

MEMORANDUM

To: Humanities Chairs, University of Toronto Scarborough
Cc: Humanities Chairs' Assistants
From: Professor Lynn Tucker, Associate Dean Experiential & Global Learning
Susan Soikie, Director, Arts & Science Co-op and WIL
Date: 18 December 2023
Re: **Important Updates to U of T Scarborough Arts & Science Co-op Programs**
Note: For broad distribution

Dear Chairs,

I hope this message finds you well. We are excited to follow up on our previous conversations regarding important upcoming changes for our co-op programs at the University of Toronto Scarborough. These changes are aimed at improving student experience and ensuring compliance with key industry standards.

The changes outlined have been approved for all Science co-op programs and come into effect in Fall 2024. Fall 2025 is the target date for Arts co-op programs.

Three key changes are being introduced to the co-op requirements:

Minimum Number of Work Terms is being increased from Two to Three:

To align with the [Ontario Co-op Tax Credit](#) and to meet the CEWIL Canada (Co-operative Education and Work Integrated Learning) [accreditation standards](#), U of T Scarborough's co-op programs will now require a minimum of three co-op work terms. This adjustment is a crucial step in maintaining our program's excellence and ensuring our students are well-prepared for the workforce.

Ensuring Co-op Sequence Viability:

To facilitate the smooth progression of our Arts & Science Co-op students and enable them to complete their degree requirements within a four-year timeframe, each academic department will work with the co-op office to identify at least four viable co-op sequences specific to their academic program that allows for three co-op work terms. These sequences will include two 4-month work term options and two 4-/one 8-month work term combinations from the outlined sequences. Providing students with clear pathways through their co-op programs, that consider both their academic and co-op requirements, will improve transparency for our students and provide them with a plan to succeed in their 4-year co-op journey at U of T Scarborough.

New First Work Term Requirements:

To provide consistency and structure to the co-op work term requirements, and to enable students to successfully complete three work terms within a four-year timeframe, all Arts & Science Co-op programs will implement the following requirements for the first work term:

- a) Enrollment in Co-op SubjectPOST
- b) Completion of at least 7.0 credits
- c) 2.5 cGPA or higher

These outlined changes are part of our ongoing commitment to providing a high-quality U of T Scarborough Arts & Science Co-op program, and we are confident that these changes will enhance the value and impact of co-op experiences for students.

Thank you for your continued support as we work together to provide an outstanding co-op program for our students. As a next step, we will be reaching out to set up a time to continue the conversation and explore next steps together.

Warm Regards,

A handwritten signature in black ink, appearing to read 'Lynn Tucker', with a stylized flourish.

Lynn Tucker

Associate Dean Experiential & Global Learning

A handwritten signature in black ink, appearing to read 'Susan Soikie', in a cursive style.

Susan Soikie

Director, Arts & Science Co-op & WIL