



What are the eligibility requirements for students to participant in the WILWorks program?

Students must be:

- Registered, full-time or part-time, in a recognized Canadian post-secondary institution in **any program** (e.g. Arts, Business, STEM (Science, Technology Engineering, Math), Humanities, Social Sciences, etc.).
- Canadian citizens, permanent residents or persons to whom refugee protection has been conferred under the Immigration and Refugee Protection Act.
- Legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

Additional Information:

- There are no age limits for students.
- Although it is not an eligible requirement, students who are deemed to be part of an underrepresented group are encouraged to apply (see below).

What makes an individual part of an underrepresented group?

If a student identifies as one of the following:

- Woman studying in STEM (science, technology, engineering, mathematics);
- First-year student;
- Recent immigrant (within last 5 years);
- Visible minority;
- Indigenous person; or,
- Person with a disability.

What are the criteria for an applicant to be considered a recent immigrant?

The Student Work Placement Program defines a recent immigrant, or a newcomer, as someone who has arrived in Canada within the last five years. A newcomer must be a Canadian citizen, a Permanent Resident or be under protected status as a refugee. International students are not considered newcomers.

When should a student apply for the WIL subsidy program?

Students cannot initiate an application. Only an employer can start an application on the forthcoming WILWorks platform. For further information about this process, please contact:

Wendy Gray, Senior ProjectCoordinator wgray@emccanada.org
and/or **Natalie Lafleche**, Project Coordinator nlafleche@emccanada.org.

How do students prove that they are enrolled in an academic institution?

Students can ask their university or college for proof of enrollment, or proof of registration, for the placement period they are applying for. The following information should be included:

- Student's Legal name;
- Program of study;
- Enrollment session - Fall (Sept-Jan), Winter (Jan-April), Spring / Summer (May – Aug);
- Enrollment term/status; and,
- Year level (current year of study).

An unofficial, or official, transcript can also be used as proof of enrollment if it is up to date. The transcript must:

- Reflect the student's enrollment status within the placement period, or include the student's current semester courses.
- Include the name of the student, the program of study, and the university/college logo/stamp.

Are international students eligible to participate in the program?

No, the WILWorks program is open only to Canadian citizens, permanent residents or protected persons as defined by the Immigration and Refugee Protection Act. Students will be asked to provide valid supporting documents as part of their application.

Are high school students eligible for a subsidy?

No, the WILWorks program is offered only to students currently enrolled in a recognized Canadian post-secondary educational institution. Students will be asked to provide proof of enrollment for the placement period as part of their application.

Are Ph.D. & Masters students eligible?

Yes, Ph.D. and/or Masters student are eligible.

What support can students expect if they experience issues in their work placements?

If the student is not in a co-op program, and the student experiences issues with the work placement, the student is encouraged to contact, **Wendy Gray**, Senior Project Coordinator wgray@emccanada.org and/or, **Natalie Lafleche**, Project Coordinator nlafleche@emccanada.org.

If the student is in a co-op program, the student is encouraged to first connect with his or her institution's Co-op Office, and if necessary, follow up with EMC's identified contacts.

Of course, all students are encouraged to initially communicate issues with their employers. If, for some reason, a student is not comfortable in doing so, then follow the steps recommended above.

How will EMC ensure that an employer follows through on its commitments?

EMC retains the right to conduct on-site employer visits, and/or conduct video calls, to ensure the placement is as described in the employer's application, and to ensure that all contractual obligations are being met. EMC will also conduct Exit Surveys, with both employers and students, to develop an inventory of best practices and challenges for employers and students. These will be used for continuous improvement to the WILWorks program.

What is required from students for an employer to be eligible for the wage subsidy?

Throughout the application process, students will be asked for:

- Completed Student Information Form
- Proof of Enrollment
- Student Exit Survey

How does this program benefit students?

The WILWorks program connects post-secondary students with employers that offer work integrated learning opportunities. WILWorks provides wage subsidies to these employers.

Through the WILWorks program, and at no cost to students and employers, students have access to EMC's Manufacturing Essentials Certification Foundations course, a recognized certification focused on the development of employability skills. EMC Foundations is an innovative self-directed e-Learning course designed to provide students new to manufacturing with important workplace Skills for Success. Modules include:

- Problem Solving
- Giving and Receiving Feedback
- Adaptability and Resilience
- Accountability
- Difficult interactions
- Attitude
- Communication
- Team Building

Outcomes

- Students gain additional knowledge and skills that can be put in practice during work placement
- Students receive EMC Manufacturing Foundations micro-credential recognized throughout by manufacturers in the industry
- Students will understand the expectation of working in the manufacturing industry
- Students enhances likelihood of a positive work placement and collaboration in the workplace

These modules are not mandatory; however, the self-directed e-Learning courses are an added benefit to continuous professional development and skill enhancement.