



The [Student Work Placement Program](#) (SWPP) is a federal wage subsidy program funded by Employment and Social Development Canada (ESDC) and administered by various [delivery partners](#).

Domestic students from Dalhousie's [Bachelor of Commerce Co-op](#) available for 4-month full-time co-op employment (minimum of 12 weeks required) are eligible for SWPP funding.

Eligible employers can be **reimbursed up to \$5,000 for every student hired** (or up to \$7,000 for students in first year or from [under-represented groups](#)) for employment of 12-16 weeks:

- Funding applications must be submitted via the delivery partner's application portal
- Applications are assessed on a rolling basis as long as funds remain available, and therefore deadlines may vary between partners
- Even if you gain pre-approval for your position, funding will not be fully approved by your delivery partner until you demonstrate that **all hired candidate(s) meet the eligibility criteria**:
  - Canadian Citizenship, Permanent Residency or Protected Refugee Status is required
  - International student employees are **not** eligible for this wage subsidy program
- Wage subsidy reimbursement timelines may vary; some partners may not release funds to employers until the end of the work term period, once the required documentation is provided

Steps to apply for SWPP funding:

1. **Review** the [SWPP delivery partner](#) options to align with your industry sector and job description. Partners who can typically support the hiring of business students are [listed here \(under SWPP\)](#).
2. **Obtain** pre-approval (if this option is offered) for your employment position from your delivery partner
  - Pre-approval does not guarantee funding; approvals are not verified until the student is hired and their eligibility confirmed. Note that fund availability may change during your recruitment period
  - Some partners will require you to apply for your funding before the student's start date
3. Once you have hired, **submit** all eligibility paperwork promptly to maximize chances of funding approval.
4. **Verify** with your delivery partner that your funding is fully approved (secured).

Advertise your co-op/internship job to Dalhousie business students:

- Request an account (or log into your existing account) in our [myCareer online recruitment portal](#).
  - This account will allow you to post the position, access applications after deadline, and/or utilize our interview scheduling service
  - Post all business work term positions under **Co-op / Internship - Faculty of Management**
  - For information on how to use the portal, access our [myCareer User Guide for Employers](#)
- Before advertising your posting to our students, our team will contact you to:
  - Verify the job details meet our program requirements
  - Identify which delivery partner you intend to work with (i.e. ICTC, Technation, etc)
  - Confirm whether you require funding support to hire, and if you wish to consider domestic applicants only (SWPP-eligible) or international applicants also (SWPP-ineligible)

**PLEASE NOTE:** If SWPP funding support will be required to hire, we will post your position but consider all hiring offers to be **conditional**. Upon student acceptance of your offer requiring SWPP support, we will record the position as the student's intended work term, but our **Hire Business** team ([hirebusiness@dal.ca](mailto:hirebusiness@dal.ca)) will monitor progress with you until the candidate's eligibility has been verified by your funding delivery partner, and your funding approval is finalized (secured). We recommend that you work with the student and your delivery partner to expedite this process, as **significant delay in finalizing funding approval may result in the student being allowed to resume their job search and accept an alternate, unconditional offer.**