Dear Prospective Co-op Employer,

Thank you for your interest in the Widener University Co-op Program. We are excited for the opportunity to partner with you to provide students with an experiential learning opportunity through the co-op program at Widener University.

We strive to make our program flexible for participating co-op employers and fulfilling for participating students. Our co-op program is available to students from the School of Business, School of Engineering and the Computer Science department.

**Co-op Timelines and Hiring**

We offer two co-op cycles:

Cycle #1: Fall 4 month cycle (September – December)

Cycle #2: Spring 8 month cycle (January – August)

Please send an email to [coop@widener.edu](mailto:coop@widener.edu) if you are interested in reviewing resumes of eligible co-op students.

**Employer Obligations**

We ask these things from our co-op partners:

1. Review the co-op employer expectations document. A copy of that document can be provided upon request for your review.
2. Co-ops are learning opportunities. In the rare event that a co-op student’s performance falls below expectations, please contact us early so that we can be involved in coaching the student towards success with your organization.
3. Midway through the co-op experience a site visit may be arranged with a Widener co-op advisor and the student’s supervisor at the new employer co-op site.
4. The employer agrees to complete an electronic evaluation at the end of the student’s co-op duration.

The Widener University co-op team hopes that we can work with you in the future.

Please contact us for additional information on how to get involved.

Widener University Career Design and Development and Co-op Program

One University Place, Chester, PA 19013

Phone: 610-499-4176 Fax: 610-499-4248 Email: [coop@widener.edu](mailto:coop@widener.edu)