

# Immigration, Refugee, Citizenship (IRCC)

## General FAQ for Faculty & Staff

Langara Global

DLI # 019319074622

### **Are students required to maintain full-time status? What happens if they are not full-time in an academic semester?**

The definition of full-time or part-time status varies depending on the educational institution. A study permit may be issued whether the student's studies are full-time or part-time, as long as they are enrolled at a Designated Learning Institution (DLI). The condition that study permit holders must "actively pursue studies" does not require students to be enrolled on a full-time basis. However, students must maintain full-time status during academic semesters, except during a scheduled break if eligible, to work on and/or off campus and to qualify for the Post-Graduation Work Permit (PGWP).

### **Why do students insist they need to get into a particular course to be full-time?**

Students seek full-time status because maintaining continuous full-time status is a requirement of the PGWP and full-time status allows students to work on and/or off campus while pursuing their studies.

### **True or false: non-credit English courses don't count toward maintaining legal international student status.**

False. Although certain courses offered at Langara do not carry university-transferable credits, they may still carry Langara credits. A Regular Studies student registered in a non-UT 3 credit course (i.e. ENGL 1107) will be considered a full-time student if they are also registered in at least 6 additional credits, totaling 9 credits. According to Langara's definition, Regular Studies students registered in at least 9 credits per semester are considered full-time. Legal international student status is maintained by maintaining valid immigration documents, complying with conditions on immigration documents, being enrolled at a DLI and making progress towards program completion.

### **Can students change their program of study after they have begun their studies at Langara?**

It depends. This may be complex from an immigration perspective, depending on the student's situation. If a student asks about a program change, refer them to Langara Global to speak with an International Student Coordinator (ISC).

### **What should a student do if they wish to change their Designated Learning Institution (DLI)?**

Starting November 8, 2024, international students must be enrolled in the DLI named on their study permit. Students can no longer change DLI's by simply notifying IRCC through their online account. [To change DLI](#), they must apply for a new study permit by applying to extend their current one.

### **Is a student allowed to travel back to their home country during their program?**

Yes. According to Immigration Regulations, international students may return home or travel outside Canada during their studies. However, students must abide by Langara policies and fulfill course requirements if they choose to travel while courses are in session. Students are encouraged to travel during intersession and/or scheduled breaks. Before traveling, students should ensure they have a valid travel document (TRV or eTA) and a valid study permit to re-enter Canada as a student. Students should obtain a confirmation of enrollment letter to show that they are actively pursuing studies.

### **What is a scheduled break?**

A scheduled break is defined differently for both Regular Studies students and Continuing Studies.

**Regular Studies:** Students can take 0-2 classes (less than 9 credits) or remain a full-time student (9 credits or more) during the break. Depending on the program, a scheduled break must be taken within a 12-month period, either in the Fall (September to December), Spring (January to April) or Summer (May to August) Semesters. Students must remain enrolled as a full-time student in the semester *preceding* and the semester *following* the break. Students on Academic Suspension are not eligible for a scheduled break. Each scheduled break should not be more than four months consecutively and students are not eligible to work full-time if the institution allows for back-to-back scheduled breaks. Essentially, taking into account reading

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breaks and the winter holiday, students may only work off campus on a full-time basis for no longer than five months during each calendar year.

**Continuing Studies (CS):** A CS student can study part time, full time, or take the semester off if the program is eligible for a scheduled break. Students eligible for a scheduled break must remain enrolled as a full-time student in the semester *preceding* the break and *following* the break.

### **Does IRCC consider on-line courses as part of the full-time course load?**

Yes, as long as a student is registered for 9 or more credits (Regular Studies) in a semester, they would be considered full-time student at Langara during that semester. This is regardless of method of course delivery. However, IRCC states that students must complete more than 50% of their program in person.

### **A student says he needs to pass a course because his study permit expires next semester, so he can't repeat the course. Is this true?**

False. International students can extend their study permit in order to continue their studies. Students can go to the [Langara Global website](#) to request a study permit extension letter. After receiving the letter, they can complete an application on the IRCC website and submit it for review. However, submitting a complete study permit extension application to IRCC may not guarantee approval of the student's study permit extension application. It is up to the Immigration Officer processing the application.

### **Will students get deported if they fail a course?**

No. Although students who fail a course may be at risk of being on academic probation or suspension, simply failing a course will not lead the student to be deported. However, a poor academic standing may have a negative impact on an international student's immigration status. Students concerned about this possible impact can be referred to Langara Global to speak with an International Student Coordinator (ISC). The ISC can provide information related to Immigration Regulations and discuss options with the student.

### **What if a student is failing the course and is asking whether they should attend the final Exam?**

Students should always be encouraged to attend the final exam even if they are failing the course and don't have the opportunity to pass. For IRCC purposes, a student who receives an "F" grade indicates that they attempted to complete course requirements, rather than an "N" on their transcript, which is an incomplete. An "N" grade may drop a student's status to part-time. You can refer a student to Langara Global to speak with an ISC for more information on how this may affect their immigration status.

