



INTERNSHIPS & CO-OPS

## The University of Connecticut's Center for Career Development Hiring a UConn Co-op Student

### How does UConn define Co-op?

UConn officially defines Co-op as a paid, full time (35+ hours/week) work-learning experience with a duration of 4-6 months, or no less than one academic semester. Co-op cycles are typically July through January or January to June. Students do not earn credit for a Co-op, but the opportunity is notated on their transcript. Students can take up to four additional academic credits while enrolled in Co-op.

### Why should I hire a UConn Co-op?

UConn prepares dedicated, bright and hardworking students for the workforce and a Co-op is an excellent way to recruit potential permanent talent. Employers have shared that the full-time nature of the Co-op program is a successful recruitment tool in their talent pipeline, and the duration of the opportunity gives them a chance to thoroughly vet and connect with students.

### How can I recruit a UConn Co-op?

Employers are welcome to create a free account in HuskyCareerLink, UConn's online job management system. Once the account is approved, employers can post the Co-ops, viewable to students at all UConn campuses. The Center for Career Development offers information sessions, career fairs, on-campus interviewing and the opportunity to connect with students through presentations to assist with an organization's on campus brand awareness, outreach and recruiting.

### What is the employer's role in a Co-op placement?

The center requires direct supervision of the student and the completion of a mutually agreed upon learning contract that outlines the goals and expectations of both the student and supervisor. Throughout the Co-op, both the student and supervisor are welcome to contact the UConn Co-op advisor to share any updates, or assist or intervene in issues regarding the student. The UConn Co-op advisor will check in with the supervisor at a midpoint in the student's employment, and will request a final evaluation at the end of the Co-op.

### What is the Center for Career Development's role in the Co-op?

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### Once a student is selected for a Co-op, what's the next step?

While the employer begins their onboarding preparation and training for the student, the Center for Career Development urges employers to direct the student to contact the Center for Career Development for official Co-op enrollment and preparation. Enrollment provides the student official Co-op registration, guidance through the transition from student to employee, and helpful information to ensure success in their new position. This also ensures the employer will be connected with the Center for Career Development to utilize the office as a resource throughout the student's placement.

**For more information, please contact the Center for Career Development at 860-486-3013 or [careercoop@uconn.edu](mailto:careercoop@uconn.edu)**

[www.internships.uconn.edu](http://www.internships.uconn.edu)

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