Computer Science & Cognitive Systems Co-op Program
Overview

What is Co-op?

Who is Eligible?

What is the Application Process?
What is Co-op?

Academic Studies

Work Experience

Professional Network
What are the Benefits?

Important Life Skills

Hands-On Work Experience

$$ for Tuition

Tackle the Post-Graduation Job Market Confidently
Employers love hiring UBC Co-ops

...The brightest and self-motivated are with co-op!

...It builds a future talent pipeline for hiring new graduates!

...UBC Co-ops have great reputation!

...They love to mentor!
Supporting Co-op Students' Success

- Resumes & Cover Letters Reviews
- Interview Preparation
- Workshops & 1-on-1 Support

- Develop Job Opportunities
- Facilitate Job Offer Process
- General Advising

- Create Networking Opportunities
- Maintain Employer Relationships

- Site Visits
- Advise and Resolve Workplace Issues
- Manage Work-terms

UBC Science Co-op Programs
Co-op Workshops

- Crafting strong resumes
- Writing effective cover letters
- Searching for jobs with strategies
- Preparing for interviews (technical and non-technical)
- Transitioning successfully from school to work
- Recognizing discrimination, bullying and harassment at the workplace

All workshops are mandatory and must be completed prior to start of job search
Who is Eligible?

Full-time student status, majoring in **CPSC/COGS** or in the process of **declaring CPSC as a major**

**30+ credits** remaining at time of application

Minimum **B-** average

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**BSc(CPSC,COGS)/BCom/BA**
- Completed or completing **CPSC 121, 210**

**BCS**
- Completing **CPSC 110** (apply in your 1st or 2nd study term at UBC)
Basic Requirements

**Commitment to the Co-op Program**
- Complete all workshops
- Actively engage in the job search
- Be open and flexible to job opportunities

**Work Term Completion (Varies by Program)**
- **BSc (CPSC, COGS):** Four to five 4-month work terms
- **BCS:** Two 4-month work terms
- **BCom and BA:** Three 4-month work terms
- Work terms cannot all be in the Summer and must end degree on a full academic term

**Program Fees**
- **Administration and Workshop Fee:** One-time fee
- **Co-op Fee:** Payable for each 4-month work term (same for domestic and international students)
  - Co-op fees are subject to change. Please refer to the UBC Calendar for the most current information
International Students

International students will need a Co-op work permit to work in Canada

The Co-op office will assist you in applying for the co-op work permit
Co-op Beyond Borders

UBC Science Co-op Programs
Work Terms in Canada = Must Reside in Canada

- To be registered for a Co-op work term for jobs within Canada, you need to be physically residing in Canada for the duration of your Co-op work term.
  - Check out: [https://students.ubc.ca/about-student-services/go-global](https://students.ubc.ca/about-student-services/go-global)
International Work Terms

• May be possible to secure a work term in home country and registered as a Co-op work term

• Students pursuing Co-op work terms outside of Canada are required to go through High-Risk Authorization (HRA) process as required by UBC’s Student Safety Abroad policy

• You must demonstrate a high-degree of familiarity and support in the location, provide a detailed assessment of risks, and how you will mitigate them

• Start process with your Coordinator
Example Scenarios

Scenario A:
- You find a job in Beijing, China
- You will move home and/or live with family in Beijing, China

✓

Scenario B:
- You find a job in Singapore
- Your family lives in Beijing, China
- You will need to move to Singapore and rent

✗

Will need to complete a Safety Planning Record, attend information session and go through approval process
Co-op Schedule Options?

- Co-op schedules vary depending on when you apply to the Co-op Program (Fall or Spring)

- Rule of thumb: your start term will be about 1 year after your application. During this preparation period, you will participate in pre-employment workshops, and look for jobs

- Please refer to [http://www.sciencecoop.ubc.ca/prospective/apply/cs](http://www.sciencecoop.ubc.ca/prospective/apply/cs)
## Co-op Schedule (Spring)

### Schedule A for BSc Students - Spring Application

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<th>Year</th>
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How Do I Apply?

Apply Online

- Online application: [www.sciencecoop.ubc.ca](http://www.sciencecoop.ubc.ca)
- Resume and non-UBC transcript in **one document**
- If you are a combined major, apply to the co-op program that you’d like your first work term to be in

Deadline Dates

- Apply by: **March 4, 2021 11:59PM**
- Apply as soon as you are eligible to maximize your time, and thus opportunities, in Co-op
How Am I Assessed?

Application
- Online Submission
- Quality of responses to application questions

Resume
- Technical Projects (academic or personal)
- Work Experience (e.g., McDonald’s, Camp Counsellor)
- Volunteer Experience
- Extracurricular Activities

Intake Interview
- Communication
- Professionalism
- Teamwork Skills
- Leadership Skills
- Open and Flexible
- Willingness to Relocate
Spring Application Timeline

- Mar 4: Application Deadline
- Mar/Apr: Intake Interviews
- July: Admission Notification
- Aug-Oct: Workshops
- Sep-Dec: Job Search Period
- Jan 2022: First Co-op Term Begins

UBC Science Co-op Programs
More information:

www.sciencecoop.ubc.ca