

Co-operative Education Program Application Form 2021-2022

Please note that applications to join the Co-operative Education Program for the 2021-2022 are open from June 1, 2021 and close on October 1, 2021. Accounting students must apply by September 1.

Eligibility Requirements:

Read all of the requirements carefully. In order to be eligible for the Co-op Program the following student requirements must be met:

1. Students must be registered in an undergraduate degree program within the departments of Applied Computer Science, Business or Economics at the University of Winnipeg.
 - a. If you pursuing a degree outside of these areas, please submit an application to see what Work-Integrated Learning opportunities may be available to you. Areas of study outside the ones mentioned above are reviewed on a case by case analysis
2. Completed at least 21 credit hours of study at time of application
3. Students must have a **minimum GPA of 3.0 (CGPA)** and/or in the case of the following:
 - i. **Transfer students** must have minimally 21 credit hours of courses from another institution, and maintain a GPA of 3.0 throughout the Academic Year.
4. Students **MUST** submit **all** of the following in order to be considered:
 - a. A completed application form
 - b. A recent Resume
 - d. At least two references (they must be available for contact by our office)
 - e. An unofficial transcript (this can be a screenshot from WebAdvisor)
5. Students **must** be returning to University after completing their work term (no exceptions)**
6. Students may submit any additional information via [email](#) that may be relevant to gaining acceptance into the program. For example: portfolio of accomplishments *optional

Next Steps in the Intake Process:

1. Applications must be received between June 1, 2021 and October 1, 2021, with the exception of Accounting Students who must have their applications in between June 1, 2021 and September 1, 2021.
2. All applications are reviewed as they come in during the Application period.
3. If your application meets the Co-operative Education Programs Eligibility requirements, you will be invited to complete a 750 word essay. The topics for the essay will be shared with you as you progress through the intake process.
4. Once your essay is reviewed, if moving forward in the process, you will be invited to an Interview with members of the Co-op Selection Committee. Each interview is 20-30 minutes.

5. The Co-op Selection Committee reviews each applicant's information, essay and interview to make an informed decision if an applicant will be allowed to join the Co-op Program. There is limited space in the program.
6. Once a Letter of Offer to join the Co-op Program has been extended and accepted, the student will have to pay the Co-op Fee (\$500.00 for the 2020/2021 year - subject to change without notice)

Note: The Co-operative Education Program provides professional training, supports and Co-op job postings, but does NOT guarantee students will be find employment for the work term. Students are ultimately responsible for finding and securing their employment.

- Name:

* First Last

- Student Number: *

- First three digits of SIN: *

Must be 3 digits.

- Main phone number: * - ### - ### ####

- UWinnipeg Webmail Email address *

- Address *

Street Address Address Line 2 City

State / Province / Region Postal / Zip Code

- Country

- Permanent Address (if different than above):

Street Address

Address Line 2

City State / Province / Region Country

- Degree Pursued (IE. Bachelor of Business Administration) *

- Major: *

- Current year of study (1st, 2nd, 3rd, etc):

- Anticipated graduation date:

(please note: you must be a returning UWinnipeg student)

MM/YY Maximum of 5 characters allowed. .

- Academic credits completed at time of application: *

- Number of credits enrolled in at time of application: *

- Most recent overall/cumulative GPA: *

- **Please provide at least two references (professional, academic or character):**

- Reference 1: Name First Last

- Reference 1:Phone - ### - ### ####

- Reference 1:Email

- Relationship/How do they know you

- Reference 2: Name First Last

- Reference 2:Phone - ### - ### ####

- Reference 2:Email

- Relationship/How do they know you

- Reference 3: Name First Last

- Reference 3:Phone - ### - ### ####

- Reference 3:Email

- Relationship/How do they know you?

- May we contact your references? *

- Yes No

- Please email your resume to coop@uwinnipeg.ca

- Please email an unofficial transcript to coop@uwinnipeg.ca . (This can be a screenshot from WebAdvisor)

- **Optional**

The University of Winnipeg's Co-operative Education Program asks the following question for statistical analysis, which will assist the Co-operative Education Program in tracking it's progress of providing supports these groups. The statistical analysis will be prepared by combining individual-level data into aggregate information.

- Please write which gender identity you identify as:

- In order to create the best Co-operative Education Program experience for Indigenous students, The University of Winnipeg asks that you self-declare if you are of Canadian Indigenous ancestry. By self-declaring, you will:

- Be considered for positions that are designated for Indigenous students.
- Provide information for statistical analysis, which will assist the Co-operative Education Program in tracking it's progress of providing supports for Indigenous Students

- Are you a Canadian Indigenous Person?

Yes No

- If yes, do you identify as one or more of the following:

First Nations Metis Inuit

- In order to create the best Co-operative Education Program experience for students who need Accessibility Services, The University of Winnipeg's Co-operative Education Program asks that you self-declare if you identify as having a visible or non-visible long-term or short-term or recurring physical, mental, psychiatric, sensory or learning impairment or other. By self-declaring, you will:

- Receive additional assistance from the Co-operative Education Program and Accessibility Services
- Be a part of an inclusive environment that promotes equality of employment opportunities
- Provide information for statistical analysis, which will assist the Co-operative Education Program in tracking it's progress of providing supports for students

- Are you a student who needs Accessibility Services?

Yes No

- In order to create the best Co-operative Education Program experience for International students, The University of Winnipeg's Co-operative Education Program asks that you self-declare if you are an International Student. By self-declaring, you will:

- Be considered for positions that are designated for International students.
- Be a part of an inclusive environment that promotes equality of employment opportunities
- Provide information for statistical analysis, which will assist the Co-operative Education Program in tracking it's progress of providing supports for International Students

- Are you an International Student (not a Permanent Resident)?

Yes No

- Privacy Notice:

The collection of personal information through this application is for the purpose of processing your application to the Co-operative Education Program. It is collected under 36(1)(b) of the Freedom of Information and Protection of Privacy Act. If you have any questions regarding the collection of your information, contact our Information and Privacy Officer at 204.988.7538 or 515 Portage Avenue, Winnipeg, MB R3B 2E9.