

International Experience Canada

2017 Application Process



International Experience Canada (IEC) provides young individuals from Ireland (18-35 years of age) the opportunity to travel and work in Canada. As of November 21, 2015, there is a new application process to become an IEC participant. Candidates who meet the IEC criteria and submit a profile will be accepted into one or more pools of potential candidates. If you are eligible, you can submit a profile to this pool as of October, 2016.

1. Determine Your Eligibility

Irish nationals can choose from up to three travel and work experiences:

➤ **Working Holiday**

Open work permit up to 24 months

<http://www.cic.gc.ca/english/work/iec/eligibility.asp?country=ie&cat=wh>

➤ **Young Professionals**

Designed particularly for post-secondary graduates, who wish to further their careers by gaining professional work experience in Canada. Participants must have a signed letter of offer or contract of employment up to 24 months. The job you are offered in Canada must be classified as a National Occupational Classification (NOC) Code Skill Type Level 0, A or B to be considered as contributing to your professional development. (See our NOC guide for a full explanation.)

<http://www.cic.gc.ca/english/work/iec/eligibility.asp?country=ie&cat=yp>

➤ **International Co-op Internship**

Designed for those enrolled at a post-secondary institution in Ireland. Participants must be registered students for the duration of the internship. Participants must want to complete a work placement or internship in Canada to fulfil part of their academic curriculum (up to 12 months).

<http://www.cic.gc.ca/english/work/iec/eligibility.asp?country=ie&cat=coop>

Use the online tool, Come to Canada, to see if you meet the criteria to get into the IEC pools. It will take you about 10 minutes.

When you get to the end, a *personal reference code* will show on the screen. Write it down. You will need it later when you build your profile.

<http://www.cic.gc.ca/ctc-vac/cometocanada.asp>

2. Submit Your Profile

If you get a positive result from Come to Canada, the tool will send you to MyCIC, which is used for all online profiles and applications. With your MyCIC account, you can complete and submit your IEC profile online.

Your profile will tell you which categories you are eligible for. There is one pool of eligible candidates per country and per category. You can submit your profile to one or more of these pools.

<http://www.cic.gc.ca/english/work/iec/submit-profile.asp>

If you are eligible:

- you will be placed in the pools for which you are eligible, along with other eligible candidates, and
- if you receive an Invitation to Apply, you can then apply for a work permit.

Once in the pool, if you have a letter of employment for the YP or Co-op streams, your chances of being selected will be higher. For those submitting under the WH, the process will be by lottery.

Important: Submitting an IEC profile does not mean you have applied for a work permit. If you receive an Invitation to Apply from CIC, then you need to give CIC more

information in your application for a work permit, including supporting documentation and fees.

3. Apply for a Work Permit

Candidates in the pools *must* receive an Invitation to **Apply** *before* they can apply online for a work permit.

If you receive an Invitation to Apply for a work permit, you will also use MyCIC to submit your work permit application, pay your fees and check the status of your application.

After you receive your Invitation to Apply, follow the steps to apply for a work permit under International Experience Canada.

<http://www.cic.gc.ca/english/work/iec/apply.asp>

4. Check Processing Times

Find out how long it will take for CIC to process your application.

<http://www.cic.gc.ca/english/information/times/international.asp>

5. Prepare for Arrival

What to expect at the border:

When you arrive in Canada, you will be greeted by a Border Services Officer from the Canada Border Services Agency (CBSA). Be prepared to present the following to the officer:

- your passport;
- your Port Of Entry (POE) Letter of Introduction;
- proof of funds;
- proof of health insurance;
- a ticket for your departure from Canada or sufficient funds to purchase such a ticket.

Note: If you are an unpaid International Co-op (Internship) participant, you may also be asked to show proof of additional financial resources to cover expenses for your entire stay.

CIC recommends having original copies available of all the documents you provided for your International Experience Canada work permit application.

