Thank you for showing interest in Co-operative Education and the benefits for you as an Engineering student. The Price Faculty of Engineering has the largest Co-op program on campus, referred to as the Engineering Co-operative Education and Industrial Internship Program (Co-op/IIP).
This presentation is intended to give you the information that you will need to learn more about the program and whether it is a fit for you.
Your main contact will be your Co-op Coordinator. It is important to also watch for emails from other Co-op staff members as well, such as Emma, who assists the Coordinators in working with students.

For all our contact information visit the Co-op/IIP webpage Contact us [https://umanitoba.ca/faculties/engineering/programs/coopiip/contactus.html](https://umanitoba.ca/faculties/engineering/programs/coopiip/contactus.html)
Your main contact will be your Coordinator in your department area but there are other staff members too, who are always happy to help!

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There are many benefits of being involved in Co-op/IIP. Employers offer the opportunity for students to get paid, and gain engineering related industry experience locally and across Canada.
You will learn a lot about yourself by working in industry. The Co-op/IIP office staff and resources will help you get engineering related opportunities but it is up to you to do the work. Co-op staff are coaches!
There are many incentives for employers to hire students registered in a Co-op program. Many employers will only post their opportunities with the Co-op/IIP program. It is important to mention that you are a Co-op student on your resume!
Some of the most successful students have unexpectedly found themselves working in Fall and Winter and have said that this was the best experience they could have imagined. You might not have considered this for yourself—be open!

Sometimes Fall and Winter job search terms have less competition than the search for summer positions.

Short term positions add to your resume but in long term positions you become part of the team and really develop as an engineer. Consider 8, 12, and 16 month terms too!

To qualify as a work term work the work must be paid and full time hours. For more details check out our Co-op/IIP Handbook

Engineering Co-op/IIP has associated work term fees for each co-op term, no matter how you find that work placement.

The work term fees are one of the lowest Co-op fees on campus and throughout western Canada programs.

Many of our employers are accessing government incentives by hiring a registered co-op student. Registration in the co-op course (with the associated fees) is required for the employer to receive this benefit.

Engineering Co-op/IIP is an optional program. If you do not think you will benefit from the Co-op/IIP program, then the program might not be for you.
We highly encourage students to complete at least 3 work terms in Co-op/IIP and be eligible to graduate with a Cooperative Education distinction on your degree parchment. If you don’t complete all 3 work terms, you will still graduate but without this distinction.
Securing a job is hard work. The more effort you put into the process of looking and applying for jobs, the better chance you will have to secure a Co-op position. Students that ask for help in this process are often the most successful.
If you have no previous paid work experience, maybe this is the year to prepare for Co-op/IIP. **We strongly recommend you getting some kind of paid employment experience prior to entering Co-op/IIP.** Employers value previous work experience to ensure you are job-ready even if it is unrelated to engineering.
CareerConnect [www.uofmcareerservices.ca](http://www.uofmcareerservices.ca) is an online career management site for all students at the University of Manitoba. We have a dedicated section (portal) for [Engineering Co-op/IIP](http://www.uofmcareerservices.ca) within CareerConnect that manages our students, employers and postings. You will get very familiar with this web-based system if you become a student in our program.
The application for Engineering Co-op/IIP is in the Engineering Co-op & IIP portal in Career Connect.

You will **not be able to see Engineering Co-op & IIP** if you have not emailed Emma Menyer in our office. If you want to join Engineering Co-op/IIP **email Emma to gain access**. She will then give you permissions to allow you to access and complete an online application. **Include your student number and department in your email.**

For all our contact information visit the Co-op/IIP webpage Contact us [https://umanitoba.ca/faculties/engineering/programs/coopiip/contactus.html](https://umanitoba.ca/faculties/engineering/programs/coopiip/contactus.html)
For a complete list of our eligibility criteria, see our website.  
https://umanitoba.ca/faculties/engineering/programs/coopiip/student/students.html

If you do not meet all eligibility criteria please contact your Coordinator.

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Please note that if you want to work in January 2021 speak to your Coordinator about an accelerated intake process as soon as possible! If you require a Canadian co-op work permit, this might not be an option but you can discuss your particular situation with your Co-op Coordinator.

