

John D. Odegard School of Aerospace Sciences
Aviation Department

SUBJECT: II.12 Cooperative Education Program and Policies (revised 09/2014)

PURPOSE: To clarify operation of the JDOSAS Student Co-op Program

POLICY: In order to receive academic credit for co-op experience, aviation students must accomplish the following:

1. Identify and obtain a co-op position with an employer that is closely associated with the student's academic area. JDOSAS Student Services maintains a list of potential co-op positions, but students are not limited to this list and may create their own individual opportunities with industry.
2. Co-op/practical work experience opportunities will be arranged by mutual agreement between the student, Student Services, and the employer. A maximum of four cooperative education credits may be applied toward the total credits of 125 to complete degree requirements. Co-op credits may not be substituted for any required course within the student's major.
3. Once a cooperative position is obtained, students are required to: 1) meet with the Co-op Education Coordinator for approval of the co-op, and 2) complete the appropriated paperwork in Student Services. This paperwork includes the Odegard School Cooperative Education Employment Data Form (needed for the University Co-op office) and the UND Registration Action Form.