COP202 COOPERATIVE EDUCATION/INTERNSHIP

STUDENT and EMPLOYER INFORMATION FORM

Date:____________________________________  Major:______________________________

Accounting     Graphic Design      Marketing
Management                        Computer Applications     Computer Programming
Computer Networking     Culinary Arts & Food Service      Executive Administrative Assistant
Food Science & Safety    Hotel Management      Legal Administrative Assistant
Liberal Arts     Medical Administrative Assistant   Travel, Tourism & Hospitality

Student Information:

Name: _____________________________________________________________________________

Address: ___________________________________________________________________________

Telephone: Area Code (____)_________________  Cell Phone: Area Code (____)________________

E-Mail Address _____________________________________________________________________

Employment Information Related To Student’s Major:

Employer:__________________________________________________________________________

Department:____________________________ Telephone: Area Code (____)_________________

Address:____________________________________________________________________________

Supervisor’s Name: MR.   or   MS._______________________________________________________

First      Last

Supervisor’s Title:___________________________________________________

Supervisor’s E-Mail Address:_______________________   Company Website:____________________

Placement Assistance Information

Driver’s License: YES     or     NO     Use of Car: YES     or     NO         Résumé on File: YES     or     NO

Please list the hours you are AVAILABLE TO WORK AT YOUR PLACEMENT SITE during the week:

MON___________      TUES___________      WED___________      THU__________     FRI__________

Return completed form to: Matt Qualter at mqualter@northshore.edu or drop off in Danvers DB118 or Lynn LE221.

Updated: 4/17/2012