Co-op Education Program

Co-op Timeline

THOMPSON RIVERS UNIVERSITY | Career & Experiential Learning

Blend on-campus learning with practical applied learning.

Check your eligibility
Visit **tru.ca/coop** to check the eligibility of your program.

Apply
Fill out the online application form on TRU Career Connections.

Search for jobs
Use Career Connections to search jobs across Canada.

Enrol in COOP 1000
Attend a mandatory one-credit Career Management course.

Get accepted
Receive an acceptance email from your co-op coordinator.

Secure a position
Find the right position with the help of a co-op coordinator.

Complete the term
Complete it with the accompanying Moodle course.

Return to TRU
Follow up your co-op term with at least one full-time study term.

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Applications will be reviewed by the co-op department and results will be sent to you via email. Once accepted into the co-op program you will be required to successfully complete the mandatory co-op course (COOP 1000). COOP 1000 is a one-credit course. One-credit tuition will apply; please refer to the TRU online calendar. Students who do not successfully complete COOP 1000 will not be eligible to accept a co-op work term. There is no application fee to apply for the co-op program; however, as per the TRU Calendar, all Students will be assessed a tuition fee based on a three credit course elective for _each_ work term. Co-op work terms are eligible for elective credit but conditions vary by program – please speak to the program Coordinator for specific details.

When will COOP 1000 be available?

COOP 1000 will be available in the Winter, Summer and Fall semesters. COOP 1000 must be completed before the first work term. Students are not able to self-enroll in the course. Once accepted our office will enroll you.
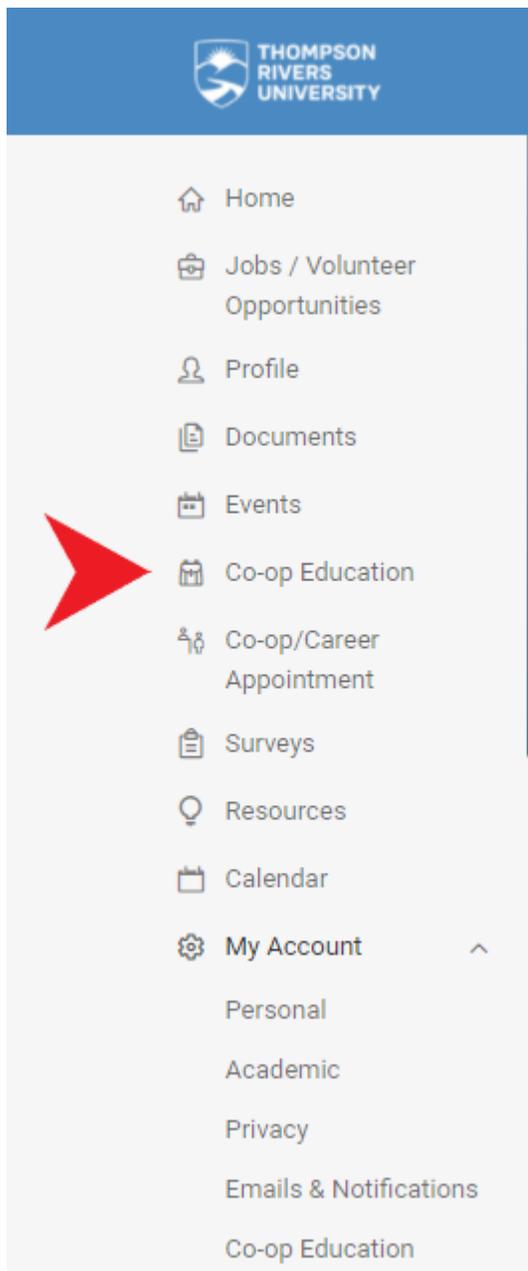
International Students – Due to IRCC processing times International students must wait 2 semesters before being eligible for a Co-op work term.

When are applications due?

Submission Deadline: *Interested students are encouraged to drop by our office and make an appointment to speak with a Co-op Coordinator (OM 1712).* **Students are strongly encouraged to apply as soon as possible for the best possible chance to secure your spot in the program.** *Applications may also be reviewed on an on-going basis as space permits.*

Instructions for completing a Co-op Application Form through Career Connections (Symplicity)

1. Make an account in Symplicity (Career Connections). https://tru-csm.symplicity.com/students/?signin_tab=0

2. Once your account is active, you will have access to Co-op Education, which can be found under your My Account.

3. Please complete the online co-op application. All fields are mandatory and must be completed. You will be required to upload a copy of your unofficial transcripts and a draft resume. Post Bacc. students must also upload a copy of their transcripts from their previous institution.

4. Submit your application for review. If your application is approved, you will receive an email. Or your application may be returned to you, if you are required to submit further information.

Home / My Account / Co-op Education Application

My Account

| Personal | Academic | Privacy | **Co-op Education Application** | Emails & Notifications | Password |

Submit Application   **Save As Draft**

* indicates a required field

Coop Information

Program of Study *
Please pick your program of study. If your program of study is not listed, we don't currently offer the Co-op Education Program for that program.

[⌄]

Letter of Application *
Approximately 400 words or less.

Please tell us why you wish to be in the Co-op Program, how you feel it will benefit you and any past learning objectives/jobs that would enhance your success for a co-op work term.

[   ]

Are you an International Student?
○ Yes   ○ No

When does your Study Permit Expire?

[⌄] [⌄] [⌄]