UNIVERSITÉ Concordia UNIVERSITY

INSTITUTE FOR CO-OPERATIVE EDUCATION

Co-op Information Session
Potential Students

Co-op Definition

- Alternating study semesters with **paid** work terms

- Work experience **related** to the field of study

- Work situation **developed and approved** by the Co-op Institute

- Work experience **supervised and monitored** by employer and the Co-op Institute

- Time spent in periods of work experience must be **at least 30%** of the time spent academically

Co-op at Concordia

- Since 1980
- 39 Undergraduate Co-op programs
- 4 graduate Co-op programs
- All four faculties are represented
- More than 1500 students
- More than 900 work terms per year
- $7 million earned by Co-op students last year
- 3000 Co-op job postings annually
- $9650.00 in Co-op awards in 2013
- Staff of 20 people

Co-op Requirements

- 3 Mandatory Work Terms
- Full-time status every semester (12 credits)
- Must begin and end with a study term
- GPA minimum
- No failed work term
- Follow academic course sequence
- Code of conduct to follow

Concordia

How Co-op is Run

- **Co-op Program Coordinator**

A staff member from the Institute for Co-operative Education who is responsible for the job aspect and operational aspect (e.g. job development, preparing students for the work term, work site visit, etc.)

- **Co-op Academic Director**

A faculty member from the respective department who is responsible for the academic aspect (e.g. academic advising, marking work term reports, etc.)

Work Term Location

- Montreal and surrounding areas

- Ottawa

- Toronto

- Other Canadian Provinces

- Outside Canada

Job Application Process

- COMPASS

- On your own

Co-op Sequence

	Fall	Winter	Summer
Year 1	Study	Study	Off/Study
Year 2	**Study**	Study	Work1
Year 3	Study	Work2	Work3
Year 4	Study	Study	

Concordia

Fees

- Co-op fees
  - $185 x 8 semesters (total of $1480)
  - Charged to student's account
  - Start paying in first school semester
  - Reasons:
    - To partially cover the administration fees
    - To receive career services from Co-op

Concordia

Work Term Requirements

- Apply to jobs
- Reflective Learning Goals Form
- Employer Evaluation – set goals
- Work site visit
- Employer Evaluation – complete
- Work Term Report
- Reflective Learning Seminar

Benefits at the End

It won't be easy but…

- 12 months of paid full time work experience in your field
- Much improved CV and Cover Letter skills
- The experience to write a cover letter
- You know what you want and what you don't want
- New soft and technical skills
- You know how to look for a job
- Find out what employers want
- Grow network
- Earn while learning
- Develop independence and maturity

Admission Requirements

- Full time student in Anthropology or Sociology
- GPA of 2.8
  - This is a minimum requirement and does not guarantee that students with a GPA of 2.8 or higher will get in
- Must be in the Honours, Major or Specialization program
- Second year student
- Completed Application form
- No late applications will be accepted

Concordia

Contact Info

Dr. Satoshi Ikeda

satoshi.ikeda@concordia.ca

848-2424 ext.2899

Jane Fairhurst

jane.fairhurst@concordia.ca

848-2424 ext. 3965

CONCORDIA.CA