

**i am massively  
ahead of the  
game.**



# Co-op Expectations

## Student Orientation (Parent's Panel)

2008

Presented by  
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**this place  
thinks like  
i think.**



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# Co-op At Kettering Is:



- An “**Academic**” program integrating theory with practice
- Related to the student’s **major** area of study
- **Requirement** for graduation
- The completion of five **successful** co-op terms (three earned after junior status) plus a **thesis project**
- An **alternating** program with hourly or salary wages
- The school term = **11 weeks** (allows for a week of project transitioning, if necessary)
- The work term = **12 weeks**
- Good faith, long-term relationship (the goal is one company, one program)
- Incorporates “transferable skills”
- The same “**Code of Student Conduct**” for campus applies to the workplace



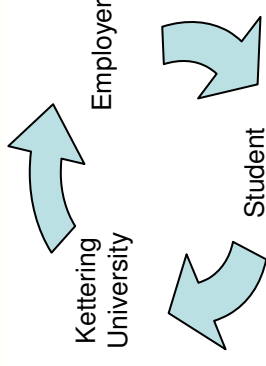
# Student Advantages

- Develop technical and non-technical skills
- Gain meaningful work experiences while in college
- Learn to operate as working professionals
- Build a network of professional contacts that can benefit them well beyond college
- Earn up to 2 ½ years of experience upon graduation
- Co-op can help improve their academic performance
- Co-op wages help to offset some of their college costs





# A 3-Way Working Partnership



- **The Players**
  - **Kettering University** (All departments and services)
  - **Employer** (Valued partner in education)
  - **Student** (The major player)
- **Requires**
  - Respect
  - Communication
  - Understanding



# Co-op Job Search & Timeline

The job search process starts with working hand-in-hand with the Co-op Manager and continues as an “on-going” process until a job offer is accepted and documented

- Resources
  1. The Co-op Manager
    - Available to help assist students in their job search
  2. Co-op Navigator (on-line system featuring Job Postings)
    - Freshmen have access starting April 2008
  3. National Co-op Employment Fairs
    - Held in April, August and November 2008
  4. On-Campus Interviews
  5. Employer On-site Interviews
  6. Telephone Interviews
  7. Personal Networks (developing key contacts)
    - Family & Friends, Current Students, Alumni, Student Organizations, Professional Organizations, etc.





# Parental Support

- Parents
  - Encourage **timely communication** with employers
  - Remind students to stay in **close contact** with their Co-op Manager
  - Stimulate conversation about job offers, but **don't force them** to choose
  - Remind them about **physical exams** and **drug screenings**
  - Stress the importance of **attendance, punctuality** and a **positive attitude**
  - Encourage students to **seek assistance** if they are facing difficulties
  - Remember, they are **not allowed to quit** without going through the proper reassignment process
  - Encourage students to **attend classes** and **all** Professional Development Seminars
  - **You are not allowed to interview with them or follow up for them** (employers want and expect to deal with the **students only**)
  - Love them, support them, encourage them, and **let them go to make you proud**