

# IISS Student Information Sheet

## Professional Identity Unit & Co-op Placement\*

Federation University's **Co-operative Education Model** enables students to apply their studies to real workplace experiences. This is achieved through a variety of avenues including career preparation units (e.g. Professional Identity) and co-op placements.

DISCIPLINE	8 WEEKS STUDY (deferred grade until placement completed)	12 WEEKS STUDY (placement optional - elective)	12 WEEKS PLACEMENT
<b>Business</b>	<ul style="list-style-type: none"> <li>Business (BI5)</li> </ul>	<ul style="list-style-type: none"> <li>Professional Accounting (BH5)</li> </ul>	<ul style="list-style-type: none"> <li>Business (BU5)</li> </ul>
<b>Science</b>	<ul style="list-style-type: none"> <li>Science (SC5)</li> </ul>	<ul style="list-style-type: none"> <li>Biomedical Science (SB5)</li> <li>Environmental and Conservation Science (SE5)</li> <li>Veterinary and Wildlife Science (SV5)</li> </ul>	<ul style="list-style-type: none"> <li>Science (SI5)</li> </ul>
<b>Engineering</b>	<ul style="list-style-type: none"> <li>All Engineering Students (EG8)</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>All Engineering Students (EN8)</li> </ul>
<b>Information Technology</b>	<ul style="list-style-type: none"> <li>All IT Students (CT5)</li> </ul>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>All IT Students (IT5)</li> </ul>

FURTHER DETAILS	
<b>8-WEEKS STUDY</b> <b>Unit: COOPC102X</b> <i>(with deferred COOPC200X placement and grade)</i>	<ul style="list-style-type: none"> <li>Students complete 8 weeks of classroom learning typically in the 1st year of their course.</li> <li>Co-op placement COOPC200X will occur later in the course.</li> <li>COOPC102X will remain "open" with a deferred grade until co-op placement is completed, then COOPC102X and COOPC200X will be closed off together once a satisfactory 60-working days/450 hour placement has been completed.</li> </ul>
<b>12-WEEKS STUDY</b> <b>Unit: COOPC102X</b> <i>(no placement)</i>	<ul style="list-style-type: none"> <li>This is a complete unit, no placement.</li> <li>Elective unit which may be undertaken anytime during a students' course with academic approval.</li> <li>After completion of COOPC102X, students may opt-in to undertake a co-op placement as an elective.</li> </ul>
<b>Unit: COOP_1001</b> <i>(no placement)</i>	<ul style="list-style-type: none"> <li>This is a complete unit, no placement.</li> </ul>
<b>12-WEEKS PLACEMENT</b> <b>Unit/s: COOPC202X or COOP_2011 and 2012</b>	<ul style="list-style-type: none"> <li>Students to undertake 60 working days/12 weeks full-time (or 450 hours part-time equivalent) paid placement.</li> </ul>

**LEGEND:-**
**Professional identity**

 COOP\_1001 or COOPC102X

**Co-op placement**

 COOPC200X or COOPC202X or COOP\_2011 and COOP\_2012

DISCIPLINES	SUFFIX	2024 INTAKE	2025 INTAKE
Business	X = 3	COOP <u>C</u>	COOP <u>B</u>
Information Technology	X = 4	COOP <u>C</u>	COOP <u>I</u>
Engineering	X = 5	COOP <u>C</u>	COOP <u>E</u>
Science	X = 6	COOP <u>C</u>	COOP <u>S</u>

## Important

- Applying for a co-op placement is a competitive process, you'll need a resume and cover letter to apply for opportunities.
- Industry review applications, short list and interview students, and then offer the successful student/s a placement.
- Therefore, securing a co-op placement is not guaranteed.
- If you're not successful in securing a co-op placement or don't wish to do one, please seek guidance from your Course Coordinator on alternative units available to you.

## Support Services available

**Student Administration** (and your Course Co-ordinator) can assist with questions regarding your study plan, unit options and course progression:

- Either log an enquiry through our CRM portal: [FRED \(Federation Request and Enquiry Dashboard\)](https://fred.federation.edu.au) - [fred.federation.edu.au](https://fred.federation.edu.au)
- or*
- Book a 1:1 appointment with a Student Administration Officer: [StudyAdvice@federationuniversity.onmicrosoft.com/bookings](mailto:StudyAdvice@federationuniversity.onmicrosoft.com/bookings)

**FedUni Careers and Employability Team** can review your cover letter and resume in readiness for your co-op placement application and prepare you for interview:

- [federation.edu.au/current-students/assistance-support-and-services/student-development-and-careers](https://federation.edu.au/current-students/assistance-support-and-services/student-development-and-careers)
- Appointments can be easily made via **EDGE**: [federation-csm.symplicity.com](https://federation-csm.symplicity.com)

**Co-operative Co-ordinators** administer co-op placements from application to completion:

- [student-essentials/co-op-placements](https://federation.edu.au/current-students/assistance-support-and-services/student-development-and-careers)
- Phone 03 5327 6002

*\* Information contained in this flyer is relevant to the 2024+ UG student intake (last updated 16/09/2024). Please contact Student Administration or your Course Co-ordinator for academic guidance pre-2024.*