For all our contact information visit the Co-op/IIP webpage Contact us https://umanitoba.ca/faculties/engineering/programs/coopiip/contactus.html
Co-op/IIP staff are always here to assist even while working virtually. Please reach out if you have any questions, comments or concerns.

For all our contact information visit the Co-op/IIP webpage Contact us https://umanitoba.ca/faculties/engineering/programs/coopiip/contactus.html
Make sure to click on the correct department when you access the application!
You are expected to re-do and update your current resume or create a brand new resume. We will outline our expectations in the email that will be sent to you when you gain access to our online application. The resources provided include Career Services Webshop and Workbook as well as our Engineering Job Search Guide – Resumes and Cover letters.

Your Coordinator will provide you with feedback and suggestions to ensure you are capturing your engineering skills and presenting yourself professionally to employers.

For Employment Resources see Career Services
http://umanitoba.ca/careerservices/employment-resources-students

Once you initiate your Engineering Co-op/IIP application you will have access to our Resources in Career Connect. Resume examples and more!
We Are Here to HELP!
Email your Co-op/IIP Coordinator if you get stuck or have questions during the application process!
We are available by email or can set up a video call.

Our Coordinators
Courtney Lewis CourtneyLewis@umanitoba.ca  Biosystems & Mechanical Coordinator
Elenor Friesen Elenor.Friesen@umanitoba.ca  Computer & Electrical Coordinator
Cheryl Simoens Cheryl.Simoens@umanitoba.ca  Civil Coordinator

For all our contact information visit the Co-op/IIP webpage Contact us https://umanitoba.ca/faculties/engineering/programs/coopiip/contactus.html

Include your student number and department in your email.
Final Acceptance into Co-op/IIP

• Our program will have a final Mandatory Orientation session, normally held in January. If you meet the admission criteria, have completed the fall application process with your co-op coordinator including an updated professional resume and cover letter, attended your video call to meet your coordinator, and are deemed ready to proceed, you will be invited to this session.

• All students must review the Co-op/IIP Handbook including the Rules and Regulations of our program. If you want to proceed then you will sign an agreement to enter our program and be accepted into the program. Our administrator will update your permission in Career Connect. At that point you will be able to see our exclusive Engineering Co-op/IIP postings.

Please note: If you are applying to Co-op/IIP in Fall 2020 but want to work the Winter 2021, please contact your coordinator as soon as possible to discuss your options for an accelerated intake process.

Please refer to Co-op/IIP Handbook at:
The Co-op office staff are here to help and support you. We want you to be successful and in previous experience, the students that ask for help early in the process are the students that benefit most from the program.

See the complete list on our website:
https://umanitoba.ca/faculties/engineering/programs/coopiip/student_coopIIPcommitment.html
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Staying connected and engaged is even more important with the current remote work/school environment. Make sure this is the right choice for you this year!

Remember this is an optional program and the effort you put in will directly affect your outcomes in the program. If you do not want to make the commitments then Co-op/IIP might not be the right path for you at this time.
The ASE Career Fair is a great fair for Engineering students to attend and is planned for October 7\(^{th}\) 2020 in partnership with UMES and Career Services. Due to COVID-19, this will be a virtual fair that requires all students to pre-register. Register today by visiting: [www.careereco.com/events/manitoba](http://www.careereco.com/events/manitoba)

For a list of employers attending the ASE Career Fair, check out: [http://umanitoba.ca/careerservices/career-fairs/ase-career-fair](http://umanitoba.ca/careerservices/career-fairs/ase-career-fair)
Remember - Next steps:

- Confirm you can log into Career Connect.
- Email Emma Menyer to get access to the Engineering Co-op/IIP Portal and Application in Career Connect.
- Co-op/IIP Application Deadline: OCTOBER 28, 2020

Our Coordinators

Courtney Lewis Courtney.Lewis@umanitoba.ca  Biosystems & Mechanical Coordinator
Elenor Friesen Elenor.Friesen@umanitoba.ca Computer & Electrical Coordinator
Cheryl Simoens Cheryl.Simoens@umanitoba.ca  Civil Coordinator

Career Connect log in page: https://www.uofmcareerservices.ca/home/home.htm

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