

**UNIVERSITY OF DAYTON
SCHOOL OF ENGINEERING**

ENGINEERING COOPERATIVE EDUCATION STAFF

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

Nancy Forthofer – Director

*Nancy Zelina – Co-op Coordinator
Arlene Camacho – Co-op Coordinator*

Jeanne Issenmann – Sr. Administrative Assistant

IMPORTANT CO-OP DATES FOR JANUARY-MAY 2015 TERM

APPLICATION DEADLINE FOR NEW STUDENTS	February 4, 2015
START EMPLOYER RESEARCH	Beginning the week of January 12, 2015
MANDATORY: INTERVIEW TECHNIQUE SEMINAR	<u>Kettering Labs – Room 203</u> Friday, February 13 at 3:00 p.m.
Deadline to Submit Request Interview(pre-select schedules)	Sunday, Feb. 15, 2015
Deadline to Sign-up for Interviews (open schedules)	Wednesday, Feb. 18. 2015
Deadline to sign up for Job Listings	Sunday, March 1, 2015
ON-CAMPUS INTERVIEWS	<u>Kennedy Union Ballroom, 2nd Floor</u> Wednesday, February 25. 2015 Thursday, February 26, 2015
ORIENTATION/REGISTRATION SESSION (Required if you have accepted a position or if you are still interviewing.)	<u>Kettering Labs – Room 203</u> Thursday, April 9, at 4:30 p.m. or Friday, April 10, at 3:00 p.m.
DEADLINE FOR RELEASE FROM HOUSING CONTRACT FOR FALL TERM	July 1, 2015

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.