

# CO-OPERATIVE EDUCATION PROGRAMS

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Co-operative Education (Co-op), constitutes part of the student's formal education. A form of work integrated learning, Co-op is a model of education that integrates a student's academic learning with periods of paid workplace learning in fields relevant to the student's academic and personal/professional goals. The co-op work term is scheduled after second academic semester, providing an academic foundation on which to build the work experience.

The work term is developed in collaboration with the employer and is approved by the institution as a suitable learning environment. Students participate in a competitive employment process to secure an approved co-op work term that is relevant to the student's area of academic study. COOP\*1120 Introduction to Co-operative Education, a mandatory, non-credit course, is a prerequisite for the first co-op work term and prepares the student for the employment process.

The student's performance in the workplace is supervised and evaluated by the student's employer using the Work Performance Evaluation tool. The student's progress during the work term is also monitored by the Experiential Learning Hub (EL Hub), which may include a site visit during the co-op work term and a review of the student's official Learning Goals. A Co-op Work Report is required for each co-op work term and is graded by an assigned Co-op Advisor. All evaluation grades will appear on the student's official transcript.

The Co-operative Education program at the University of Guelph is accredited by the Co-operative Education and Work Integrated Learning Canada (CEWIL), therefore standardized guidelines regarding co-op programs will be followed at all times.

Course requirements and schedules of studies are listed under the appropriate associate diploma program in this chapter.

In addition to Co-operative Education the EL Hub supports, trains and leads students and alumni as they make career and further education planning decisions. Successful students connect with the EL Hub early in their academic career and take full advantage of the career planning and job search services offered. The EL Hub helps students to discern "what to do with their diploma". As well, the EL Hub job posting service, Experience Guelph, provides online job postings including full-time, part-time, contract, seasonal, summer and internships. Job & Career Fairs and employer networking events also provide exposure to the working world. Please refer to <https://www.recruitguelph.ca/cecs/> for more information.