Cooperative Education: 
Developing an Experience to Remember
Co-op Discussion

- Student’s Role in Co-op
- Employer’s Role in Co-op
- LTU’s Role in Co-op
- Benefits of Co-op
Student’s Role in Co-op

- Gain knowledge of new tasks, duties, activities, and processes of the profession

- Learn to present as a professional on campus and the community

- Develop an understanding of typical company policies and procedures
Student’s Role in Co-op Cont.

- Develop effective interpersonal communication in the workplace

- Ability to network with professionals in the field of interest

- Ability to connect classroom theory to practical experience.
Employer’s Role in Co-op

- Design project(s) or assignment(s) that align with the company’s and LTU’s objectives and degree discipline

- Introduce and establish a working relationship between the supervisor/mentor and the co-op student

- Maintain open communication with LTU and the appropriate departments
Employer’s Role in Co-op Cont.

- Coordinate and assist the student to understand the employment process
- Establish goals and evaluate performance of the co-op student
- Provide adequate training for project(s) or assignment(s)
LTU’s Role in Co-op

**Career Services**
- Provide services of career planning and preparation for prospective co-op students

- Develop an academic component for the Co-op Program and design interactive activities for students placed with a company

- Maintain a continuous process of communication and advising throughout the co-op experience.
Benefits of Co-op

- **As a student:**
  - Value the classroom theory and gain a better understanding of in-class assignment(s)
  - Develop the holistic character (e.g. career maturity, self-confidence, discipline, responsibility, etc.)
  - Enhance career opportunities at graduation and beyond
  - Connect with key employers from networking
Benefits of Co-op Cont.

- **As an employer:**
  - Effective tool to recruit future permanent employees
  - Provide co-op students a learning environment to express and develop innovation
  - Effective marketing strategy to promote the company to graduating seniors and alumni
  - Develop a relationship of loyalty with LTU and students
Eligibility Requirements

• Attend a Co-op Orientation

• Resume Critique/Co-op Application Meeting with OCS staff

• Good Academic Standing (2.25)
Co-op Approved Programs

- Mechanical Engineering
- Electrical Engineering
- Engineering Technology
- Computer Science
- Mathematics/Computer Science
- Information Technology
- Psychology
- Physics
- Civil Engineering
- Computer Engineering
- Construction Management
- Industrial Management
- Technology Management
- Chemistry
Co-op Work Patterns

- **Alternate Pattern** – A student would alternate between a full-time co-op assignment (approximately 35-40 hours per week) one semester and attend school full-time the following semester.

- **Concurrent Pattern** – A student would work a co-op assignment part-time for an approximately 20-25 hours per week and register for at least 6 credit hours (part-time status/full-time in the summer).

- **Parallel Pattern** – A student would work consecutively back-to-back semesters on a full-time co-op assignment for approximately 35-40 hours per week each semester.
How Do We Find Co-ops?

- Employers request resumes

- Office of Career Services provides key employers resumes per semester.

- Interviews are at LTU and/or employer worksite.

- Career-related events (eg. job fairs, networking sessions, etc.)
I Got the Co-op!

- Inform the Office of Career Services and confirm start dates.
- Forward job offer letter from employer
- Register for Co-op Practicum I
How Do I Contact the Office of Career Services?

Buell Management Building M130
248-204-3140
ltuocs@ltu.edu

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Questions