



Graduate (PhD)

International Student Immigration Plan



This planning workbook is designed to help international PhD students stay organized throughout graduate school. It brings together academic planning, research progress, career development, and immigration preparation in a simple year-by-year format adapted from the undergraduate template.

Register for the plan to stay in touch with an international student advisor, recieve reminders and stay on track.

International Student Immigration Plan © 2026 by Queen's University International Centre is licensed under Creative Commons Attribution-NonCommercial-ShareAlike 4.0 International.
To view a copy of this license, visit https://creativecommons.org/licenses/by-nc-sa/4.0/

Important Details

Name:
Student ID:
Program:
Email:
Supervisor:

Immigration Information

Passport Expiry:
Study Permit Expiry:
Via or eTA expiry:
UHIP or other health coverage details

Support Team:

- International student advisor
- Supervisor or academic advisor
- Graduate program coordinator
- Career Services
- Wellness and academic supports

What support do I need to make my transition successful?

Year One - Settle in and Build your Foundation



This year is about

Getting settled in Canada, understanding your immigration responsibilities, starting strong in your program, and building a clear research or coursework plan.

My goals this year

- Academic or Research Goal:

- Work or Career Goal:

- Immigration Goal:

My checklist

- Review my passport, study permit, visa or eTA, and other travel or immigration documents with an international student advisor.☐
- Apply for a Social Insurance Number (SIN) if eligible.☐
- Set up a bank account and phone plan.☐
- Confirm my course registration or research milestones with my graduate program.
- Meet with my supervisor, graduate chair, or academic advisor to map out my degree or thesis timeline. ☐
- Learn the rules for working during my studies, including any limits or restrictions that apply to my status.☐
- Use campus supports such as student wellness, writing support, teaching support, and career services.☐
-

Important dates to track



Orientation deadlines:

Study permit expiry:

Visa or eTA expiry:

First advisor meeting:

Research or course milestone dates:

Appointments to book

- International student advisor
- Academic advisor
- Graduate program coordinator
- Career Services
- Student Wellness Services
-

Make an appointment with a QUIC Advisor

My top next steps

Notes



Year Two- Build Progress and Experience



This year is about

Maintaining strong academic standing while making steady progress on research and professional development.

My goals this year

- Academic or Research Goal:
- Work or Career Goal:
- Immigration Goal:

My checklist

- Stay enrolled full-time if required by my program and immigration status. ☐
- Meet regularly with my supervisor or thesis committee to stay on track.☐
- Attend workshops, conferences, or seminars that build my research and professional skills.☐
- Look for teaching assistant, research assistant, internship, co-op, or related experience opportunities if appropriate. ☐
- Update my CV, LinkedIn profile, and research profile or portfolio.☐
-

Important dates to track



Progress review date:

Conference or workshop dates:

Funding or assistantship deadlines:

Immigration document review date:

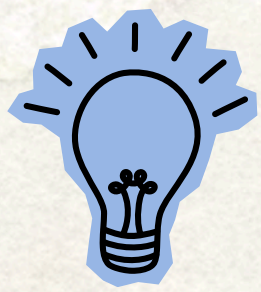
Appointments to book

- Supervisor
- Graduate program advisor
- Career Services
- International student advisor
-

Make an appointment with a QUIC Advisor

My top next steps

Notes



Year Three - Prepare for Completion



This year is about

Confirming my remaining degree requirements, strengthening my experience, and starting preperation for post-graduation work options.

My goals this year

- Academic or Research Goall:
- Work or Career Goal:
- Immigration Goal:

My checklist

- Confirm my thesis, dissertation, capstone, or final course requirements.☐
- Meet with my supervisor and graduate program advisor to review my completion timeline.☐
- Attend information sessions about post-graduation work permits and other immigration pathways.☐
- Keep building research output, networking, publications, presentations, or relevant work experience.☐
- Gather documents I may need after graduation, such as completion letters, transcripts, and proof of enrolment history.☐
-

Important dates to track



Degree progress review:

Final defense or project dates:

PGWP workshop dates:

Document collection deadline:

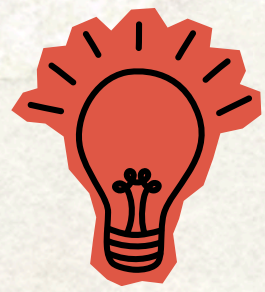
Appointments to book

- Supervisor
- Graduate program advisor
- International student advisor
- Career Services
-

Make an appointment with a QUIC Advisor

My top next steps

Notes



Year Four - Finish Strong and Transition



This year is about

Completing my degree requirements, confirming graduation documentation, and preparing for the transition from school to work.

My goals this year

- Academic or Research Goal:
- Work or Career Goal:
- Immigration Goal:

My checklist

- Complete my final requirements on time while maintaining the status required by my program.☐
- Confirm graduation requirements with my supervisor or graduate advisor.
- Meet with an international student advisor for post-graduation work permit preparation support.☐
- Prepare my application materials and submit my post-graduation work permit application as soon as I receive official written confirmation of program completion, if eligible.☐
- Continue networking, applying for jobs, and preparing for interviews or next-step applications.☐

Important dates to track



Final submission deadlines:

Completion document date:

PGWP target date:

Job application deadlines:

Appointments to book

- Supervisor
- Graduate program advisor
- International student advisor
- Career Services
-

Make an appointment with a QUIC Advisor

My top next steps

Notes



Additional Notes

Additional Notes

Academic Advisors:

Name:

Email:

Faculty Support:

Academic Support:

- Student Accessibility Services
- Student Academic Success Services
-

Community Resources

- ISKA
- Dress for Success
- Well Suited
- Community Ethnocultural Groups
-
-

Student Wellness Services

Cross Cultural Counsellor available

Contact Student Wellness at:

613-533-2506

- UHIP questions:

  uhip@queensu.ca

Community Building:

- SGPS
- Student Clubs
- Ban Righ Centre
- Yellow House
- QUIC

Other:

- Off Campus Living Advisor
- Career Services
- SGPSA
-
-
-




I'M DONE
SUBJECT - 6969