

Co-op Checklist - School of Nuclear Engineering

Complete this form after you have accepted an offer from your Co-op Employer.
 If you have questions, please contact Holly Mueller at hlmuelle@purdue.edu.

Student Name _____ Email address: _____

PUID _____

Current Semester On Campus (check one): Freshman 1 ___ Freshman 2 ___ Sophomore 1 ___ Sophomore 2 ___ Junior 1 ___ Junior 2 ___

Expected Graduation Date with Co-op Plan of Study: _____ (month, year)

Timing of Co-op Work Sessions: _____
 Please write in timing of all known work sessions (use semester-year format, such as F21, S22, SS22)

5 Co-op Sessions	1st Year					2nd Year					3rd Year					4th Year					5th Year				
	F	S	SS	F	S	SS	F	S	SS	F	S	SS	F	S	SS	F	S	SS	F	S	SS				
Check Here <input type="checkbox"/> Plan A																									
Check Here <input type="checkbox"/> Plan B																									
Check Here <input type="checkbox"/> Plan C																									

3 Co-op Sessions	1st Year			2nd Year			3rd Year			4th Year			5th Year		
	F	S	SS	F	S	SS	F	S	SS	F	S	SS	F	S	SS
Check Here <input type="checkbox"/> Plan A															
Check Here <input type="checkbox"/> Plan B															
Check Here <input type="checkbox"/> Plan C															
Check Here <input type="checkbox"/> Plan D															
Check Here <input type="checkbox"/> Plan E															

On Campus Work Session Optional On Campus

Please also check one of the plans above (if applicable)

Step 1. I have registered on OPP database <https://www.opp.purdue.edu/our-programs/undergrad-co-op/how-to-apply>

Step 2. I have emailed my signed (accepted) co-op offer letter to coop-me@ecn.purdue.edu

Offer letter to include this information:	Rate of pay: _____ per hour ___ week ___ month ___ (check one)
	Start date _____ and end date _____ of employment/upcoming session. (month, day, year)
	Company Name _____
	Location of upcoming session _____ (city, state)

Step 3. I have met with my Co-op Coordinator (optional)

Step 4. If international student, I have completed all CPT documentation required by ISS _____
 Student Signature

Step 5. I have updated my plan of study (POS) and registered for the appropriate Co-op course _____
 NE Academic Advisor Signature

o Session 1 = NE29199*, Session 2 = NE29299, Session 3 = NE39399, Session 4 = NE39499, Session 5 = NE39599

(* FYE students MUST be admitted to School of Nuclear Engineering before registering for this Co-op course)

Step 6. I have obtained the required signatures and emailed this completed checklist to hlmuelle@purdue.edu _____
 Date Submitted