University of Regina

Department of Biology

Biology BSc or BSc Hons with Co-op Designation

The goal of the Biology Co-op program is to provide hands-on job experience for students enrolled in the Biology BSc or BSc Hons programs. The BSc or BSc Hons with Co-op designation includes 120 credit hours of courses and three (3) work terms (each of four months duration); a fourth (4^{th}) work term is optional. The course requirements and course credit hours are identical to those of a Biology BSc or BSc Hons degree. The Co-op work terms may be at private companies, research institutions, government laboratories or universities; some work terms may include fieldwork or travel. The work terms will be graded on a Pass/Fail basis (work term reports form part of the grade). Work terms must receive a grade of "Pass" in order to count towards the Co-op designation.

Entrance criteria:

- At time of the application deadline (the deadline for applications is at the start of each semester, with work terms to start at the beginning of the next semester), students must have completed at least 33 credit hours, but not more than 60 credit hours, towards a BSc degree in Biology. Courses taken must include BIOL 100, BIOL 101 CHEM 104, at least one of CHEM 105/CHEM 140, and at least two 200-level Biology courses.
- Courses that are not part of Science BSc programs (e.g. PMTH 091 and 092) do not count toward the 33 to 60 credit hours.
- In the semester before the requested first work term, students must be registered for at least two additional 200-level BIOL courses, with a total course load of at least 12 credit hours. This means that student would have completed at least four 200-level Biology courses and two Chemistry courses prior to the first work term.
- GPA of at least 70% overall (= 70% UGPA) and in courses required for the major (= 70% PGPA).

What if you do not meet the Biology Co-op entrance criteria?
Applications from students that do not meet the entrance criteria (e.g. too many credit hours, not enough Biology courses) will be evaluated on a case-by-case basis, i.e. you can still apply for entry.

To continue in the Co-op program, students must:

- Maintain a GPA of at least 70% overall and in courses required for the major.
- Enrol in at least 12 credit hours in Fall and Winter academic semesters between work terms.

Acceptance into the Co-op Program Versus Work Term Placements
Please keep in mind that acceptance into the Co-op program does not guarantee placement into a work term. There are sometimes more Co-op students looking for work placements than available placements. Do not drop your courses for an upcoming semester because you have been accepted into Co-op; always wait to find out about work placements.

Typical pattern (but not the only pattern) for entry into the Biology Co-op program:

- Complete three academic semesters (typically Fall, Winter and Fall), which include BIOL 100, BIOL 101, CHEM 104, CHEM 105 and/or CHEM 140, and at least two 200-level Biology courses, with a GPA of at least 70%.
- Apply for entry into the Co-op program in January of academic term #4 (between 33 and 60 credit hours of course work completed at the time of application - as an example, a student who took 5 courses per semester for three semesters, and then applied for entry into Co-op in January, would have completed 45 credit hours at the time of application). The first work term would be in May-August of second year (i.e. after the completion of academic term #4).
- Register for at least two additional 200-level BIOL courses for academic term #4, with a total course load of at least 12 credit hours.

Two possible sequences of academic terms and work terms (there are <u>many</u> other possible sequences as well):

Sept-Dec (Yr 1) *Academics #1*	**Jan-Apr (Yr 1)** *Academics #2*	**May-Aug (Yr 1)**	**Sept-Dec (Yr 2)** *Academics #3*	***Jan-Apr (Yr 2)** *Academics #4*	**May-Aug (Yr 2)** *Work-Term #1*	**Sept-Dec (Yr 3)** *Academics #5*
Jan-Apr (Yr 3) *Work-Term #2*	**May-Aug (Yr 3)** *Work-Term #3*	**Sept-Dec (Yr 4)** *Academics #6*	**Jan-Apr (Yr 4)** *Academics #7*	**May-Aug (Yr 5)** *Work-Term #4 (optional)*	**Sept-Dec (Yr 5)** *Academics #8*	**Jan-Apr (Yr 5)**

Sept-Dec (Yr 1) *Academics #1*	**Jan-Apr (Yr 1)** *Academics #2*	**May-Aug (Yr 1)**	**Sept-Dec (Yr 2)** *Academics #3*	***Jan-Apr (Yr 2)** *Academics #4*	**May-Aug (Yr 2)** *Work-Term #1*	**Sept-Dec (Yr 3)** *Academics #5*
Jan-Apr (Yr 3) *Work-Term #2*	**May-Aug (Yr 3)** *Academics #6*	**Sept-Dec (Yr 4)** *Work-Term #3*	**Jan-Apr (Yr 4)** *Academics #7*	**May-Aug (Yr 5)** *Work-Term #4 (optional)*	**Sept-Dec (Yr 5)** *Academics #8*	**Jan-Apr (Yr 5)**

*Apply for entry in the Co-op program at the beginning of January (see schedule and deadlines on the Co-op website) if you wish to have a Spring/Summer work term. General rule: at latest, apply for entry into Co-op at the *start* of the semester *before* the semester in which you wish to have your first work term.

