



**UNIVERSITY**  
*of Prince Edward*  
**ISLAND**

## **International Student Employment Support Program: Preparing for a Career in Canada**

### **About the Program**

A cohort of 40 first and second year international students will be selected to participate in a program designed to:

- Increase understanding of Canadian and PEI labour markets
- Develop a range of highly transferable employability skills
- Build PEI network connections through volunteer and work experiences
- Gain entry-level experience within fields and industries of interest
- Provide opportunities for career exploration and goal setting

Program students will first participate in a series of professional development trainings. They will then engage in two afternoons of service where they will volunteer their time to support local organizations to learn more about Canadian labour markets and develop skills that are valued by Canadian employers. The students will then go through a realistic job search process to secure a 12-13 week internship with a local, private, public, or non-profit organization.

For private sector businesses, a 75% wage subsidy to a maximum of \$5,400 will be provided, and for non-profit and public sector organizations a 100% wage subsidy to a maximum of \$7,200 will be provided to support the hiring of the student. A minimum wage of \$15 per hour is required and MERCs are to be covered by the employer.

### **Organization Eligibility:**

To be eligible, organizations must:

1. Be located in Prince Edward Island
2. Be a private, non-profit or public sector organization
3. Have the capacity to supervise and mentor a student employee
4. Be able to add a student to organization's payroll & deduct appropriate MERCs

### **Application Process:**

Fully complete and submit the attached application form to the Community and Industry Outreach Coordinator, Susie Zavala, at [szavala@upei.ca](mailto:szavala@upei.ca)

**Employer Application Form**  
**International Student Employment Support Program**

Name of Organization:

Mailing Address:

City:

Postal Code:

Contact Person:

Title:

Telephone:

Email:

Website:

Please outline the role that you are requesting a student to fill (i.e. department, duties & responsibilities):

Please list the skills that will be important for the student to have:

Please outline how the position will benefit the student:

Please outline how the position will benefit your organization:

Is this position:     In-Person         Remote         Flexible

Have you applied for other Federal/Provincial funding for this position?     Yes     No

## DECLARATION

The Applicant certifies that:

- a. The information provided above has been reviewed and understood; and
- b. The signatories to this application have the authority to bind the applicant organization.

The Applicant declares that:

- a. The information provided to the University of Prince Edward Island in this Application and supporting documentation is true, accurate and complete in every respect.

The Applicant acknowledges that:

- a. It may be required by the University of Prince Edward Island to provide documentation to prove the accuracy of the information contained in this Application at any time, including prior to the Applicant's participation in the Program; and
- b. If the information provided in this Application is false or misleading, the Applicant may be required to repay some or all of the funding that may be approved by the University of Prince Edward Island under the Program.

The Applicant authorizes:

- a. The University of Prince Edward Island to disclose information related to their participation in the program to Skills PEI and the Department of Economic Growth, Tourism, and Culture for tracking and evaluation. This may include, but not be limited to, information such as organization name, placement start and end dates, funding allocated, and placement outcome.

**I, the Applicant, acknowledge, understand and confirm that I have the authority to complete this application on behalf of the organization.      Yes      No**

## COMPANY

\_\_\_\_\_ Per: \_\_\_\_\_  
Witness (Authorized Signatory)

Title: \_\_\_\_\_

Date: \_\_\_\_\_