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Archived: June 3, 2025 10:36:17 AM
From: Immigration Representatives / Représentants immigration (IRCC)
Sent: Wed, 30 Apr 2025 13:14:46
To:
Cc: Immigration Representatives / Représentants immigration (IRCC)
Subject: FW: Clarification on Co-op Work Permit Submission Process - REP-B-2025-0491 - Due 23-May-25
Importance: Normal
Sensitivity: None

Good day,
[redacted] **Immigration Representatives Mailbox.**
Please note that this mailbox is intended for general guidance and does not provide responses to case-specific inquiries but have provided the following information as guidance. If you have case specific questions about a file, you are encouraged to submit the IRCC Web form.
Please see our response to your question.
***
If the application is still in progress, the applicant may submit a webform requesting a COOP work permit along with any supporting documentation required.

If the application has been approved, the applicant may submit a COOP work permit application once they enter Canada.

For more information on COOP work permits, please see: Work as a co-op student or intern - Canada.ca

We hope you find this information helpful.

***

[redacted]

The Immigration Representatives Mailbox

From: I
Sent: [redacted] 23, 2025 2:27 PM
To: Immigration Representatives / Représentants immigration (IRCC) <IRCC.ImmigrationRepresentatives-[redacted]
Subject: Re: Clarification on Co-op Work Permit Submission Process

> **CAUTION:** This email originated from outside the Government of Canada. Do not click on links or open attachments unless you recognize the sender and know the content is safe.
> **ATTENTION:** Ce courriel provient de l'extérieur du gouvernement du Canada. Ne cliquez pas sur les liens et n'ouvrez pas les pièces jointes sauf si vous reconnaissez l'expéditeur et sachez que le contenu est sûr.

Dear Sir/Madam,

We are seeking clarification on the appropriate process for obtaining a co-op work permit in the following scenarios:

1. 1. A study permit application was submitted without a request for a co-op work permit (fee-exempt), and at the time of submission, the co-op work permit support letter had not been issued to the applicant. The letter was received at a

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later date. In this case, would submitting a webform with a new completed study permit application form, which is IMM5709, along with the support letter, be an acceptable course of action, or is a new application specifically requesting the co-op work permit required?

2. 2. A study permit application was submitted, but due to a technical error, the co-op work permit (fee-exempt) option was not selected in the form. However, the issue was explained in the accompanying letter, and a co-op work permit support letter was included in the application. Given this, would an additional work permit application be necessary, or can the submitted application be considered sufficient for the issuance of the co-op work permit along with the study permit?

We would appreciate your guidance in ensuring compliance with the correct procedures. Looking forward to your prompt response.

[redacted] and assistance.

Kind regards,