

Post-Graduation Employment Information Policy

POLICY NO.	GC-POL-26
EFFECTIVE DATE (THIS REVISION)	September 8, 2026
ORIGINAL ADOPTION	September 8, 2026 (new policy)
NEXT SCHEDULED REVIEW	September 2027
APPLIES TO	Graduating students, with particular application to international students
RESPONSIBLE OFFICE	Office of the Registrar
REGULATORY BASIS	EQA Policy and Procedures Manual; EQA Code of Practice (international students) s.2.8
INSTITUTION	Guildford College PTIRU Institution No. 04470

1. Purpose

This policy ensures graduating students, including international students, are aware of post-graduation pathways and employment services, and are supported in transitioning into the British Columbia labour market, consistent with the EQA Code of Practice.

2. Employment Services

For programs eligible for the federal Post-Graduation Work Permit (PGWP) or other federal work permits, the College offers employment services to graduating students, including resume and cover-letter support and interview preparation, and provides information on employment services and resources available on campus and in the community.

3. Documentation for Immigration Purposes

The College includes the correct Classification of Instructional Program (CIP) code on each student's Letter of Completion and other relevant documents, so graduates can determine and demonstrate PGWP field-of-study eligibility.

4. Immigration Advice

The College does not provide immigration advice to graduating students, other than advice given by a licensee in good standing with the College of Immigration and Citizenship Consultants, or a member of a law society of a Canadian province or territory. Students are directed to the appropriate sections of the IRCC website for general PGWP information.

5. Standards

The College provides information on employment standards and workplace rights in British Columbia, does not refer graduating international students to settlement services in place of the College's own

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post-graduation support, and does not provide misleading or outdated employment information.

Approved by: Firas Haddad
President & Senior Educational Administrator, Guildford College