### **What if a student gets on probation or suspension? How does it affect their immigration status?**

A student's immigration status typically would not be affected if they find themselves on academic probation. Students on probation can continue to study as per usual. However, if a student is suspended from the College, it may affect their ability to stay in Canada, depending on what they choose to do while they are suspended from Langara. Students in this situation would still have options to remain in Canada and should be referred to Langara Global to speak with an ISC to discuss these options further.

### **What does IRCC say about an Authorized Leave from Studies?**

An international student may request and be granted an Authorized Leave for no more than 150 days under extenuating or unforeseen circumstances, such as medical reasons or family emergencies etc. The student must first discuss their request with an ISC at Langara Global. Upon review and approval of the request and supporting documents, the student will receive a letter to support their Authorized Leave for immigration purposes. Obtaining this letter does not exempt students from their

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responsibility to comply with IRCC's rules and regulations. Please direct students to Langara Global for further information. For more information regarding Authorized Leave, please visit the [IRCC website](#).

### **Are students required to have a separate Work Permit in order to work on- or off-campus while they are studying at Langara?**

No. Students who qualify to work on- or off-campus while they are studying should have the appropriate remarks on their Study Permits to authorize them to work without a Work Permit. Therefore, students should not be requiring any official letter from Langara to apply for a Work Permit to work off-campus part time while they are studying.

### **Are students required to have a Separate Work Permit to complete work that is an integral part of their studies?**

Yes. Students must apply for a co-op work permit through the IRCC website to complete a co-op, work experience, practicum, or internship that is an essential part of a student's curriculum. Students will require an official letter from the department to apply for the co-op work permit. With a co-op work permit, a student is eligible to work full-time to complete the work component of the program.

### **How many hours can an international student work off- campus?**

According to IRCC regulations, international students in Canada with a valid study permit may work off-campus for up to **24 hours per week** during regular academic sessions. They can work **full-time** during scheduled breaks, such as winter or summer holidays and spring break, provided they meet the [eligibility requirements](#) for off-campus work.

### **What is a PGWP?**

The Post-Graduation Work Permit (PGWP) Program allows students who have graduated from a recognized Canadian postsecondary institution to gain valuable Canadian work experience. This document, if granted, permits international students to remain in Canada as a worker and work full-time for up to three years, depending the type of program completed and program length. Students who complete a 2-year eligible program on a continuous full-time basis would be eligible to apply for a 3-year PGWP. The PGWP, for many students, may be the next step in the process toward permanent residency, since it is the only option which allows students the opportunity to gain valuable work experience after graduation.

### **What are PGWP eligible programs?**

On October 4, 2024, IRCC announced new policies regarding the Post-Graduation Work Permit (PGWP) programs for international students. Students enrolled in academic programs that are not PGWP-eligible after this date will no longer qualify for a PGWP upon completing their studies. A list of [PGWP-eligible programs at Langara College](#) is available on the Langara Global website. This list is updated regularly as programs change and IRCC requirements change. We encourage students to familiarize themselves with the eligibility policies and application process by visiting the [IRCC Website](#). For further advising, please direct students to Langara Global.

### **A student asked me to write a letter of invitation for their family member(s) to visit Canada. What is that and should I be writing one for the student?**

A *letter of invitation* may be required by IRCC from someone who wants to apply for a visitor visa to visit Canada. The letter must be written by someone in Canada whom the visitor is planning to visit. Therefore, the only person who should be writing such a letter is the student the family member is coming to visit. Students can get information on what to include in the letter of invitation on the [IRCC website](#). They can request a confirmation of enrollment letter from the registrar's office to prove they are current Langara students.

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### **What is the process of study permit to permanent residency (PR)? How long does it take?**

There are several permanent residency categories that international students may fit into, including the *Canadian Experience Class*, the *Federal Skilled Worker Program*, and the *Provincial Nominee Program*. Some of these categories may require or encourage some level of eligible Canadian education and work experience. Therefore, many people will choose to begin the process by first studying in Canada. The higher the level of education completed and the higher the level of job attained, the stronger a PR application may be. Therefore, it is critical for any international student wishing to apply for PR to be successful in their studies. Successful studies may lead to receiving a PGWP which will allow the student to gain the necessary Canadian work experience in order to be qualified to apply for PR. All of this takes time. In some cases, it can take students 6 to 8 years from the first day of studies in Canada to receiving their permanent residency.

More information and details on the above and other immigration-related topics can be found on the [IRCC website](#) or on the [Langara Global website](#).

In addition, any Langara employee or student who has immigration-related questions is welcome to speak with an authorized Immigration Consultant (RCIC) or Advisor (RISIA) in the Langara Global Office (Room A107) or email [international@langara.ca](mailto:international@langara.ca).

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