

DECLARATION OF ELIGIBILITY TO WORK ON CAMPUS

STUDENT INFORMATION

Date:

Semester of On-Campus Employment:

University of Regina ID:

Student Name:

DECLARATION OF ELIGIBILITY TO WORK ON CAMPUS

Please answer the following questions truthfully according to your individual circumstance; this declaration will be verified by Human Resources and UR International Student Services:

- Do you have a valid study permit with the required printed work authorization? Yes No
- If you answered "NO" to the question above, are you currently on maintained status during processing? Yes No
- Do you have a Social Insurance Number (SIN)? Yes No
- Are you currently meeting your full-time student registration requirements? Yes No

UNDERTAKING REGARDING DECLARATION OF ELIGIBILITY TO WORK ON CAMPUS

By signing this form, you acknowledge the following:

- I have read the Important Information, Policies and Guidelines page of this form (see page 2).
- I am currently in compliance with the conditions of my study permit and that it is my responsibility to remain as such.
- Upon any change in my academic or immigration status, I will inform Human Resources at the University of Regina, UR International Student Services, and my immediate supervisors.
- I will cease working on the day that I no longer meet the eligibility criteria to work on campus.
- Non-compliance with study permit conditions may result in enforcement action; that is, an exclusion order can be issued for non-compliance, per subparagraph R228(1)(c)(v).
- I declare that the information contained in this Verification of Academic Status for the Eligibility to Work On Campus Declaration is true and correct to the best of my knowledge.

Student Signature:

VERIFICATION OF ELIGIBILITY TO WORK ON CAMPUS (OFFICE USE ONLY)

UR International Student Services has verified the following for the above-mentioned student:

- Holder of a valid study permit with printed work authorization
- Currently meeting full-time student registration requirements at the University of Regina according to the applicable academic calendar
- Currently on a scheduled break according to the University of Regina Academic Calendar
- Currently on maintained status during processing according to IRCC regulations

Based on the student's academic record and immigration status as of the date of this letter, the above-mentioned student currently meets the eligibility criteria to work on campus, pursuant to Section R186(f) of the Immigration and Refugee Protection Regulations (IRPR).

UR International Student Services Staff Signature:

Signature

Date Verified

IMPORTANT INFORMATION, POLICIES AND GUIDELINES

According to the IRPR, full-time post-secondary students may work without a work permit on the campus of the university or college at which they are a full-time student [R186\(f\)](#). This authorization is valid for the period for which they hold a study permit at the institution and during which they are enrolled in full-time studies.

Work On Campus:

You may work on campus if:

- you are a full-time student at the University of Regina
- you have a valid study permit
- you have a Social Insurance Number (SIN)

You must stop working on-campus on the day you no longer meet the above eligibility requirements (e.g., if you are no longer a full-time student).

Social Insurance Number:

To work in Canada or access government programs and benefits, you need a 9-digit number known as a [Social Insurance Number \(SIN\)](#). Your SIN is private and it is illegal for anyone else to use it. You are responsible for [protecting your SIN](#).

To apply for a SIN to work on campus, you must have one (1) of these conditions printed on your study permit:

- May accept employment on or off campus if meeting eligibility criteria as per [R186\(f\),\(v\) or \(w\)](#). Must cease working if no longer meeting these criteria.
- This permit does not authorize the holder to engage in off campus employment in Canada. May accept employment only on campus if meeting eligibility criteria as per [R186\(f\)](#). Must cease working if no longer meeting these criteria.

If your study permit does not have one of the above conditions or remarks, you must submit a [request for an amendment to your study permit](#) before you can apply for a SIN. There is no fee for this request.

Non-Compliance:

Non-compliance with study permit conditions may result in enforcement action; that is, an [exclusion order](#) can be issued for non-compliance, per [subparagraph R228\(1\)\(c\)\(v\)](#).

Non-compliance with study permit conditions or engaging in unauthorized work or study may also negatively affect future applications that are made under the IRPA and IRPR. For example, a subsequent study permit or work permit may not be issued until a period of 6 months has passed, since the cessation of the unauthorized work or study or failure to comply with a condition, per [section R221](#) and [subsection R200\(3\)](#).

Registration Requirements for International Students at the University of Regina:

International undergraduate students must be registered full-time in each of the fall and winter terms. During the spring and summer term, international undergraduate students may register as a full-time or part-time student or take a break.

Full-time registration for international undergraduate students is defined as registered in a minimum of nine (9) credit hours during each of the fall and winter terms, as per the [Undergraduate Calendar](#).

International graduate students should refer to the [Faculty of Graduate Studies and Research website](#) for registration requirements.

International English as a Second Language (ESL) students should refer to the ESL section within the [Centre for Continuing Education](#) portion of the Undergraduate Calendar for registration requirements.