

## University of West Florida Career Services Cooperative Education Recommendation Form

Student Name: \_\_\_\_\_ UWF ID: \_\_\_\_\_

Eligibility for registration in the Cooperative Education Program (CoOp) requires the recommendation of the Department CoOp Adviser and the Faculty/Academic Advisor. Your participation is vital to program effectiveness. The CoOp office is asking you to endorse the student either for next semester's or a future semester's placement. (Please note that we are not asking you to react to a specific assignment.) If you do not think the student would represent his/her curriculum and UWF in a positive and professional manner, we ask that you duly note that.

If this is a student's first semester at UWF, grades will be monitored closely, and no student will be allowed to accept an assignment without the required UWF 2.3 for those seeking an undergraduate degree and a 3.0 for those seeking a graduate degree. If you are recommending a student wait for assignment, please note your reason in the comment section below.

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Faculty/Academic Advisor \_\_\_\_\_  
(Please *Type or Print*)

_____ Discussed degree plan requirements	_____ Total hours completed toward degree
_____ Discussed course scheduling	_____ Total hours currently enrolled
_____ Discussed course offering sequence	_____ Total hours remaining toward Completion of current degree

Comments:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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Department CoOp Advisor (DCA) \_\_\_\_\_  
(Please *Type or Print*)

Recommended:

_____ Current placement	_____ Insufficient knowledge for placement at this time
_____ Later placement	_____ Do not recommend placement

Comments:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this form via the student or campus mail (Bldg. 19) as soon as possible.**

Thank you for supporting the Cooperative Education Program by participating in the recommendation process. You are invited to contact the CoOp office (x 2255 or [coopeducation@uwf.edu](mailto:coopeducation@uwf.edu)) at any time.