

FREEDOM OF INFORMATION: PURSUANT TO SUBSECTION 29 (2) OF THE MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT, THE PERSONAL INFORMATION COLLECTED FOR THE PURPOSES OF COOPERATIVE EDUCATION PROGRAMS IS COLLECTED UNDER THE AUTHORITY OF THE EDUCATION ACT, AND WILL BE USED FOR THE ONGOING ADMINISTRATION OF APPROPRIATE COOPERATIVE EDUCATION PLACEMENTS.

Lisgar Collegiate Institute Co-operative Education Program

When entering a workplace in the community, Co-op students act as ambassadors of not only the Co-op program, but also of Lisgar. This is a big responsibility and as such, it is important that students demonstrate a genuine interest in participating in Co-op, have reasonable expectations for a placement, exhibit mature and responsible behaviour at school and demonstrate excellent attendance and punctuality skills, before they are ready to enter into a community placement. Not everyone who applies to Co-op will be automatically accepted. Once your application is submitted, your suitability and readiness for the program will be decided through an interview and Lisgar Staff and Administration input on behaviour, maturity, attendance and punctuality.

Name: _____	School: _____
Address: _____	Date of Application: _____
City: _____ Postal Code: _____	Grade: _____ P1 Teacher: _____
Phone #: _____	Email Address: _____
Date of Birth: _____	Do you have an IEP? <input type="checkbox"/> Yes <input type="checkbox"/> No

Future goal after secondary school? (please circle one)

WORK

APPRENTICESHIP

COLLEGE

UNIVERSITY

Co-op placement area in order of preference.

(Indicate 3 specific placements that you would be happy doing your placement at. It is best if you've asked them if they take students.)

1. _____	Phone #: _____
2. _____	Phone #: _____
3. _____	Phone #: _____

Transportation:

Car

Ride

Bus → Bus Pass? Yes ___ No ___

Courses and/or experience you have which are related to job/placement preference:

Proficient in the following computer software programs:

List part-time job(s) and/or volunteer work:

Involvement on Teams/Clubs/Organizations:

GENERAL SKILLS: Check (√) the word that best describes your skills:

	EXCELLENT	GOOD	FAIR	NEEDS DEVELOPMENT
1. Attendance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Punctuality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Communication:				
listening	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
written	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
oral/presentation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Time Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Thinking and Problem-Solving	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Respect for Others' Opinions and Ideas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Teamwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Ability to Research	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Computer Skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Mathematical Ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Technical Skills (specific to job)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. I Prefer:				
Working Alone	<input type="checkbox"/>	In a Group	<input type="checkbox"/>	

CO-OP STUDENT IS RESPONSIBLE FOR ALL COSTS ASSOCIATED WITH THEIR PLACEMENT.

Applicant's Signature: _____

Answer the following questions. Feel free to use a separate page if more space is necessary.

1. Why do you wish to participate in the Cooperative Education Program?

2. Explain why you would be a good candidate for this program.