

**UNIVERSITY OF DAYTON
SCHOOL OF ENGINEERING**

ENGINEERING COOPERATIVE EDUCATION STAFF

**Kettering Labs, Room 266
937-229-2335**

Nancy Chase – Director

Mary Harbach – Co-op Coordinator

Jeanne Issenmann --- Sr. Administrative Assistant

IMPORTANT CO-OP DATES FOR JANUARY-MAY 2017 TERM

CO-OP INFORMATIONAL SEMINAR	<u>Kettering Labs – Room 203</u> Friday, January 27 at 3:30 p.m.
APPLICATION DEADLINE FOR NEW STUDENTS	February 3, 2017
START EMPLOYER RESEARCH	Beginning the week of January 16, 2017
MANDATORY: INTERVIEW TECHNIQUE SEMINAR	<u>Kettering Labs – Room 203</u> Friday, February 17 at 3:30 p.m.
Deadline to Submit Request Interview (pre-select schedules)	Sunday, Feb. 12, 2017
Deadline to Sign-up for Interviews (open schedules)	Wednesday, Feb. 15, 2017
Deadline to sign up for Job Listings	Sunday, March 12, 2017
ON-CAMPUS INTERVIEWS	<u>Kennedy Union Ballroom, 2nd Floor</u> Wednesday, February 22, 2017 Thursday, February 23, 2017
ORIENTATION/REGISTRATION SESSION (Required if you have accepted a position or if you are still interviewing.)	<u>Kettering Labs – Room 203</u> Friday, March 31 at 3:30 p.m.
DEADLINE FOR RELEASE FROM HOUSING CONTRACT FOR FALL TERM	July 1, 2017

Note:

During a work term, all students must be registered as co-ops. Any student who does not register for the work term will have a letter sent to his/her employer rescinding the co-op status.