCC limit

Off-campus

- Up to 24 hours/week during studies
- Full-time during scheduled breaks

Co-op / Internship Placements

- ✓ Must be required for your program
- ✓ Must remain full-time
- ✓ Placement cannot exceed 50% of program
- ✓ Study permit must have the condition that authorizes on campus work

Before You Arrive

What to Travel With

- Passport
- Letter of Introduction
- TRV/eTA
- Offer Letter
- Verification of Enrolment
- Proof of Finances

Housing

Read the [International Office housing guide](#) before making housing arrangements.

When You Arrive

Check Your Study Permit

Before leaving the airport:

- ✓ Name and personal information correct
- ✓ Expiry date covers your studies
- ✓ Work authorization included
- ✓ Review any restrictions or conditions



Orientation and Pre-Arrival Programming

The International Office hosts various events to help you transition to Ontario Tech. Scan the QR code to learn more!

* Please note that the information is subject to change without any notice and this summary is not a legal document. Please refer to [Immigration, Refugees and Citizenship Canada \(IRCC\)](#) for the most up-to-date information.