



Western  
UNIVERSITY • CANADA

# Master of Engineering (MEng) with a Co-op Option



Presented by Western Engineering's Career Services Team



Welcome to  
Western  
Engineering's  
Career  
Services!



# Meet the Team!



**Samantha Roach, Ph.D.**

Director, Engineering  
Experiential Learning and  
Student Support



**Stacy Dinel**

Administrative Assistant



**Vinicius (Vince) Reis**

Career Services Officer,  
Student Specialist  
(Undergraduate)



**Olivia Kuijpers**

Career Services Officer,  
Student Specialist  
(Undergraduate)



**Daniela Lopez**

Career Services Officer,  
Student Specialist  
(Graduate)



**Khandeeban Kumarasamy**

Employer Relations  
Specialist



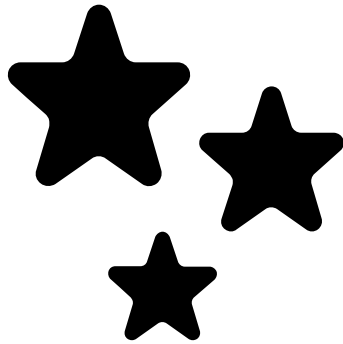
**Kyle Reid**

Employer Relations  
Specialist

# Agenda

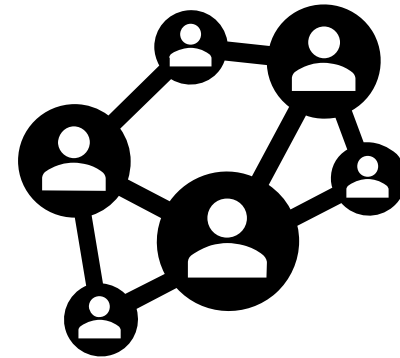
- Benefits of Participating in Co-op
- Program Eligibility
- Length of Program
- Application Timeline
- Co-op Program Application Process
- Work Permit Application Process
- Program Requirements
- Job Search Tools
- Direct Match Requirements
- Industry Project Introduction
- Student Questions

# What are the Benefits of Participating in Co-op?



## Experience

Gain practical, hands-on, industry-relevant experience through experiential learning within the workplace.



## Networking

Build a professional network with employers and colleagues within the field.

# Who is Eligible to Participate?



Students with a cumulative average of 75% or higher and are registered as full-time students.

Students who enrolled into the MEng program and are scheduled to start during the fall term



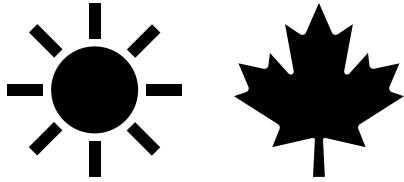
Domestic students (Canadian Citizens or Permanent Residents) who have successfully secured a co-op.



International students applying for the Co-op Work Permit prior to securing a co-op (IRCC permits the aforementioned).

International students who have successfully secured a co-op and would like to apply for the Co-op Work Permit.

# What is the Length of the Program?



Students complete their 4-month co-op during the following **Summer or Fall term**.

4

Students registered in the **Master of Engineering (MEng) with Co-op Option** are required to complete a co-op comprised of one term in addition to the three terms of the regular Master of Engineering (MEng) program. The total program length will be 4 terms.

5

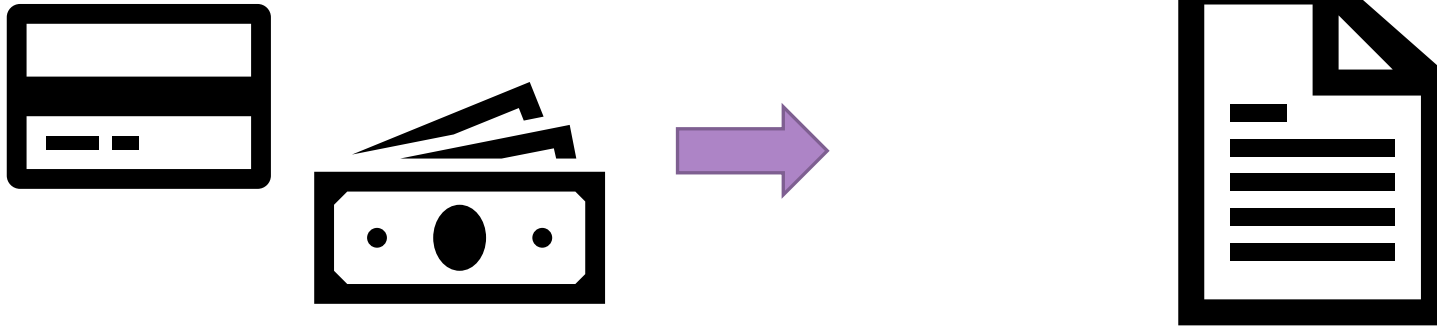
For students in the combined **Master of Engineering (MEng) – Graduate Diploma (GDip; Engineering Leadership and Innovation)** program, who opt-in to the co-op option, will complete their program in 5 terms.



