

## **CO-OP PROGRAM**

Our Co-Op Program engages college students for paid work assignments that involve projects or responsibilities that are closely related to a student's area of study.

Two options are available. You can participate in our "Alternate" Co-Op Program, which allows two rotating work assignments in the spring, fall or during summer break. Or, if you attend an institution that allows "Parallel" Co-Op assignments, you may work on a part-time basis during the school year while attending classes.

Assignments are structured, challenging, professional, and relate to your area of study. These experiences allow you to sharpen your skills, develop a network of contacts, assess your strengths, and test classroom theories in real world settings.

Our Co-Op Program creates assignments that allow you to apply your educational knowledge to cutting-edge, real-world technology. Many of our participants alternate their work assignments and academic terms to maximize their learning potential. Students typically start work during their junior year and work two work periods.

Although we accept applicants from other majors, the most common majors for Co-Op positions are:

- Electrical Engineering
- Chemical Engineering
- Mechanical Engineering
- Industrial Engineering

### **Work Schedules**

Our Alternate Co-Op Program requires students to work for a minimum of two rotations. During each rotation, a student is expected to work each regularly scheduled workday.

The normal work week for a Co-Op is 40 hours. However, since we provide flexible work schedules, the business unit or department may be able to provide

flexibility in determining the student's actual work schedule.

Our Parallel Co-Op Program requires students to work on a part-time basis during the school year while attending classes. The typical work week for a Parallel Co-Op is 10-20 hours.

Students participating in either program understand that their participation as a Co-Op student may extend the length of time needed to complete their academic careers and attain their degrees.

### **Co-Op Program Eligibility**

To qualify for most Co-Op positions, you should

- Have a minimum 3.0 GPA
- Be enrolled in a four year college/university degree program
- Be enrolled in a formal co-op program with your school's Career Services Center

### **Benefits of our Co-Op Program**

#### **Competitive Compensation**

The compensation for our Co-Ops is strongly competitive. Co-Ops are paid on an hourly basis with the pay rate being determined by the highest academic status completed (i.e. Sophomore, Junior, Senior). Students are required to provide a copy of their transcripts to verify the total number of completed credit hours. Co-Op pay rates are reviewed and adjusted each year.

#### **Housing Stipend**

Co-Ops may qualify for a monthly housing stipend. Housing allowance is provided to students who must relocate to the area where their Co-Op/internship will be conducted.

#### **Holiday Pay**

Co-Ops enjoy the benefit of being paid for company-observed holidays (holiday schedules vary by location).

#### **Professional Development Opportunity**

Our program provides several professional development opportunities. We often offer Co-Ops the opportunity to attend workshops focused on career marketing strategies and presentation skills.

#### **Meaningful Projects**

Our program allows you to gain experience through truly meaningful work projects related to your field of study while making significant contributions to the business. You will make a connection between true applications of your skills and knowledge.