

Student Co-op Agreement with Career Services

This form to be included with Stage 1 of the “Determination of Academic Eligibility” Form

Name _____

ID # _____

By signing this form I agree to the following:

- I. I will pay all the related tuition and fees when
 - A. I want to receive academic credit through the co-op program
 - B. I am considered a “co-op” or “intern” by my employer
 - C. I present a Job Approval Form, which notifies Career Services that I intend to co-op.
- II. I understand that Career Services will administratively enroll me in the course and that I will pay all the related tuition and fees.
- III. I understand that I will not qualify for the co-op program and will lose my co-op job if I fail to pay the tuition and fees related to the co-op course.
- IV. If I am an International student who receives an authorization to work on an I-20, I must be registered in a co-op class.
- V. If I am a Business major I will choose either a one or three-hour co-op course based on my preference.
- VI. Career Services can verify my co-op eligibility and status if an employer inquires.
- VII. If I violate any of the following rules it will be punishable in accordance to the University’s (UHCL) policy for Academic Honesty:
 - Plagiarism
 - Submitting fictitious employers for Co-Op credit.

By signing below I verify I have read and understand the rules and regulations of the Co-Op Program and I agree to comply with them.

(Signature)

(Date)