

CO-OP CONTRACT

COMPUTER SCIENCE CO-OP PROGRAMME

Role of the Employer:

- Thoroughly discuss the job description and state expectations for task assignments. **Attach agreed upon final job description to the school's copy of the signed contract.**
- Provide the student with an orientation to the work place which might include the assignment of readings or review of previous projects.
- Provide relevant task assignments which broaden the experience for the student. Assign tasks which progress in the degree of responsibility according to the productivity of the student.

Role of the Student:

- Be punctual, dress appropriately; be prepared to accept a wide variety of tasks.
- Show initiative; seek out tasks which provide you with the broadest possible experience.
- Maintain contact with Laurentian University, specifically the Department of Math and Computer Science, and co-op officer.
- Prepare a final report to be submitted **no later than one week after** the end of the placement.

It is hereby agreed that _____ will provide a co-op placement for
Employer

_____ from _____
Student Beginning Date

through _____ at _____ per hour.
Ending Date Rate of Pay

Employer's Signature

Student's Signature