## When do Students Apply?

Students admitted to the Master of Engineering (MEng) program are **strongly encouraged to apply for the co-op option at the beginning of the Fall term (September)**. Applications may be accepted after the Fall term in exceptional cases.

# How do Students Apply?



## Step 1:

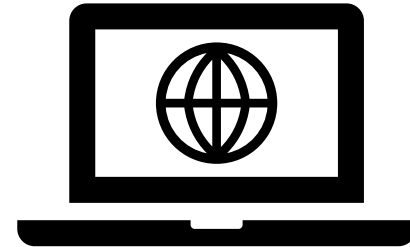
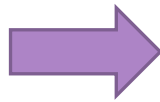
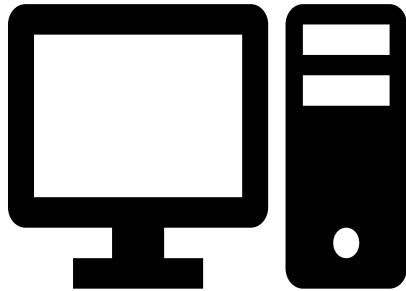
Students are required to **pay an application fee of \$100.**

Students are to submit their Application Fee Payment through our [Engineering Ecommerce Site](#). Students may pay by Visa, MasterCard, or Debit Visa.

## Step 2:

Students are required to **submit an application through [Western Connect](#)**. Steps of how to apply through Western Connect are available on our Western Engineering Career Services Website.

# How do Students Apply?



## Step 3:

Students are encouraged to **complete the Graduate Career Preparation Module** through OWL.

## Step 4:

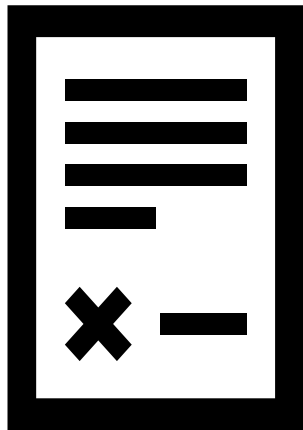
After completing the application process, **students will gain access to Western University's in-house job board** through Western Connect.

# International Students: Additional Application Steps

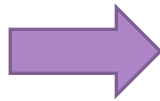
International students are required to secure an approved co-op work permit prior to beginning their co-op.

Upon submitting an application through Western Engineering's Career Services, international students can expect to receive an email from [wecareer@uwo.ca](mailto:wecareer@uwo.ca) detailing next steps as they relate to co-op work permits.

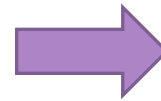
# How to Get a Co-op Work Permit?



- Complete and Sign the Acknowledgement Letter



- Receive a Work Permit Letter from our office




- Submit an online application for a co-op work permit ([Government of Canada Website](#))



## How to Get a Co-op Work Permit? (Continued)

# Western International

**To learn more about the application process and the supports available please attend an informational session hosted by Western International over Zoom on:**



**August 18<sup>th</sup> from  
12:30pm to 1:30pm  
Eastern Standard  
Time**

A link invitation will be provided after this presentation for you to register, and it is also available on the Western Events Calendar: [Events Calendar](#)

# What Happens if a Student Does Not Secure a Co-op Work Permit?

If international students are **not able to secure a co-op and an approved Co-op work permit** before the end of their third term (cut off date: August 20<sup>th</sup> 2023), their registration will be changed back to the original MEng program to which they were admitted.

# What are the Program Requirements?



Students are required to pay a tuition fee of \$500 for the co-op term. If students complete more than one co-op term, students are required to pay an additional \$500 per term.



Students must maintain full-time status when participating in the program.

# What are the Program Requirements?

## (Continued)

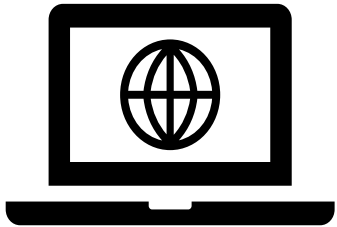


Students are required to submit a report at the end of their co-op term that describes their experiential learning experience. Failure to submit a report or submitting an incomplete report will be considered incomplete.

