

**School of Engineering
Department of Electrical and Computer Engineering**

**14:332:496/497 CO- OP INTERNSHIP
APPLICATION FORM**

This form MUST be completed before registering for **Co-op. It must be approved by the Undergraduate Director.*

*** Engineering students who have completed required major courses through the first semester of the junior year and have a cumulative GPA of at least 2.5 are eligible to participate in the Co-Op program*

I. PERSONAL INFORMATION

Student's Name (Print):

(Last)

(First)

Phone: _____ *Class of:* _____

RUID: _____

Email: _____

Summer/Fall Course _____ *or Spring/Summer Course* _____

Start Date: _____ *End Date:* _____

II. EMPLOYER INFORMATION

Employing Institution:

Supervisor/Contact Name(s):

1. _____ *Phone/Fax:* _____

Email: _____

2. _____ *Phone/Fax:* _____

Email: _____

Job Description:

III. Regulations:

1. Three **Co-op** credits count towards **electrical or computer elective** and another three credits count toward **technical elective**.
2. Graded on a Pass/No Credit scale
3. Interim reports should be submitted monthly (up to 4 pages each) to the faculty advisor and undergraduate director
4. Final report (minimum of 10 pages) and project poster **MUST** be submitted at end of **Co-op** summarizing work to the faculty advisor and undergraduate director
5. Supervisor(s) **MUST** submit evaluation at the end of the **Co-op**
6. Only **TWO** courses may be taken while on **Co-op**. Only **ONE** course during the day.
7. **MUST** work continuously for 6 months (Semester+Summer)
8. Full-time job assignment required

IV. Signatures:

I have read the above regulations and understand the rules for my **co-op assignment**

Student's Signature: _____ Date: _____

Faculty Advisor's Name and Signature: _____ Date: _____

Undergraduate Director Signature: _____ Date: _____

Index Number: _____ **Special Permission Number:** _____

Title of the project: _____