

## Requirements for participation in the a cooperative education program;

- ✓ students should have completed at least 16 credits;
- ✓ students must be available for the entire program;
- ✓ students **must secure their own placement** (\* see note following) and the placement work hours must occur Monday to Friday, with the majority of hours occurring between 8:00 am and 5:00 pm (weekend hours and company shut downs CANNOT be accommodated);
- ✓ French Immersion placements can be accommodated but only the placement credit would be granted in French – the in-class (GLN401 will be granted in English);
- ✓ placements MUST be within the boundaries of Durham Region;
- ✓ students cannot receive remuneration while at placement;
- ✓ high-risk activities such as roofing, large-scale manufacturing, or activities that require operation of motor-powered vehicles or high risk machinery are not suitable;
- ✓ students are responsible for the purchase of any safety equipment or uniforms required by the chosen placement;
- ✓ students are responsible for travel to and from placements and in-school sessions;
- ✓ *Placements must be approved prior to the start of summer school. The Durham District School Board and Durham Continuing Education reserve the right to refuse placements if the Co-operative Education Teacher deems the placement unsafe or unsuitable for the cooperative education program. Family members at a cooperative education placement cannot supervise students. Please visit [www.dce.ca](http://www.dce.ca) for further information.*

*It is the responsibility of students and their guidance counsellors to ensure suitability of students before approving registration in a Cooperative Education course. Cooperative education programs cannot be taken concurrently with any other summer school program.*

\* Note: Durham Continuing Education does not have access to cooperative education placements. Cooperative education teachers are tenured for the summer program only and are not available to assist in placement sourcing. Furthermore, home schools are NOT expected to find placements for students, however, students may wish to consult with home school cooperative education teachers for suggestions ONLY. Information for prospective employers may be found on our website at [www.dce.ca](http://www.dce.ca) – under “Programs”, “Summer School”, “Cooperative Education Programs” or in Appendix B of the brochure.