

Please fill out the information below. This information will enable your co-op adviser to assist you in your career and job search.

Name \_\_\_\_\_ Student ID Number \_\_\_\_\_

Local Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Permanent Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Major \_\_\_\_\_ Co-op Adviser \_\_\_\_\_

*NOTE: Please note that your Florida Tech e-mail address is used for all formal correspondence from the university and it is your responsibility to check it regularly. It is your responsibility to keep Career Management Services informed of all address and phone number changes.*

Term you are assigned to work for your first co-op term:  Fall  Spring  Summer

Do you have access to a car?  Yes  No Can you relocate for a job?  Yes  No

What are your geographical preferences for your first co-op job? \_\_\_\_\_

How do you plan to obtain your first co-op job?  Online Co-op Job Ads  Co-op Interview Day/Career Fair  Personal Job Search

What is your work authorization status?  U.S. Citizen  U.S. Permanent Resident  F-1 Visa  Other \_\_\_\_\_

Please consider carefully and answer the questions below.

1. List the skills you currently possess and can offer to an employer. \_\_\_\_\_

\_\_\_\_\_

2. Which skills do you feel you need to develop and/or strengthen on your first co-op? \_\_\_\_\_

\_\_\_\_\_

3. Describe the types of positions for which you are planning to apply. \_\_\_\_\_

\_\_\_\_\_

4. What responsibilities do you hope to assume during your first co-op? \_\_\_\_\_

\_\_\_\_\_