Co-op Education/Internship Experience ("Co-op")
Frequently Asked Questions

What are the eligibility requirements for participating in Co-op (CWE 1001, 2001, 3001, 4001, 5000)?
Students must be full time and degree seeking, maintain a 2.5 undergraduate GPA or a 3.0 graduate GPA, have completed at least 24 semester hours at Florida Tech, or one semester at Florida Tech if a transfer student (if a graduate student, have completed one full time semester at Florida Tech). International students must be enrolled in a program of study and must have maintained lawful F1 or J1 student status for two consecutive semesters, and have completed a Curricular Practical Training (CPT) workshop offered by the Office of International Student and Scholar Services.

What are the registration requirements for an undergraduate technical Co-op (CWE 3003)?
In addition to the core requirements for all Co-ops listed above, undergraduate students should be at least a junior (class level may be waived by Co-op advisor) and must work at least 30 hours per week, as CWE 3003 exclusively offers 3 credits. Limited 1-time registration per student.

Do I have to enroll in a Co-op course if I am an international student?
Co-op is one of three options for international students to obtain Curricular Practical Training (CPT): Co-op, thesis/dissertation, or a required internship for their major. CPT may be authorized by the institution (NOT by USCIS) for F-1 students participating in curricular-related employment such as Cooperative Education (Co-op). The work experience used to apply for Co-op must be deemed an integral part of an established curriculum in the student’s course of study. International students should discuss their options with their academic advisors and International Student and Scholar Services.

Can I enroll in a Co-op course if I am an online, extended studies, or continuing education student?
No. Co-op is only available to students attending the main Florida Tech campus. As of Summer 2020, main campus students who opt for virtual learning courses are still eligible for Co-op.

I am a main campus student, but my work experience is remote. Can this apply to Co-op?
Yes. As long as the work experience is deemed relevant to your major by your academic advisor.

Will I get credit for co-op?
Undergraduates receive academic credit based on their total hours worked per 15-week semester.
- 450+ hrs/semester (minimum 30 hrs/week) = 3 credits
- 200 - 449 = 2 credits
- Less than 150 hrs/semester = 1 credit

Example: Student is scheduled to work 25 hours per week.
25 hours x 15 weeks = 375 total hours, earning 2 credits

Graduate students receive 0 credit for Co-op.
What is the difference between a Co-op and an internship at Florida Tech?
At Florida Tech, Co-op is a term used for a program that allows students to earn credit for their major-related work experience, internships being a common type of “work experience” students use to register for Co-op. Some companies may advertise their work experience as a Co-op, which typically indicates an internship-type experience that takes place over multiple semesters. This type of employer-specified “Co-op” is not required to register for Co-op at Florida Tech.

Do I have to register for Co-op if I get an internship/work experience?
No. Though we hope students choose to apply their work experience to gaining Co-op credit, it is optional.

How do I get a work experience I can use to register for Co-op?
It’s up to the student to obtain their own internship or work experience. Florida Tech’s Career Services offers several one-on-one appointment types available to students, including resume help and job-search assistance.

How is Co-op graded? What assignments are required?
A midterm check-in survey and self-reflection, an employer evaluation of the student’s performance, and a final report. These assignments are explained on the syllabus and will be reviewed by the Co-op advisor. A final grade of Pass/Fail will be assigned.

Can I get academic credit for jobs I’ve held in the past?
No, academic credit is not awarded retroactively for Co-op. Credit is also not awarded for hours the student has worked prior to registering for co-op.

Can I register myself for Co-op online?
No, a representative from Career Services will facilitate your Co-op registration. International students will have to complete additional paperwork provided by International Student and Scholar Services.

Am I considered a full-time student if I do a Co-op?
Undergraduate students who enroll in a full time (3 credits) Co-op are considered full time students in the Fall and Spring semesters. This does not apply to Summer semesters or to graduate students.

How much does Co-op cost?
There is a $100 registration fee for the Co-op course, regardless of the semester or credits awarded. There is no tuition for Co-op.

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**Co-op Contact:**

Kaylen Kyle, Career Advisor

321-674-7179 | kkyle@fit.edu