 **ACCEPTANCE FORM**

This is to certify that I have accepted a cooperative education position with:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Company Name/ Location

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Company Contact – Printed Name Company Contact – Printed Email

## For the work term: \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_Year

## Acceptance was by: \_\_\_\_\_ Phone \_\_\_\_\_ Letter \_\_\_\_ Email \_\_­­­\_\_\_ In Person

**During my work term I can be reached at this e-mail address:**

I have advised all other companies with whom I interviewed that I am no longer available for cooperative education employment. \_\_\_\_\_ (Initial)

I understand that I am responsible for creating my Co-op Experience in Handshake for each work term to be enrolled in the COP Class. \_\_\_\_ (Initial)

I have read and signed both the Engineering Co-op Handbook and the Engineering Co-op Program Expectations Behavioral Agreements. \_\_\_\_\_ (Initial)

I have updated my work study calendar and turned it into the Engineering Co-op Program Office. \_\_\_\_\_(Initial)

Furthermore, I authorize the Cooperative Education Office of the University of Dayton to release to my employer that part of my academic record having to do with courses completed, courses presently registered for, final grades earned for all present and future completed courses, and my cumulative grade point average through all semesters completed.

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Student’s Signature Major

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## Student’s PRINTED NAME Date