

<b>Co-op Work Schedule Options &amp; Academic Progress</b>	
<b>Academic Status:</b> <ul style="list-style-type: none"> <li>Minimum GPA must be maintained throughout enrollment  Undergraduate: 2.0 <span style="float: right;">Graduate: 3.0</span> </li> </ul>	
<b>Work Period:</b> <ul style="list-style-type: none"> <li>Complete a <b>minimum of 12 consecutive weeks</b> <u>during an academic term</u> (fall, spring, summer).</li> <li>A full-time work period begins no later than the “last day to add/drop without tuition liability.”</li> <li>A work period ends on the last day of the Mason exam period during any given term.</li> </ul>	
Undergraduate	Graduate
<b>Part-time:</b> <ul style="list-style-type: none"> <li><b>Work</b> 15 - 32 hours per week*</li> <li><b>Credit Enrollment:</b> Must enroll for <u>at least 6 credits</u> while working during the fall or spring term, unless 12 credits are required by financial aid, insurance, etc.</li> </ul> <p>*NOTE: Under the Federal Government SCEP Program, a minimum of 640 work hours must be competed to meet the requirements for non-competitive conversion after graduation (<i>e.g., 20 hrs. per week X 16 wks. = 320 hours.</i>)</p>	<b>Part-time:</b> <ul style="list-style-type: none"> <li><b>Work</b> 15 - 32 hours per week*</li> <li><b>Credit Enrollment:</b> Must enroll in <u>at least 6 credits</u> while working during the fall or spring semesters, unless 9 credits are required by financial aid, insurance, etc.</li> </ul> <p>*NOTE: Under the Federal Government SCEP Program, a minimum of 640 work hours must be competed to meet the requirements for non-competitive conversion after graduation (<i>e.g., 20 hrs. per week X 16 wks. = 320 hours.</i>)</p>
<b>Full-time:</b> <ul style="list-style-type: none"> <li><b>Work</b> 33 - 40 hours per week</li> <li><b>Credit Enrollment:</b> <ul style="list-style-type: none"> <li>Enroll in a <u>maximum of 9 credits</u></li> <li>Students who work in a full-time Co-op position must enroll in a minimum of 3 credits their <u>last semester</u></li> </ul> </li> </ul>	<b>Full-time:</b> <ul style="list-style-type: none"> <li><b>Work</b> 33 - 40 hours per week</li> <li><b>Credit Enrollment:</b> <ul style="list-style-type: none"> <li>Enroll in a <u>maximum of 6 credits</u></li> <li>Students who work in a full-time Co-op position must enroll in a minimum of 3 credits their <u>last semester</u></li> </ul> </li> </ul>
<b>Academic Progress:</b> <ul style="list-style-type: none"> <li>Completion of a minimum of 18 credits within a 12-month period from the start of a Co-op position AND for each additional 12-month period in Co-op thereafter.</li> <li><b>Minimum GPA</b> for entry into the Co-op program must be <b>maintained</b> throughout enrollment in the Co-op program.</li> </ul>	<b>Academic Progress: **</b> <ul style="list-style-type: none"> <li>Completion of a minimum of 9 credits within a 12-month period from the start of a Co-op position AND for each additional 12-month Co-op period thereafter.</li> <li><i>Students in 1st semester of graduate program <u>must</u> enroll in 6 credits.</i></li> <li><b>Minimum GPA</b> must be <b>maintained</b>.</li> </ul> <p>**Note: <i>Doctoral students</i> who have completed all their coursework are limited/ restricted to one work period when enrolled for dissertation/research credits only.</p>