



Work Term Agreement

Arts & Science Co-op Programs

1265 Military Trail, Toronto, Ontario M1C 1A4 | T: 416-287-7260 | F: 416-287-7273 | askcoop@utsc.utoronto.ca

Please return this form to the Arts & Science Co-op Office either fax or mail. Our contact information is outlined above.

Student Name: Lucy Xing (Yadi) **Program:** Computer Science
Employer Organization: University of Toronto - Scarborough
Student's Supervisor: Julia Bronfenbrener **Title:** Manager, Application Development
Address: 1265 Military Trail

City: Toronto **Province:** ON **Postal Code:** M1C 1A4
Telephone #: 416-287-7505 **Fax #:** 416-287-7619

Email & web address: bronfen@utsc.utoronto.ca

Number of Work Terms (check one option): ☒ 1 ☐ 2 ☐ 3

Work Term Duration: ☒ 4 months ☐ 8 months ☐ Other, please specify: _____

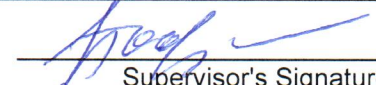
Start Date: May 4, 2015 **End Date:** September 4, 2015

No. of Hours of Work per Week: 35 **Rate of Pay:** \$17.00
(Hourly, weekly, bi-weekly, monthly or annual)

Responsibilities of the Co-op Employer:

- Fill out a clearly defined job description(s) for the Co-op student(s), append it to this agreement and submit both by fax to the Co-op Office.
- Supervise and guide the student during the work term and report any problems to Co-op Office.
- Complete a mid-term evaluation form and final evaluation form and discuss them with the Co-op student. Then submit the forms to the Co-op Office by the dates indicated.
- Pay the student according to the rate of pay and hours of work outlined above.

Note: If your student requests to complete a course while on work term, they will present to you a form for approval. If their request is approved, please sign the form and have your student submit it to our office for final approval. Initial approval of this request is entirely up to the discretion of the Co-op employers.


Supervisor's Signature
Julia Bronfenbrener
Supervisor's Name (Print)
Apr 21, 2015
Date

Student's Signature

Student's Name (Print)

Date

Trying On Hats

Twice a year, we run an extern program which is only open to current U of T Scarborough Arts & Science Co-op employers. This program pairs a first year student with a student currently on work term and their work term supervisor for ½ day, 1 day or up to 5 days. There is no charge for participating. Are you interested in hosting a student?

☒ Yes ☐ No ☐ Please send more info. If yes, for which session: ☐ Winter ☐ Summer ☒ both