When you arrive at the Port of Entry, you must have health insurance valid for the entire duration of your authorized stay in Canada. Note that being in possession of a valid provincial health card will not meet this requirement as repatriation is not covered by provincial health insurance. You may be refused entry if you do not have insurance. If your insurance policy is valid for less than your expected stay, you may be issued a work permit that expires at the same time as your insurance. If this happens, you will **not** be able to apply for an extension of your work permit at a later date.

International Experience Canada

2017 Season Online Application Process

IEC Eligibility Criteria

Complete the *Come to Canada* questionnaire at (www.cic.gc.ca/ctc-vac/cometocanada.asp), and get your personal reference code.

Use your personal reference code to create your account at www.cic.gc.ca/english/e-services/account.asp.

Profile Submission to IEC Pool

Complete the remaining fields in the IEC profile builder.

Submit your profile and choose the IEC pools you want to be in.

What is a pool?
A group of pre-registered eligible candidates who have created and submitted their profile to one or more category under IEC.

Payment & Required Documents

Upload all supporting documents, including police and medical exam certificates, if applicable.

Ask your employer to send you the offer of employment number they will get after they have paid their fees. You need this number to apply for your work permit.

Young Pro and Coop categories: Before your 20 days expire, your employer needs to pay the C\$230 Employer Compliance Fee through the Employer Portal at www.cic.gc.ca/english/e-services/employer-portal.asp.

If you do not have the supporting documents, you can upload proof that you have applied to undertake a medical exam and that a police certificate request has been sent.

After you press the button "Start Application" in your account, you have 20 days from that day, regardless of whether you accept on day 1 or 10, to complete, pay and submit the work permit application.

Work Permit Application

If you receive an invitation to apply via your account, you will have 10 days to start your application or to decline the invitation. If you accept, click the "Start Application" button in your account to start the work permit application process.

IEC and Work Permit Assessment

Pay your participation fee of C\$126 with a credit card through the online payment system in your account. Working Holiday category: pay your open work permit holder fee of C\$100 at this time as well.

Temporary Work Permit Application Assessment. Day 1

We may ask you to provide additional documents.

This is your last chance to withdraw from IEC and obtain refunds (participation fee, open work permit holder fee, employer compliance fee).

Welcome to Canada!

Immigration, Refugees and Citizenship Canada (IRCC) will send you a letter of introduction (LOI) to your account. The official name of the document is *Port of Entry (POE) Introduction Letter*. Day 56

Key

Traveller Processing Officer Employer

Government of Canada / Gouvernement du Canada

Canada

C&I-1897-10-30

Check your work permit carefully before leaving the Border Services Officer. Make sure you understand all the information on the permit and that the expiry date is correct. Check your work permit before you leave the international zone. If you think there is a mistake on your work permit, please tell the Border Services Officer right away.

If you are in the Working Holiday category, your work permit should show:

A validity period for the duration of your expected stay starting from the date you enter Canada; “open” employer and “open” employment location. Open employer and employment location means you can work for any employer, anywhere in Canada, should they be willing to employ you. There is no restriction on how long you can work, or how many hours you can work, as long as your work permit is valid; the code “C21.”

If you are in the Young Professionals or International Co-op (Internship) categories, your work permit will show: a validity period equal to the period of time listed in the agreement between Canada and your country; the name of your employer; the actual location where you will work during your pre-arranged employment, work placement or internship and; the code “C21.” This means that you can only work for the employer specified in your letter of introduction. If you finish your work contract and your work permit is still valid, you can stay in Canada under a renewed contract with the same employer to work at the same address or stay as a visitor until your work permit expires.

<http://www.cic.gc.ca/english/work/iec/arrival.asp>

More Information:

<http://www.cic.gc.ca/english/pdf/2016-iec-online-application.pdf>

FAQ:

<http://www.cic.gc.ca/english/helpcentre/results-by-topic.asp?t=25>

