

HOW TO APPLY TO CO-OP?



When to apply?

Applications are only accepted in Fall and Winter terms, up until the DNE deadline.

What forms do I need for CO-OP?

You must complete and submit a [Sequence Form](#) to communication.coop@concordia.ca. The form contains a Proposed Course Plan which must have already been approved by the ECE Coop Program Director. The Co-op Institute has the final decision on your admission.

Admission Requirements:

- CGPA must be 2.5 or above.
- Students must begin and end their course plan with a study term.
- Students must start their Co-op program with a minimum of 60 credits remaining on their student transcript.
- Students must have at least **2 full study terms prior** to their first work term, **once admitted into COOP**.
- Students must return to school for a full -time study term after each work term, including their last work term.
- Students must complete **ENCS 282 prior** to their first work term.
- Students must maintain full time status every study term, including summer semesters (12 credits or more).
- Students must have **3 work terms** to be eligible to graduate with the Coop mention.
- Students cannot schedule a work term while taking their Capstone.
- Students must do at least one work term in a semester other than the summer semester.
- Students may take one course during their internship with permission of their employer.

International student policies:

- ❖ International students are required to be registered in a full-time course load during academic terms, regardless of the above policies.
- ❖ Students should consult the [International Students Office](#) with any questions.
- ❖ International students will receive a letter of support for their Co-op work permit application from the Institute upon admission to the program.

We recommend that you follow our course plan, but if you need to make changes, please review the guidelines on how to re-sequence.