



WORK INTEGRATED
LEARNING

CO-OPERATIVE
EDUCATION

Co-operative Education Agreement: Revised February 2018

Last Name: San Gabriel First Name: Kevin Student Number: 301342241

This agreement outlines key elements of participating in Simon Fraser University's Co-operative Education program and is consistent with accreditation standards outlined by Co-operative Education and Work-Integrated Learning Canada (CEWIL).

I understand:

- Undergraduate work and study semesters normally alternate and that the successful completion of three work terms is required for a Co-operative Education degree designation.
- Graduate students should refer to the SFU Calendar for program information.
- Both work and study semesters are normally full-time and students are expected to end on a study term.
- Students must remain in good academic standing with the University and are expected to abide by the guidelines outlined in the Co-op Student Handbook (<http://www.sfu.ca/coop/students/guide/intro.html>).
- Acceptance into the Co-op Program does not guarantee employment during the program or after graduation.

Upon acceptance to the Co-op Program, I consent to the disclosure of:

- My academic transcript, resume, cover letter, and any portfolio pieces to current and potential employers, or to verify eligibility for funding, in order to facilitate the Co-op hiring process.
- My work report for other students to view in order to provide insights into the experience(s) I had with specific employers, unless I explicitly request in writing that the report be treated as confidential.

I understand that upon securing Co-op employment:

- I must register in the appropriate Co-op practicum course and pay tuition and applicable student fees for each work term as stated in the SFU Calendar.
- If my practicum is extended for an additional semester, or if I return to work for an additional work term with a previous Co-op employer, I will register and pay tuition and applicable student fees.

Student Initial

Finally, I agree that I will notify my Co-op Program as to any changes in plans that will affect my participation in the Co-operative Education Program.

For International Student Only:

I understand that before accepting a Co-operative Education work placement in Canada, it is my responsibility to obtain and maintain the following:

- A valid Co-operative Education work permit through Immigration, Refugees and Citizenship Canada (copy of the work permit should be submitted to your Co-operative Education Program)
- British Columbia Medical Services Plan (BC MSP) coverage

Student Signature:

Date: 18/11/17

Co-op Approved: yes

The information on this form is collected under the general authority of the University Act, FIPPA (RSBC 1996, c.165). It is related directly to and needed by the University in order to administer your application to the Co-operative Education Program. If you have any questions about the collection and use of this information, please contact a Simon Fraser University Co-operative Education Coordinator (<http://www.sfu.ca/coop/contact.html>)