



UTM Co-op Internship Program

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January 11, 2024



Agenda

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 - Program Admission
 - Program Timeline
- Preparatory Program
 - Recruitment Cycle & Work Term
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Why Co-op at UTM?

Why Co-op?

- Many UTM students are looking to graduate from university with a year or more of paid work experience.
- Employers appreciate a longer work commitment from students.
- Work-Integrated-Learning promotes student retention and progression through academic programs.

The UTM Co-op Internship Program

- supports the vision of the [UTM Academic Plan 2017-2022](#) and [UTM Strategic Framework](#) and their goals of offering a diversity of experiential learning (EL) opportunities to all undergraduate students.
- is a key recruitment tool for post-secondary institutions and necessary for UTM to remain competitive.

Program Admission

- UTMCIIP will be introduced in collaboration with Chemical & Physical Sciences, Mathematical & Computational Sciences, Economics, Biology, and ICCIT.
 - The Department of Management will join in fall 2025.
- At launch, approx. 240 students are anticipated to enrol in participating UTMCIIP streams.
- These numbers will grow steadily in participating units and more units will have the option to join UTMCIIP in the following years.

- optional
- each stream will have its own enrolment requirements
- *expected* minimum cGPA is determined by academic unit
- domestic and international students are eligible (no differential fee)
- time to graduation: 5 years

Program Timeline

16 months of Work Experience											
Year 2			Year 3			Year 4			Year 5		
Fall	Winter	Summer	Fall	Winter	Summer	Fall	Winter	Summer	Fall	Winter	Summer
Academic Term	Academic Term	Academic Term (Optional)	Academic Term	Academic Term	Summer Work Term	Fall Work Term	Winter Work Term	Summer Work Term	Academic Term	Academic Term	Graduate
Module 1	Module 2		Module 3 Module 4	Recruitment Cycle		Module 5					

12 months of Work Experience											
Year 2			Year 3			Year 4			Year 5		
Fall	Winter	Summer	Fall	Winter	Summer	Fall	Winter	Summer	Fall	Winter	Summer
Academic Term	Academic Term	Academic Term (Optional)	Academic Term	Academic Term	Academic Term (Optional)	Fall Work Term	Winter Work Term	Summer Work Term	Academic Term	Academic Term	Graduate
Module 1	Module 2		Module 3 Module 4	Recruitment Cycle		Module 5					

Preparatory Program

4 Asynchronous Work-Readiness Modules, Supported by Program Staff and Peer Coaches

- **Year 2:** Module 1: Work-Readiness – Assessing Skills and Developing a Profile
- **Year 2:** Module 2: Work-Readiness – Preparing for the Job Search
- **Year 3:** Module 3: The Recruitment Cycle
- **Year 3:** Module 4: Communication & Professional Practice

Recruitment & Work Term

Recruitment

- Upon successful completion of all four preparatory modules, students will enter the Recruitment Cycle in the Winter of Year 3.
 - Students apply to postings and interview with employers.

Work Term

- Students:
 - complete the minimum number of hours
 - complete the asynchronous **fifth module**
 - submit a **Learning Plan** at the onset of each work term
 - complete **Reflective Reports** at regular intervals during the work period
 - participate in a **Site Visit** with a member of the co-op team
 - submit a final **Work Term Assignment/Report**

Ancillary Fees

Ancillary Fees, 2024 Cohort*		
# of Installments x Amount	Amount	Total
Year 2: 2x \$480.00	\$960.00	
Year 3: 2x \$490.00	\$980.00	\$3,960.00
Year 4: 2x \$1,010.00	\$2,020.00	

* subject to normal adjustments over time

- Students will earn a salary during their work term.

Consultation

UTM

- Academic Units
 - Chairs & Directors, faculty in participating academic units, AAC
- UTM Students
 - UTMSU, student surveys, focus groups
- OVPAD & OVPP
- Accessibility Services; Budget, Planning & Finance; Career Centre; International Education Centre; Office of the Registrar

Tri-Campus & Central

- Tri-Campus Partnership
 - FAS, FASE, UTSC Management and Arts & Science
- Office of the Vice-Provost, Academic Programs
- Planning & Budget
- University Registrar

Summary

- On launch, UTMCIIP will be introduced as an optional stream in select programs with specific admission requirements and limited enrolment.
- Preparatory Work-Readiness program will consist of four asynchronous modules.
- Recruitment cycle will leverage TCP and other relationships to support students in securing work terms.
- Work term will be a 12- or 16-month paid experience and includes assessments for students.
- More units will have the option to join UTMCIIP in the following years.