

Graduate Co-op Frequently Asked Questions

Will the Co-op Program place me into a job?

No. As a Co-op student, you are responsible for your own job search to find employment during your time in the Co-op program. We are here to support your job search.

The Co-op team at the Career Development Centre work with local, national, and international employers to post valuable jobs with a variety of growth opportunities for Co-op students. You will be able to apply for these opportunities on the Career Portal, our online job portal, or do your own self-directed job search. You will also be supported by the Co-op team before, during, and after your search with resume and cover letter review, job search strategies, interview practice, and successful workplace integration.

What are the costs of the program?

- Co-op students pay a one-time co-op fee, payable upon acceptance of a co-op job and registration in Aurora. This fee also covers mandatory pre-employment training workshops and individualized coaching.
- Depending on program, tuition for academic credit hours earned are paid as normal.

*Please note academic credit hour fees are subject to change as per Asper tuition guidelines.

**International students pay the same co-op fee as domestic students. Dependent on degree program, credit hour tuition fees may also apply. Tuition fees (credit hours) are subject to the same differential as academic tuition fees.

***International students must apply for and be in possession of a Co-op work permit, allowing you to work full time within the specified term.

Does Co-op count for academic credit?

Students on a Co-op work term are registered into a Co-op course, which allows you to maintain full-time student status that term. In the MBA, coop is an elective credit (3CH) toward your 60 credits needed for graduation. In the MSCM, a co-op work term or an applied project earning 3 credit hours is mandatory toward the 48 credits to graduation. In the MFin, co-op is auxiliary to the credit hours needed to graduate - it does not count for any program credit and no additional academic tuition fees are assigned. There may be additional student fees including library, Graduate student continuation fees, sport and recreation etc. For a full list please contact the Graduate Program Office.

Am I graded on a co-op work-term?

In the MBA/MFin co-op, students get a letter grade. You must complete all work term deliverables on time to pass the course with a minimum grade of C. In the MSCM, it is Pass/Fail. Academic components of the co-op term include:

- Learning objectives
- Work Term Report

In addition, you are expected to be available for a mid-term site visit with your supervisor and a member of the Co-op Office. You will also be asked to complete a post work term Program and Self-Evaluation. Your supervisor will also be asked to complete an Employer Evaluation at the end of the term to provide information about your performance and to assess the quality of the services provided by the Co-op Office.

Can part-time jobs count as Co-op?

No. Only full-time positions that are a minimum of 420 hours can count for Co-op (e.g., Fulltime equates to 35 hours per week for a minimum of 12 weeks. Normal co-op terms are 12-18 weeks in length).

Am I still eligible for student loans and scholarships while in Co-op?

For details about student loans or your scholarship status while in the Co-op program, see special circumstances for students receiving awards.

Can I apply to the Asper Graduate Co-op Program anytime throughout the year?

No. You can only apply to the Asper Graduate Co-op Program during the intake period which occurs twice a year in September and in January. MBA, MFIN and MSCM (2nd year students) are encouraged to apply in September. MBA students can also apply in January.

If you miss the intake period, you can apply again the following year if you still meet all eligibility requirements. Exceptions may be made in very rare and specific cases.

During the co-op term am I allowed to choose one course. If I choose one more, do I need special permission?

Yes, special permission from the Graduate Program office is required from a scheduling and commitment standpoint.

What happens if my application to the federal government for a co-op work permit is rejected or not responded to before the co-op term is scheduled to start?

If IRCC has not responded to or have rejected a co-op work permit application, you cannot accept or embark on a co-op work term. If something like this happens, schedule an appointment with the Graduate Program Office to check whether something can be worked out. A permit generally takes about 4-6 months to get approved by IRCC. Otherwise, MBAs can choose another elective, MSCMs can choose the applied project option, and MFin's can graduate in October instead.

Should we only apply for co-op jobs once the co-op work permit has been approved?

No. You may receive the work permit closer to when the co-op work term is scheduled to start. Waiting to apply for jobs until after receiving the work permit will limit your chances as the peak hiring season from most co-op employers will have passed. Should you receive a job offer but still not be in possession of the co-op work permit, please discuss options with a CDC Graduate Consultant.

Can I move my co-op term ahead in case I have not received a co-op work permit yet?

In this case, schedule an appointment with the Graduate Program Office to check whether such adjustments can be made.