

# STUDENT FAQs

## Is the Science Co-op Office still open now that classes are on-line?

Science Co-op Staff are working as normal as possible, though remotely. Physical offices are closed for the foreseeable future.

## How can I get in touch with my Coordinator?

Please contact your Coordinator, or any member of the Science Co-op Team by email. Should you need to schedule a call or a Webex meeting, there are opportunities for that as well.

## For students currently completing a Winter 2020 work term

### I wish to work remotely but my employer will not allow it. What should I do?

Contact your Coordinator to discuss your concerns. We encourage you to have a discussion with your co-op supervisor. If a mutual agreement cannot be reached, you may want to ask for time off without pay.

### I am concerned about working remotely and feel stressed and isolated. What can I do?

It's normal to feel worried, stressed, overwhelmed or sad. Stay connected with your friends and co-workers using various online tools such as Skype, Zoom, social media; or by phone.

## For students scheduled for a Summer 2020 work term (searching or secured jobs)

### I am currently conducting my job search and have potential interviews. How should I schedule/re-schedule my interviews?

The sign-up process for interviews will be the same as before. However, all in-person interviews will be conducted remotely via telephone or on-line (Skype, Zoom, etc.). The Science Co-op office will keep you posted with details regarding your interviews. **Please check your email regularly.**

Should you be directly contacted by an employer, please contact your Coordinator. All interviews should be conducted remotely.

### I have a position confirmed for the Summer co-op work term. Will it still go ahead?

At this time, you can assume your work term will go ahead as planned. Should circumstances change, the co-op office will be in touch with you. Please feel free to contact your Coordinator should you have any questions or concerns. Normally, co-op work terms are a minimum of 12 weeks in duration. This requirement has been relaxed to allow for work terms to be a minimum of 10 weeks. If

necessary, Science Co-op will work with both you and employer to explore a mutually agreeable start date for your work term.

### My employer informed me my Summer offer is cancelled. What do I do?

Please contact your Coordinator immediately to get job access to Summer 2020 co-op postings on the Science Co-op portal and keep looking. Science Co-op is continuing to accept new postings from employers and actively marketing to employers.

### Should I get in touch with my employer (if I've secured a job already)?

Best to go through your Coordinator for support and guidance at this time as the pandemic is evolving quickly.

## For students scheduled for a Fall 2020 work term

### Will the job search begin in May for the Fall (September start) co-op term?

**Yes.** At this time, it is expected the job search for Fall 2020 will commence as scheduled. Should circumstances change, you will be advised by the Science Co-op office.

### May I delay my Fall 2020 work term to a later time?

This may be a possibility. Please speak first with your Coordinator and Academic Advisor about co-op schedule changes.

## 2020 Co-op Intake

For students who submitted their co-op intake application as part of the 2020 intake, your application is currently being reviewed by the Coordinators. If selected for an interview, you will be contacted by the Science Co-op office. Intake interviews will be held remotely and will be completed over the Spring and early Summer.