

NVIT Co-operative Education

What is Co-op?

- ✂ Blends on-campus learning with practical applied learning, enhancing education with career related work experience before graduation;
- ✂ Takes work experience one step further by formally integrating a student's academic studies with their work experience to become an educational model rather than a job placement strategy;
- ✂ Promotes continuous learning through the integration of classroom and applied work-based learning, preparing students by providing them with opportunities to operate as a learner/worker;
- ✂ Links work, academic and career objectives.

Programs that are eligible for Co-op:

- Associate of Arts-General; First Nations Studies; Criminology
- Administrative Studies Certificate
- Administrative Studies Diploma
- Office Administration Certificate
- Executive Assistant Diploma
- Business Administration
- Environmental Resources Technology Certificate
- Environmental Resources Technology Diploma
- Culinary Arts Professional Cook Level 1
- Renewable Energies Technology Diploma



It is my mission to inspire NVIT students to connect to the possibilities in a continuously changing world of work; enable them to bridge their academic and workplace knowledge; challenge them to learn, grow, and contribute wherever they go.

Margaret Hohner | Co-operative Education
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Businesses who hire co-op students can benefit in a variety of ways including gaining fresh ideas from the students, filling workforce needs for temporary or short-term projects, developing and training students who turn into future employees, and even being able to obtain wage subsidies to support the costs of co-op students.

At NVIT, co-op students alternate study terms with work terms and graduate with up to one year of relevant, paid work experience. This means one year of experience learning how to navigate the hiring process, applying their skills to real-life problems and learning about themselves along the way.

To achieve the Co-op designation at Nicola Valley Institute of Technology, students must complete a minimum number of work terms in their certificate or diploma. Students in a two-year diploma program must complete a minimum of two work-terms, while students in a one-year diploma program must complete a minimum of one work-term in order to receive their Co-op designation.

Sample Timetable for 1-year Certificate Program

Academic Year	Fall: Sep – Dec	Spring: Jan - Apr	Summer: May - Aug
1	Academic Semester 1	Academic Semester 2	Work Term 1

Sample Timetable for 2-year Diploma Program

Academic Year	Fall: Sep – Dec	Spring: Jan - Apr	Summer: May - Aug
1	Academic Semester 1	Academic Semester 2	Work Term 1
2	Academic Semester 3	Academic Semester 4	Work Term 2

Sample Timetable for 2-year Diploma Program (with flexible course schedule i.e. Associate of Arts)

Academic Year	Fall: Sep – Dec	Spring: Jan - Apr	Summer: May - Aug
1	Academic Semester 1	Academic Semester 2	Work Term 1
2	Academic Semester 3	Work Term 2	Academic Semester 4

Work Term, Professional Cook Level 1:

Professional Chef 1 (PC 1)	PC 1 – Industry Experience
28 weeks (240 theory/600 practical)	Minimum 400 hours (Mandatory Co-op for ITA certification) Can be done in any semester after completion of theory.

Student Timeline

Fall: Sep – Dec Academic Semester 1	<ul style="list-style-type: none"> Apply and be accepted into the Co-op program Secure funding from sponsor Register and pay for COOP101-Co-op Preparation
Spring: Jan – Apr Academic Semester 2	<ul style="list-style-type: none"> Complete COOP 101 – Co-op Workplace Preparation Search for Jobs Secure a position Register and pay for COOP110 Co-op Work Term (or COOP120/210/220/240) Apply for wage subsidy with your employer, as required.
Summer: May – Aug Work Term	<ul style="list-style-type: none"> Successfully complete your work term and COOP 110 academic requirements Register and pay for your next academic semester courses

Fees

Check online for the most up-to-date fee schedule:

<https://www.nvit.ca/about/policies/secivadmissionfees/c317feesandchargesforinstruction.htm>

Sept 1, 2020 – Aug 31, 2021

COOP 101:

Tuition - \$267.54

Lab Fee - \$30

Student Fee - \$20 (if a student has already paid the max \$60 for semester, this is not applicable)

*Total Cost: \$317.54

COOP 110, 120, 210, 220 or 240:

Tuition - \$267.54

Experiential Learning Fee - \$275

Student Fee - \$20

**Total Cost - \$562.54

More facts on Co-op can be found on the [ACE-WIL](https://co-op.bc.ca/students/) website: <https://co-op.bc.ca/students/>

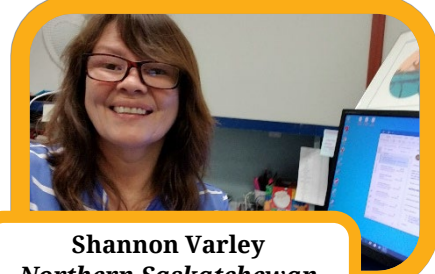


LeSandra Archachan
UNIB
Svilx

LeSandra is a Business Administrative Studies student and during her co-op work term she worked on a partnership project between the School District and NVIT, providing iPads for Seniors.

“If you do not take this opportunity, you will be losing out on building a strong foundation for a successful career.”

~ LeSandra A.

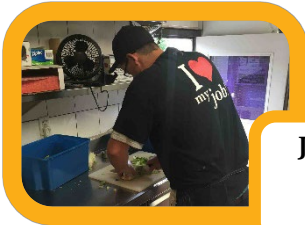


Shannon Varley
Northern Saskatchewan
Chippewyan Dene

Shannon has completed her Executive Assistant program with NVIT and is doing multiple consecutive co-op work terms. She is currently working with the Scw'exmx Tribal Council/ Timx' Research as a Referral's Administrator.

“The co-op program has made it possible for me to achieve my goal of employment. In my work term through co-op, I have gained significant self-confidence in myself and at my job.”

~ Shannon V.



**Joel Reid
Merritt
Metis**

Joel Reid is a student in Culinary Arts, and is doing his work term at the Grand Pub & Grill.

“It’s a great place to work. The people are awesome, and we have the best food in town. Chef Don has tons of experience, I’m learning a lot from him. I learned so much from Chef Andrew in the Culinary Program at NVIT, it totally prepared me for this job.”

~ Joel R.



**Andrew Jack
OKIB
Syilx**

Andrew is an ENRT student who did his co-op work term at Round Lake Treatment Centre. One project he worked on was a native medicinal plant trail.

“I feel so fortunate to have had this work term, I couldn’t have asked for a more perfect starting point for furthering my forestry career.”

~Andrew J.