

Re: Manitoba Paid Work Experience Tax Credit Program

Dear Co-op Employers,

This is to make you aware of the new “**Manitoba Paid Work Experience Tax Credit**” program. As of January 1, 2016, this program replaces the previous “Co-op Education and Apprenticeship Tax Credit” and “Manitoba Career Focus” programs.

Employers who hire our post-secondary Co-op Work Term students and/or our graduates can take advantage of this program. The benefit rates are:

- for post-secondary Co-op students, 15% of wages/salaries, up to a max. of \$5,000 per student
- for new graduates, 15% of wages/salaries, up to a max. of \$2,500 per graduate for the first two years of employment

These tax credits provide hiring incentives to Manitoba employers who offer work to our students. All components of the tax credit are fully refundable.

To receive the credit you need to have proof that the student was registered in the Co-op Work Term during the tax year. You can get proof of Co-op registration by one of the following methods:

- 1) Ask the Co-op student for proof that they are registered in the Co-op Work Term. This will be either a letter or an email sent to the student, by the College, stating that they are registered. It will indicate the student’s name, student number, the respective Co-op Work Term, the program which the student is enrolled in and specify the start and end dates of the Co-op Work Term. Graduate students could provide you with their proof of graduation.
- 2) Email the Co-op Coordinator, CivilCo-op@rrc.ca, and request proof that the student is/was registered in the Co-op Work Term. We will then send you a confirmation email.

Either way, you will retain the proof of Co-op registration for your records when filing for the Manitoba Paid Work Experience Tax Credit on your provincial taxes.

For more information on the “Manitoba Paid Work Experience Tax Credit” please contact;

Manitoba Tax Assistance Office
809-386 Broadway
Winnipeg, MB R3C 3R6
(204) 948-2115; toll free 1-800-782-0771
Email: TAO@gov.mb.ca

We look forward to your support in training our Co-op Education students.

Sincerely,

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Co-Op Education Office Email: CivilCo-op@rrc.ca

Would you like to meet via Webex?

Visit: <https://redrivercollege.webex.com/meet/dyanchynski>
Dylan’s Virtual Meeting Room Number: 962 043 103