



ventureforcanada

Your Internship Program Journey Guide

A simple step-by-step guide to applying, hiring, and receiving your wage subsidy through Venture for Canada.

What you'll do:

Apply, verify your business, hire a student, request funding, complete paperwork, and receive your subsidy in two payments.

What VFC does:

Reviews your eligibility, confirms your student-employer match, provides next steps, and processes your subsidy.

Step 1

Apply

Complete the [Employer Application](#) so Venture for Canada can review your organization's eligibility for the Internship Program.

You'll need

- Organization information
- Primary contact details
- Business information

Venture for Canada Internship Program

New to Venture for Canada's Internship Program?

Applications for Fall 2026 are now open!

Apply for your best chances to secure funding for Fall 2026 and beyond! Submitting an application is the first of 3 main steps and does not guarantee your spot on the funding list.

[Start my application](#)

Previous Eligible Employer?

Hiring requests for Fall 2026 internships will be accepted from June 8th until August 28th.

Contact us at internemployers@ventureforcanada.ca if you have any questions.

[Submit a Hiring Request](#)

Next:

 Watch for an email from VFC with your application status and next steps.

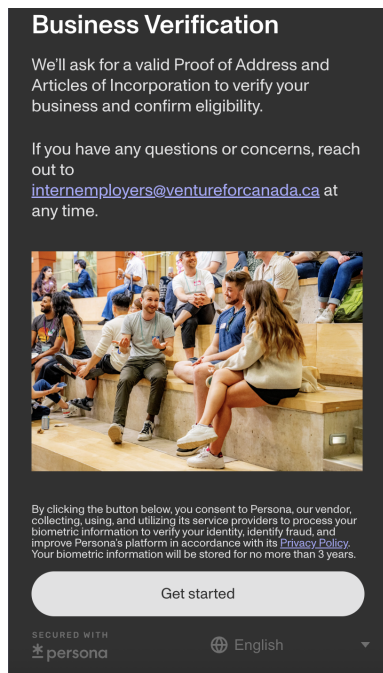
Step 2

Complete Business Verification

Once your application has been reviewed, you'll receive instructions to complete the next eligibility steps.

You'll be asked to:

- Complete [Third Party Business Verification](#)
- Watch the [Employer Onboarding Webinar](#)



This helps confirm that your organization is eligible and ready to participate in the program.

Next:

➡ Once confirmed as an Eligible Employer, you're ready to recruit.

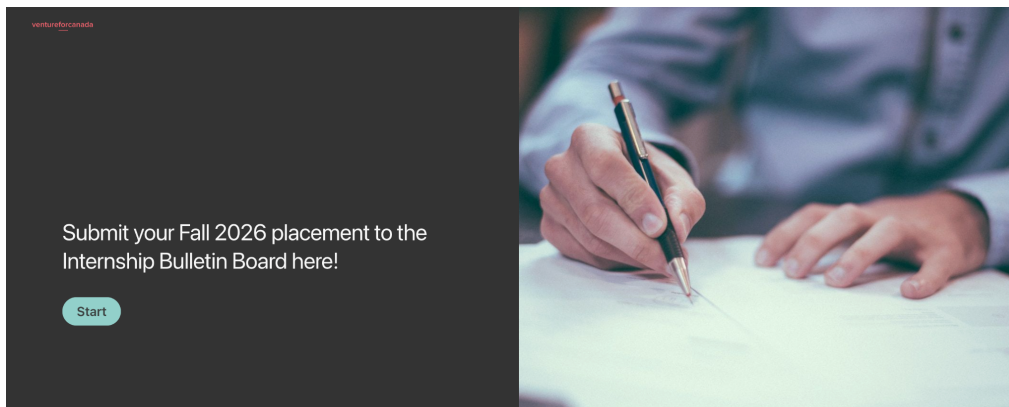
Step 3

Recruit an Intern

Choose the recruitment method that works best for your organization.

