Experiential Explorations – Study Abroad

Recommendation:

Allow students to substitute one semester of cooperative education work experience with a study abroad experience.

Conditions:

- If the study abroad experience is at least 12 credit hours, it will qualify as an EEP. If less than 12 credit hours, students will need to petition to PSRC.
- The student must meet eligibility requirements and follow all procedures for study abroad as determined by UC International Programs (http://www.uc.edu/global/).
- The program must be documented on the student transcript.
- The student does not get co-op credit for this activity.
- Only one semester of study abroad will be faculty approved as a substitution for cooperative education and will count towards certification.
- Students are strongly recommended to substitute their first or last co-op experience with study abroad, if this is not possible, at least two co-op semesters should be available following the experience.

Process:

Student:
- Notifies PP faculty member of their planned Study Abroad experience
- Registers with UC International Programs (http://www.uc.edu/global/)*
- Registers on PAL as a “Study Abroad” – similar to registering for a Travel Semester
- Completes Study Abroad experience
- No PP assessment is required.
- Meets with faculty advisor in the first two weeks of the returning semester for job change/return confirmation and study abroad confirmation

Division Faculty/Staff:
- Approves the student’s request to complete study abroad as substitution for one co-op experience
- Indicates on Change in Assignment form the Study Abroad experience
- “Placement” is put in Place Pro
- Meets with student upon return – not to review Study Abroad, but to confirm and plan for next work experience
- Verifies that Study Abroad appears on transcript in return meeting
- Works with student for reassignment to co-op position or job change

*College of Business students participating in the CoB International Programs Study Abroad process do not meet this EEP criterion.
DIVISION OF PROFESSIONAL PRACTICE

Request to Substitute Study Abroad For Co-op Term

Name ___________________________ Class Year __________ Major ____________

Current Address ____________________________________________________________

Telephone/Cell Number ___________________________ Email Address __________________________

Number of Co-op Semesters Completed
__________________________________________________________

Number of Co-op Semesters Remaining
__________________________________________________________

Semester/Year that EEP Will Be Completed _________________________________________

Co-op Employer Where Currently Assigned _________________________________________

Has Co-op Employer Been Notified That Student Will Not Return? ________________

Dates of Study Abroad Program ________________ to ________________________

Country Where Studies Take Place ________________________________________________

Number of Academic Credit Hours to Be Earned in Study Abroad _______________________

College Academic Adviser Signature ______________________________________ Date _____

Global Studies Representative Signature __________________________ Date ______

Professional Practice Faculty Adviser Signature __________________________ Date ______

____________________________________________________________________________

To be completed and submitted to your Professional Practice Faculty Adviser within the first two weeks of the semester immediately following the Study Abroad Experience:

Date ____________________________________________________________

Address ____________________________________________________________

Telephone Number ___________________________ E-mail Address __________________________

Verification of Completion On Transcript or Global Studies Representative ______________

____________________________________________________________________________

Will You Require a New Co-op Position for the Coming Term? If So Have You Completed and Submitted a Change of Assignment Form to your Professional Practice Faculty Adviser? _____  

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