The academic and work term sequences shown above are not the only possible sequences. However, regardless of the actual semester sequence used, students in the Biology Co-op Program must plan their academic terms so that they can complete the degree requirements of the BSc or BSc Hons in Biology.

There are typically few Science courses available in the Spring/Summer. Science courses that are typically available in Spring/Summer include CS 110, MATH 110 and STAT 100. Biology Co-Op students who not on Spring/Summer work terms should consider using Spring/Summer semesters to take Arts/MAP courses (18 credit hours are required), ENGL 100, ENGL 110, and other elective courses.

For Co-op students only, Faculty of Science rules allow for 15 credit hours of courses to be taken in Spring/Summer (12 credit hours is the maximum for other students).

Time to Completion of a BSc Biology with Co-op
Depending on the timing of the work terms (Spring/Summer, Fall, Winter) the Co-op program will take two to three semesters longer than a regular BSc or BSc Hons program, assuming that students take 15 credit hours of courses during academic semesters.

Work Terms
Work terms are arranged by the University of Regina Co-op Office (http://www.uregina.ca/careercentre/coop/). There is a system of interviews and "matching" between employers and students (run by a computer program called "Placepro"). The Co-op Office also offers seminars about topics as résumé writing and workshops about how to prepare for an interview; attendance at these seminars is mandatory.

With special permission, double work terms (8 months duration) may be arranged. These double work terms must be approved by the employer, the student, the departmental Co-op coordinator and the Co-op Office. Double work terms require the submission of two work term reports (after four months and after eight months).

Most, but not all, work terms are located outside of Regina (although always within western Canada to date). Many require fieldwork, and many require a valid driver's licence.

In addition, summer research positions that involve working for university faculty members or for agencies that do science, *may also count as a Co-op work term*. In fact, NSERC USRA or University of Regina UGRA positions can also be used as work terms. If you are planning to use such a position as a Co-op work term, please first consult with your research supervisor.

Important University of Regina Co-op Rules

- A maximum of one course (3 credit hours) may be taken during a work term, and only with permission of the employer. The course cannot interfere with regular work hours.
- Sometimes students will request to take more than one course during a work term. Such requests must be first approved by the employer and then sent to the Associate Dean of Science Academic (science.ada@uregina.ca). Approval to take more than one course is not automatic.

Other Considerations
Most employers expect that Co-op students will have a valid driver's licence. If you don't have a driver's licence it is important to provide that information to the Co-op Office *before* you interview for jobs. In addition, some positions require a security check (e.g. positions at Agriculture and Agri-Food Canada).

Students entering the Co-op program must be available to attend the mandatory Co-op seminars (e.g. résumé-writing and interviewing workshops).

Lastly, if you have personal considerations, medical issues etc, that preclude participation in certain types of employment, at the time of application please indicate the types of employment that are simply not suitable. For example, if you must work exclusively in Regina, there is no point in interviewing for an out-of-town position. Or, if occasional over-time work is not an option for you, this should also be indicated. Similarly, if field work is not possible for you, please indicate that beforehand. The Co-op Office tries to maximize the efficiency with which students and employers are matched, but the Office needs to have the required information in order to perform the matches, and potential employers prefer to interview candidates that might conceivably work for them.

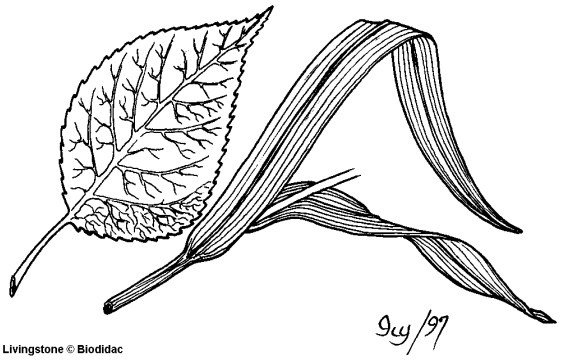
Further Information

For further information about the Biology Co-op program, please contact the Biology Co-op Coordinator:
Dr. Harold Weger (LB 255)
E-Mail: harold.weger@uregina.ca

For further information about U of R Co-op programs in general, please visit the U of R Co-op office (RC 163).
Website: http://www.uregina.ca/careercentre/coop/
E-mail: coopoff@uregina.ca
Tel: (306)585-4600

Co-op Schedule

The Co-op schedule (for information sessions, workshops, application due dates etc) is always available on the Co-op website. It's important to keep track of the schedule.



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