

Cooperative Education Program

Summary

Columbus State University Center for Career Development has run the Cooperative Education Program for over 15 years. This program was created as a way to create long term relationships with employers off campus as well as give students more enhanced learning relevant to their major.

Purpose

This document presents the goals, benefits, and requirements of the Cooperative Education Program.

Policy

The Center for Career Development has run the Cooperative (Co-Op) Education Program for over 15 years. This program was created as a way to create long term relationships with employers off campus as well as give students more enhanced learning relevant to their major. It guarantees the employer a student employee at minimum (2) semesters if mutually agreeable for student and employer.

With this program, **students gain** experience in longer-term, impactful work while earning compensation and academic credit. **Employers benefit** from gaining new perspective and assistance in work from an educated employee longer than the typical (2) month internship timeline. *CSU Co-Ops differ from internships in longer length of time, less academic assignments and professional Student Affairs staff as the point of contact.*

Cooperative Opportunity (Co-Op) CSU Definition

Ø Any part time or full time paid position off campus that a registered CSU student is participating in that relates to their major or as applicable field experience.

Ø Student must be degree seeking (undergrad or grad) with a 2.5 institutional GPA.

Ø Student must not have worked previously with that employer, role, or field within the past year, therefore they would be learning new skills and applying their recent studies to the role.

Ø Student must not have gained any previous academic credit for their employment.

Benefits to Participating as a Co-Op

- Ø Relevant field experience is captured on the academic transcript
- Ø CSU advocating on behalf of the student and employer if needed
- Ø Creates a relationship of long term, meaningful experience that could lead to pipelining future co-op students as university learns and understands employers' work and talent needs (Co-Ops are encouraged to be 2 consecutive semesters at minimum if able)
- Ø Nothing changes in the current structure of the position (FT or PT employment)

Important Information

- Ø Co-op is 0 credit hours so it is no additional cost or requirement to the student.
- Ø Center for Career Development registers the student in the Co-Op each working semester.*
- Ø Brief survey evaluation needs to be completed at the end of each semester by the student and the employer, used as a reflection piece and to address any issues not already addressed.
- Ø Onsite visit is required for all new Co-Op placements by a CSU representative to verify safety and meaningful work.
- Ø Each new Co-Op placement requires one signed statement of agreement on file.

Related USG Policy

4.1.1 Institutional Responsibility

5.1 General Policy

Last Update

2016

Responsible Authority

Career Center Director & Employer Relations Specialist