

# HOW TO APPLY

- Pick up an application package in the Co-op Office or in Student Services.
- Discuss Co-op with your parents/guardian.
- Set up an interview in the Co-op Department.
- We will talk about the broad range of Co-op experiences that we offer and the ones that will be right for you.



Prepare for a bright future

# CO-OP PROGRAMS

## PREPARE FOR A BRIGHT FUTURE THROUGH THESE CO-OP PROGRAMS

- **CAREER EXPLORATION** – A broad range of occupations are available including numerous trades. Gain valuable experience in web design, teaching, fashion design, engineering, law, accounting, architecture, retail, dental hygiene, hotel administration, hospitality (chef & baker), auto service, carpentry, travel & tourism, day care, video and sound production and a variety of medical placements in hospitals throughout Toronto
- **BUSINESS LINK** – Accounting, Marketing, Law, Business Administration, Stock Broker's Assistant, Sales, Banking
- **APPRENTICESHIPS (OYAP)**
  - \* CITI Motive Power (Auto Mechanics) - linked with Centennial College
  - \* Culinary Arts – with Humber College
  - \* Automotive Service Technician
  - \* Early Childhood Education – with Seneca College
  - \* Hairdresser
  - \* Carpentry – with Local 27
  - \* Interior Finishing Systems – Dry Wall, Plasterer, Acoustic Applications
  - \* Variety of other trades
- **SPECIALIZED PLACEMENTS**
  - \* Hospitals: North York General, Sunnybrook, Princess Margaret, Sick Children's Hospital, Humber River Regional Hospital
  - \* Virtual Research Co-op– conduct research under the mentorship of a university professor
  - \* Construction Trades Exploration
  - \* Banking: RBC, BMO InvestorLine and Black
  - \* Drama & Dance: work with a professional director
  - \* Metro Toronto Police – full and 1/2 days
  - \* Ambulance – Paramedic (full days)
  - \* Fire Department
  - \* Rogers Cable T.V.
  - \* Military Co-op (Paid)

# COOPERATIVE EDUCATION



Earn compulsory credits

Prepare for a bright future

Gain valuable experience

Plan your career

Northview Heights Secondary School  
Co-op Department: (416) 395-3290 Ext. 20048

## WHAT IS CO-OP?

### CLASSROOM INSTRUCTION + ON-THE-JOB TRAINING – A POWERFUL COMBINATION!

- Attend school Monday to Friday for the first 2 weeks of the semester
- Gain valuable experience at your Co-op placement Monday to Friday, within scheduled hours, for the rest of the semester
- After your training has begun, your Co-op class meets on pre-arranged Mondays in school to share experiences
- Your Co-op teacher visits you regularly to monitor your progress at your placement
- You, your teacher and your Co-op supervisor work together as a team to ensure your success in Co-op

**You may take Co-op more than once!  
Try out different occupations!**

**Co-op can count for a maximum of two compulsory credits!**

## THE BENEFITS

- Make informed career decisions
  - Gain valuable experience
  - Earn 2 compulsory credits
  - Prepare for the workplace, college and university
  - Develop the employability skills that will help you get part-time and summer jobs
  - Assess your interests, values and abilities
  - Boost self-confidence
  - Learn about courses and training for a variety of occupations
  - Connect to job-related internet sites
  - Prepare winning resumes
  - Conduct successful job interviews
  - Practise effective job search techniques
  - Tap into the hidden job market
  - Expand your professional network
  - Discover trends in the workplace
- ....AND MUCH, MUCH MORE!

## EARN UP TO 5 CREDITS

### CHOOSE A CO-OP SCHEDULE THAT MEETS YOUR NEEDS

- **1-credit Co-op:** You can earn one credit in our Virtual Research Co-op Program which allows for flexible scheduling
- **2-credit Co-op:** You are at your Co-op placement for 3.5 hours per day (usually in the afternoon)
- **3-credit Co-op:** You are at your Co-op placement for 4.5 hours per day
- **4-credit Co-op:** You are at your Co-op placement full days (9:00 a.m. to 5:00 p.m.). This is a great way to earn your last 4 credits toward your OSSD!

## DUAL CREDITS

- When you are in the Co-op Program you can go to Seneca, Centennial, George Brown or Humber College for free!
- Earn 1 College Credit which also counts as 1 High School Credit
- You can take a wide range of courses such as: Digital Art & Design, Forensic Psychology, World of Fashion, Accounting Fundamentals, Introduction to Business.....see Co-op Teacher for list of courses.