SUBMIT COMPLETED FORMS BY E-MAIL TO CO-OPERATIVE EDUCATION AT:
cica@uoguelph.ca

UNIVERSITY of GUELPH

EFFECTIVE TERM: (OFFICE USE ONLY)			

Co-operative Education Reinstatement Request Form

This form is for co-op students who have changed their ***degree*** program with Admission Services and must now request re-admission to co-op in their new specialization/major. **This request must be completed in the same semester as the degree change**.

ID NUMBER	SURNAME	GIVEN NAME & MIDDLE INITIAL	SEMESTER/YEAR (ie F19)

_____ @mail.uoguelph.ca
EMAIL ADDRESS

☐ **REINSTATEMENT REQUEST – I have changed my degree program and would like to reinstate my Co-op status.**
A change of Degree Program must be processed by Admission Services before requesting the reinstatement to Co-op. Student must submit an approved *"Academic & Work Sequence Agreement"* form.

Current Schedule of Studies:

DEGREE PROGRAM (e.g. B.A., B.Sc., etc.)	SPECIALIZATION (e.g. Economics, Biochemistry, etc.)

Revised Schedule of Studies:

DEGREE PROGRAM (e.g. B.A., B.Sc., etc.)	SPECIALIZATION (e.g. Economics, Biochemistry, etc.)

:C

I understand that there is *no guarantee of admittance* – I must be an eligible candidate and there must be space in the program. If I meet the requirements, I agree to be readmitted to co-op in the above revised co-op program.

*** The Co-op Office will confirm the co-op reinstatement decision to the student's "@mail.uoguelph" account.**

Student's Signature: _____ Date: _____

FOR CO-OP OFFICE USE ONLY

COOP*1100 Scheduled for: _____

FORMS: [ ] Academic & Work Sequence and Agreement
NEXT STEPS: [ ] File in Student File [ ] Student emailed for confirmation of receipt

REQUEST: [ ] Granted [ ] Sent to ORS for processing [ ] Experience Guelph account updated
[ ] Denied [ ] No space in program [ ] Sequence does not meet co-op requirements [ ] Other

Signed: Date Processed:

Revised Nov-2022