

## **SFU's International Co-op Readiness Checklist**

**\*\*NOTE: This form must be completed and uploaded into your "Documents" for EACH job applied to on Symplicity.**

Job #: 72484

Employer (Organization): Microsoft

Location (City, Country): United States(Nationwide)

Student Name: Mehak Gupta

Date: July 20, 2017

Co-op Program: Computing Science

SFU ID #: 301311972

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International co-op requires a high degree of flexibility and commitment from candidates wishing to experience co-op work terms outside of Canada. In order for Co-operative Education at Simon Fraser University to fully support and represent you, we need to be assured of your full commitment to this endeavor, from the initial point of the job application through to the beginning and completion of an international co-op work term.

Please carefully review the following checklist. Take your time and discuss any concerns you may have with your co-op coordinator, family, and significant others before electronically signing it (type your name in the appropriate field). **\*\*IMPORTANT:** By submitting this document, you are entering into an international job search and are expected to fulfill your obligation to carry through with the Co-op process.

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### **Instructions: Check Appropriate Answer.**

1. Have you discussed the full ramifications of working outside of Canada with your parents / guardians / significant other and reached an agreement to follow through should an international opportunity become available? Yes ☒ No ☐
2. If applicable, do you have your parents' / guardians' permission to apply for jobs and work outside of Canada? Yes ☒ No ☐
3. If applicable, have you considered how an international co-op work term will affect your living situation (i.e., tenancy, rental agreement, etc.) here in Canada, and have you made plans to handle this? Yes ☒ No ☐
4. Does an International Co-op opportunity fit with your academic plan? Yes ☒ No ☐
5. Have you given consideration to how this placement will affect you financially and do you feel comfortable with this? Yes ☒ No ☐



6. Have you checked with respective departments that may be affected during your absence (i.e., scholarships, loans, etc.)? Yes ☒ No ☐
7. Are you available for an International Co-op work term for which you are currently applying, regardless of other potential opportunities? Yes ☒ No ☐
8. Have you given consideration to any personal health concerns and how you will deal with them in an international context? (Living abroad may magnify pre-existing health issues) Yes ☒ No ☐
9. Do you have any personal commitments (eg. wedding) during the work search and placement time frame which would preclude your full time participation? Yes ☐ No ☒
- a. If yes, explain:
10. Are there any outstanding concerns regarding an International Co-op work term that might preclude your full participation in the work search and term? Yes ☐ No ☒
- a. If yes, explain:
11. Are you aware that if you are placed in an international work term you will need to complete Bridging International Learning (BIL) and submit all required documents? Yes ☒ No ☐

## DECLARATION

Having made these considerations, I fully agree to follow through with the International Co-op job application and interview process and will accept a job for which I have applied and interviewed.

If I have any concerns about a position or my interest in accepting a position changes following an interview, I will discuss this with my co-op coordinator immediately.

I understand that my withdrawal from an international opportunity once an offer has been made by an employer may jeopardize my standing with the co-op program.

By submitting this e-form I, \_\_\_\_\_, indicate that I have carefully reviewed the above criteria and all information is correct to the best of my knowledge.