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**Career Services and Cooperative Education**

**Co-Op/Internship Application**

**Instructions**

Complete all sections of form. Return to Career Services and Cooperative Education Office with a current resume. All documents must be sent electronically to techcareerservices@mail.wvu.edu with the subject line: Co-Op/Internship Application.

**Student Information**

Name: Click here to enter text. Student ID: Click here to enter text.

Email Address: Click here to enter text. Phone Number: Click here to enter text.

Address: Click here to enter text. Major: Click here to enter text.

Academic Advisor: Click here to enter text. GPA: Click here to enter text.

Completed Credit Hours: Click here to enter text.

**Citizenship Status**

[ ]  U.S. Citizen

[ ]  Permanent Resident

[ ]  International (F-1 Visa)\*

**Have you already secured a co-op or internship site?**

[ ]  Yes [ ]  No

*If yes, please complete the following:*

Employer: Click here to enter text.

Address: Click here to enter text.

Telephone Number: Click here to enter text.

Contact Name and Title: Click here to enter text.

Contact Email Address: Click here to enter text.

I hereby consent to the release of my co-op/internship file including academic transcripts to potential employers. I agree to register for the appropriate cooperative education course and pay the registration fee for each of my co-op/internship work periods. I understand and agree that the Career Services and Cooperative Education Office may register me for any work term while I am on the job and I will be responsible for paying the required fees.

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Student Signature Date

*\*International students must also complete the Curricular Practical Training (CPT) Application.*

Disclaimer: Since this is an elective program, Career Services and Cooperative Education cannot guarantee placement in cooperative education/internship sites. Students are encouraged to begin search process at least one full semester prior to anticipated co-op or internship semester.