Cooperative Education (Co-op) through the Center for Career Services (CCS) is available to all students in the Columbian College of Arts and Sciences and School of Engineering and Applied Science, and to undergraduates of the Elliott School of International Affairs.

To be eligible for Co-op:

- International students must meet with an International Services Office (ISO) Advisor to determine eligibility for Curricular Practical Training. All GW international students are required by federal regulations to be enrolled in a curricular course (Co-op) in order to apply for CPT.
- All students must have completed two semesters as a full time student.
- All students must be enrolled full-time at the University (12 hours undergraduate, 9 hours graduate).
- Undergraduate students must have and maintain a minimum 2.5 GPA. Graduate students must have and maintain a minimum 3.0 GPA.
- Students will obtain work experience that: must be related to his/her academic studies, may or may not be paid, and must occur for a minimum of 10 weeks or 100 hours between the first and last day of the semester’s classes.

Requirements:
Prior to starting, the student must submit the following to the Center for Career Services at gwcoop@email.gwu.edu by the semester’s due date:

Fall 2016 Semester: October 31, 2016
Spring 2017 Semester: March 14, 2017
Summer 2017 Semester: TBD

- (Student) GW Co-op Student Application.
- (Student) A offer letter on the employer’s stationary or letterhead including the student’s job duties (scanned documents are accepted).
- (Student) GW Co-op Learning Agreement.
- (Employer) GW Co-op Employer Agreement.
- International students will receive an email when their authorization letter is ready for pick up in the Center for Career Services.

At the completion of the co-op experience the following items are due by the last day of the semester’s classes:

- (Student) GW Co-op Student Learning Reflections.
- (Employer) GW Co-op Student Evaluation.

*These forms are required to receive a passing grade*