



TO: Committee on Academic Policy and Programs

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AGENDA ITEM: 6

**ITEM IDENTIFICATION:**

**List of University of Toronto programs eligible for the Ontario Co-operative Education Tax Credit, 2011-12 (under Section 88 of the *Taxation Act, 2007*)**

**JURISDICTIONAL INFORMATION:**

The Committee on Academic Policy and Programs has general responsibility for policy on, and for monitoring, the quality of education of the University.

**PREVIOUS ACTION TAKEN:** none

**HIGHLIGHTS:**

The attached document is a list of graduate and undergraduate programs at the University of Toronto that incorporate paid work placements or internships that meet the criteria of the Ontario Co-operative Education Tax Credit. This program allows businesses to claim a tax credit for any qualifying paid student work placement to a maximum of \$3,000 per placement. The regulations require eligible educational institutions to submit a list of programs that meet the criteria of eligibility to the Ministry of Finance.

Under Section 88 of the Provincial *Taxation Act, 2007* the criteria that the placement or internship must meet include:

1. The student must be engaged in productive work during the placement and not be just an observer,
2. The work placement is:
  - a. not less than eight months or more than sixteen months, for a qualifying internship program or
  - b. at least 10 weeks for all other qualifying co-operative education programs,
3. The student is paid for the work performed during the placement,
4. The employer supervises and evaluates the student's job performance during the placement and
5. The educational institution monitors the student's progress in the work placement.

6. The total time spent in the work component is not more than 75 per cent of the total time spent in required academic study, and
7. The total time for mandatory work component must be at least 30 per cent of the total time spent in required academic study.

The terms of the tax credit require all eligible educational institutions to keep “proper documentation to prove that its governing body or its authorized delegate has stated that the submitted list of programs to the ministry meet the above requirements.” See <http://www.rev.gov.on.ca/en/bulletins/ct/4014.html#whatisaqualifyingcoop>.

This tax credit has been in place since the 1990’s and a number of U of T programs have been issuing the required certificates to businesses that allow employers to claim the Co-operative Tax Credit. What is being brought forward now is an expanded list. In consultation with Faculty Deans’ Offices, the Director, Arts and Science co-op UTSC, and the Director of the Engineering Career Centre, the Provost’s Office has compiled a list of all eligible programs. The intention is to update the list each spring and bring it forward annually to the 5<sup>th</sup> cycle of Governance in order to ensure that all potential private sector employers can benefit from the incentive.

**FINANCIAL AND/OR PLANNING IMPLICATIONS:** None.

**RECOMMENDATION:**

It is recommended that the Committee on Academic Policy and Programs approve:

The List of University of Toronto programs eligible for the Ontario Co-operative Education Tax Credit, 2011-12.