

Co-op Work Permit Application: Guide to Completing the IMM5710 Form

The below list is a guide to some of the appropriate answers for questions in the *IMM 5710: Application to Change condition, Extend my stay or Remain in Canada as a Worker* when applying for a co-op work permit from inside Canada. Please note that this is not a complete list and you should answer all questions as is accurate in your circumstances if they differ from the recommendation below.

If you are having difficulty downloading an IRCC Application form, visit [this link](#).

Questions		Answers
1	UCI	Unique Client Identification Number; this is listed on your study permit
3	I'm applying for one or more of the following:	Apply for a work permit for the first time or with a new employer
Personal Details		
7	Current Country of Residence Status From (YYYY-MM-DD) To (YYYY-MM-DD)	Canada (if you are inside Canada) Student The very first day that you arrived in Canada as a student Your study permit expiry date
Language(s)		
1d	Have you taken a test from a designated testing agency to assess your proficiency in English or French?	If you completed an English/French language test, indicate YES. If you completed an English/French language school/program instead of a test, indicate NO.
National Identity Document		
1	Do you have a national identity document?	If you do indicate YES and input all information that is on the card. Expiry date is not required if your card does not have one. If you do not have a national identity document, indicate NO.
Contact Information		
1	Current mailing address: Apt/Unit Street No.	This is your apartment number or room number (i.e. Apt 200) This is your house number (i.e. 25 Fort William Rd.)
2	Residential address: same as mailing address?	If your mailing address is the same as where you are living, indicate YES. If not, indicate NO and input your residential address too.
Coming into Canada		
1	Date and place of your original entry to Canada	Date and place (port of entry) of your very first entry to Canada (i.e. Toronto, Canada)
2	The original purpose of coming to Canada	Study (if applicable)
3	Date and place of your most recent to Canada (if not the same as original entry)	This is the date and place (port of entry) of your most recent entry to Canada (if different from question #1). If you have only entered Canada once, you can leave this blank.
4	If applicable, provide the document number of the most recent immigration document issued to you.	This is the black number at the top right of your study permit starting with one letter (under the large red number)
Details of Intended Work in Canada		
1	a) What type of work permit are you applying for?	Co-op Work Permit
2	Details of my prospective employer a) Name of Employer b) Complete Address of Employer	<i>*You do not need to have a job arranged to apply for a co-op work permit</i> a) Confederation College b) Put your Confederation College campus address
3	Intended location of employment in Canada?	

	Province City/Town Address	Ontario (if accurate) List the city that your campus is located in (i.e. Thunder Bay) Put your Confederation College campus address
4	My occupation in Canada will be: Job title Brief description of duties	Internship/practicum student Internship/practicum student duties as assigned
5	Duration of expected employment From (YYYY-MM-DD) To (YYYY-MM-DD)	Date of completing the application Anticipated graduation date (or study permit expiry date; whichever comes first)
6	Labour Market Impact Assessment (LMIA) No.	Not applicable.
7	If you have been issued a Quebec Acceptance Certificate (CAQ), provide the:	Leave this blank.
Education		
	Have you had any post-secondary education (including university, college or apprenticeship training)?	If you have had previous university/college/language school experience, indicate YES and input appropriate details. If not, answer NO.
Employment		
1	Current Occupation/Activity	Enter 'Student at Confederation College' and your study information in the remaining boxes. You do not need to list your part-time work, but can do so if you choose to.
Background Information		
2	<ul style="list-style-type: none"> a) Have you ever remained beyond the validity of your status, attended school without authorization or worked without authorization in Canada? b) Have you ever been refused a visa or permit, denied entry or ordered to leave Canada or any other country or territory? c) Have you previously applied to enter or remain in Canada? 	<ul style="list-style-type: none"> a) If you have studied or worked without a valid study or work permit, you will need to provide details and an explanation in section (d). b) If you were ever refused any visa, admission to Canada or any other country, you will need to briefly explain the circumstances in section (d). c) Yes. List all visas/permits you have previously applied for and when (i.e. study permit, renewal, co-op work permit, or temporary resident visa) in section (d).
Signature		
	Do you consent to be contacted by CIC, or an organization at CIC's request, in the future?	Yes.
	Signature of Applicant and Date	This form cannot be printed, signed or scanned. You need to type your name and put the date that you are submitting your application.
Disclosure		
	Validate Button	Review the disclosure information closely. You must click the validate button. If there is incorrect/missing information in your form, you will receive an error message. If the validation is successful, a new page of barcodes will appear at the end of your application. Remember to save!

Please note: This is not a legal document. For legal information, refer to the Immigration and Refugee Protection Act and Regulations where applicable. You can also refer to the Immigration, Refugees and Citizenship Canada (IRCC) website for updated information at www.cic.gc.ca.