



HUMBER

School of Applied Technology

Degree Program – Mandatory Work Placement 2017-18

International Student Process

International students with a mandatory work placement component must apply for the Canadian Coop Work Permit, even if you are considering working in your home country or in another country.

To participate in the Mandatory Work Placement in your program (Summer 2018) and commence employment, International students MUST:

- Be academically eligible to participate in the placement by having successfully completed all core courses to the end of Semester 6, and
- Be returning to Humber to resume studies in Fall 2018, and
- Possess a valid Canadian Coop Work Permit authorizing mandatory placement employment from May 2018 to August 2018.

Accessing Job Leads from the School:

Students are strongly advised to apply for their Coop Work Permit during or prior to Year 3 of their academic program. To access jobs in the School of Applied Technology Student Job Portal, International students must first [provide the Work Placement Office with physical proof of their application for a Canadian Coop Work Permit.](#)

While waiting for the Coop Work Permit to arrive, students should be actively networking and applying to jobs.

Documentation Required:

1. Confirmation of Mandatory Work Placement (Use letter received from Humber upon acceptance in your program of study, or request this letter from the Work Placement Office).
2. Confirmation of Enrollment (Request through MyHumber).
3. Both documents must accompany your application for a Coop Work Permit.

Please direct questions related to permits and applications to Humber's International Office.

When Your Coop Work Permit Arrives:

You **must submit a physical copy** to the Work Placement Office. You **cannot commence employment** prior to notifying the Work Placement Office:

In person: Room NX302

Scan/Email: WorkAppliedTechnology@humber.ca