

State University of New York at New Paltz - USA
School of Science and Engineering
Department of Electrical and Computer Engineering

Co-op/Internship/Fieldwork Purpose and Procedure

The Department of Electrical and Computer Engineering at the State University of New York at New Paltz has decided to offer a co-op program to provide a real world engineering experience for students. Also known as *fieldwork and internship*, this is an elective course and will receive **three credits and a grade**. Students must have completed their junior year to register for this co-op/internship and may take this option either during the academic semester or during the summer. The department will place qualified students with a company or the students may find their own place of work. This is an unpaid position; however, the department would appreciate it if the company would compensate students to some extent. The students are expected to work with an engineer or manager on a project. The project should include the elements of design, test, and analysis. The total duration of the co-op/internship should be a minimum of 250 hours of work.

Before starting: students should obtain a letter from the company they will be working for, describing the details of their activities; fill out a "FIELDWORK" registration form and register. **After the completion of work:** their company supervisor evaluates the students and a copy of the evaluation should be sent to the department; **students must give a presentation**; students should submit a full report to the department of their activities, experiences gained, and subjects learned. After studying the evaluation report and the report submitted by the student, he/she would receive an appropriate grade.