Option A

Post your opportunity on the Internship Bulletin Board so eligible students can discover and apply to your role.



Option B

Hire an eligible student you've already identified through your own network, school connections, or existing recruitment process.

Next:

➡ Select your preferred candidate and make an offer.

Step 4

Submit the Hiring Request Form

Once your candidate has accepted the offer, complete the Hiring Request Form so VFC can review the internship match and confirm funding eligibility.

You'll include:

- Student information
- Position details
- Wage information

- Internship start and end dates

Hiring Requests for the Fall 2026 Internship Program are now open! The password to access this form was sent to business-verified eligible employers by email on June 8, 2026 at 10:00 AM PST.

To submit a Hiring Request and secure your place in the funding queue, your student must have already verbally accepted your job offer. Funding can only be allocated to employers who are fully eligible and have completed the application, watched the onboarding webinar, and completed third-party business verification.

More information can be found [here!](#)

[Contact us](#) if you have any questions or concerns!

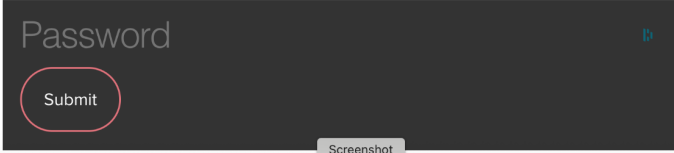
Les demandes d'embauche pour la cohorte de l'automne 2026 du Programme de stages sont maintenant ouvertes ! Le mot de passe pour accéder à ce formulaire a été envoyé par courriel aux employeurs admissibles et vérifiés par l'entreprise le 8 juin 2026 à 10 h (heure du Pacifique).

Pour soumettre une demande d'embauche et sécuriser votre place dans la file de financement, votre étudiant doit avoir déjà accepté verbalement votre offre d'emploi.

Le financement ne peut être attribué qu'aux employeurs pleinement admissibles ayant complété la demande, visionné le webinaire d'intégration et terminé la vérification de l'entreprise par un tiers.

Pour en savoir plus, cliquez [ici](#) !

[Contactez-nous](#) si vous avez des questions !



Important:

Funding is not confirmed until your Hiring Request is reviewed and approved by VFC.

Next:

➡ Wait for funding approval and any required follow-up.

Step 5

Complete Paperwork + Start the Internship

Once your Hiring Request is approved, complete the required employer paperwork and prepare to welcome your intern.

You'll complete:

- Funding Contract

Venture for Canada Internship Program
FALL 2026
EMPLOYER CONTRACT

SERVICES

☐ I understand and agree to the above section regarding services. *

The Employer agrees to:

- Wage Subsidy Form

 ventureforcanada

Fall 2026 Wage Subsidy Form

Thank you for participating in our Fall 2026 cohort and submitting all the requested documents, this form allows us to accurately calculate your allowable wage subsidy.

You must complete ONE form for EACH intern. In order to complete this form you will need your intern's:

- Signed Offer of Employment
- Company void cheque or direct deposit form
- Payroll setup for your intern

Then, your intern can begin their placement and participate in Venture for Canada's professional development programming.

Next:

 Begin the internship and keep payroll records for reporting.

Step 6

Receive Payments & Wrap Up

You'll receive half of your eligible subsidy via direct deposit **within the first 45 days of the internship start date**, and the remainder is paid within 45 days after the internship end date.

After the internship ends, VFC will send the final payment email, which includes the program exit survey and financial reports.



You'll need to provide:

- First pay stub
- Last pay stub
- Any required final reporting documents

Congratulations!

🎉 You've successfully completed your Internship Program journey.

Helpful Reminders

- 💡 Funding is limited and confirmed only after an approved Hiring Request Form.
- 💡 Complete Business Verification before submitting a Hiring Request.
- 💡 Hiring Requests should only be submitted after the student accepts your offer.
- 💡 Keep an eye on email communications for important deadlines and reporting requirements.