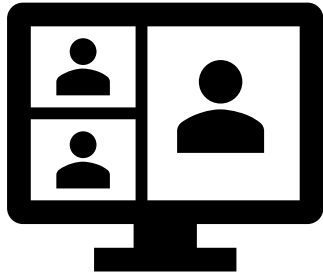


Students are not permitted to register in any course for credit during their co-op term. Students are required to complete their courses during the other three terms of their program.

# Where Can I Identify Co-op Opportunities?



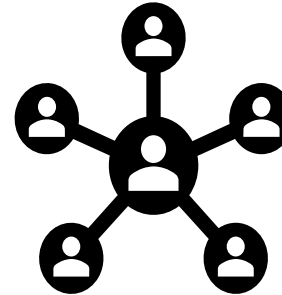
- Western Connect



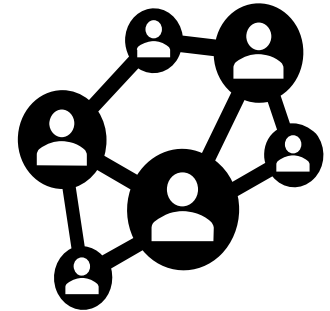
- LinkedIn



- Company Job Boards

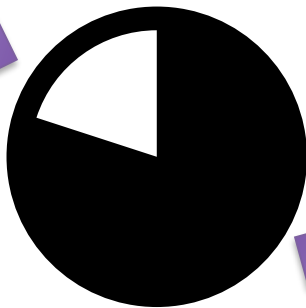


- Networking with Company Personnel



- Sphere of Influence

20%  
Job Boards



80%  
Networking

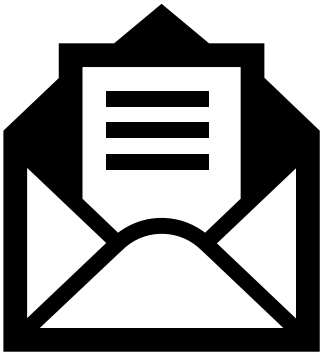


**Please attend our  
workshops during the  
school year to learn about  
the hidden job market**

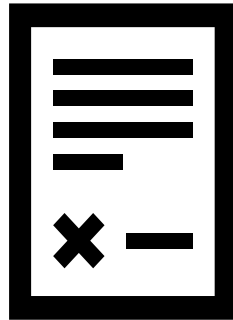


# What If I Find My Own Opportunity?

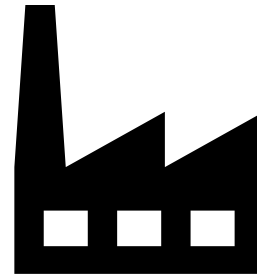
Direct Match Process - provide the Career Services team with the following:



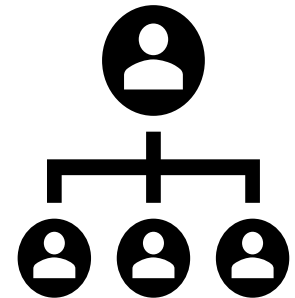
- Formal Job Description



- Job Offer / Letter of Employment

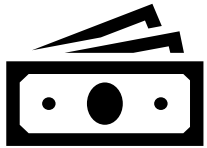


- Company Information



- Supervisor Information & Position Title

# What Makes a Co-op Opportunity Valid?



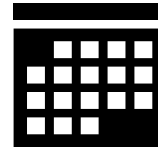
- Paid (more than minimum wage)



- Full time hours



- Engineering Focused



- Position must start either in May or September 2023



- If International, it must meet Western International Requirements



- Supervised by an employee at work location



- Evaluation of work term before student finishes it



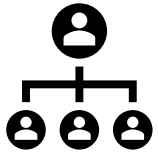
- Length is 4 months (minimum 12 weeks)



- Submitted Application (Ecommerce and Western Connect)

# Industry-Focused Project Introduction

*Earn course credits and get to support industry leaders through a real-world project opportunity!*



- Supervision from your academic advisor and industry Supervisor (+Network Opportunity)



- Must be completed within a period of 1-2 academic terms (4-8 months)



- Expected to spend on average 6-12 hours per week on project (depending on duration)



- Eligibility:
  - Enrolled Full Time
  - Average 75% and above (no fails)
  - Good Academic Standing



# Questions?



# Let's Connect!

## Western Engineering Career Services



### **Location**

Spencer Engineering  
Building, Room 2092

1151 Richmond Street,  
London, Ontario, Canada  
N6A 5B9

### **Telephone**

+1 (519) 661-2111 ext. 88359

### **Email**

[wecareer@uwo.ca](mailto:wecareer@uwo.ca)





Western  
UNIVERSITY • CANADA