

**UHCL Determination of Academic Eligibility for Co-op Program (Stage 1)**

Include a copy or your approved Candidate Plan of Study and the Student Co-op Agreement with this application

Name: Last \_\_\_\_\_ First \_\_\_\_\_ Middle Initial \_\_\_\_\_

UHCL ID # \_\_\_\_\_ Major \_\_\_\_\_ Bachelor's \_\_\_\_\_ Master's \_\_\_\_\_

Expected Graduation Date \_\_\_\_\_ UHCL GPA \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Are you currently employed on-campus? Yes \_\_\_\_\_ No \_\_\_\_\_ If, yes, where? \_\_\_\_\_

Are you a T/A,I/A or R/A or have you agreed to be one in the future? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, for which professor and what semesters? \_\_\_\_\_

• **Bachelor's Level Students** Have you completed 12 UHCL credit hours? Yes \_\_\_\_\_ No \_\_\_\_\_

If "no," by when will you meet this requirement? \_\_\_\_\_

What freshman and sophomore courses do you have left to take? \_\_\_\_\_

• **Master's Level Students** Have you completed 9 UHCL credit hours in your graduate program?

Yes \_\_\_\_\_ No \_\_\_\_\_ If "no" by when will you meet this requirement? \_\_\_\_\_

What Foundation courses do you have left to take? \_\_\_\_\_

**Do you have a co-op job offer?**

No \_\_\_\_\_ Then stop and return this form with your Co-op agreement form and CPS to your Co-op advisor.

Yes \_\_\_\_\_ Then fill out a Co-op agreement form, Stage 2 application and return them to Career Service with a copy of your CPS and **employer signed** Job Offer Letter or Job Approval form.

----- **Office use only** -----

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Date Sent \_\_\_\_\_ Career Services Approval \_\_\_\_\_ Date \_\_\_\_\_

Date Sent \_\_\_\_\_ Associate Dean Approval \_\_\_\_\_ Date \_\_\_\_\_

Eligible \_\_\_\_\_ Ineligible \_\_\_\_\_

Comments / Reason ineligible:

Items Included in S1 Packet    S1 form \_\_\_\_\_    Student Agreement \_\_\_\_\_    Transcript \_\_\_\_\_    CPS \_\_\_\_\_

State law requires that you be informed of the following: (1) you are entitled to request to be informed about the information about yourself collected by use of this form (with a few exceptions as provided by law), (2) you are entitled to receive and review that information; and (3) you are entitled to have the information corrected at no charge to you.