Professional Experience Year Co-op (PEY Co-op)

Student Recruitment Key Dates

- Paid work term (12 – 16 months in duration)
- Students work between May 2022 – August 2023
- 3rd year Engineering + Arts & Science Students

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 10th – 21st, 2021</td>
<td>PEY Co-op online registration through the Engineering Portal</td>
<td>Registration: re-opens in January 2022 for students who did not register in September 2021.</td>
</tr>
<tr>
<td>September 28th, 2021</td>
<td>Student development workshops begin (Online sessions for cover letter, resume, interview prep)</td>
<td>Check the PEY Co-op website for schedule</td>
</tr>
<tr>
<td>September 28th – October 17th, 2021</td>
<td>Mandatory PEY Co-op Pathway to Success workshop Available online via Quercus with optional Q&amp;A sessions*</td>
<td>Starting September 28th, workshops can be viewed and scheduled through the PEY Co-op Career Portal &amp; Quercus</td>
</tr>
<tr>
<td>Job Postings: October 4th, 2021– June 30th, 2022</td>
<td>Students can apply to PEY Co-op postings on the PEY Co-op career portal</td>
<td>Attendance to this workshop is a pre-requisite for PEY Co-op job board access. Attendance will be checked upon completion of the session and quiz online. Once students have completed the mandatory workshop and quiz, their PEY Co-op career portal account will be activate. Note: Please allow 3-5 business days after completing the quiz to log into the Engineering Career Portal.</td>
</tr>
<tr>
<td>October 18th 2021– July 15, 2022</td>
<td>Interview Period</td>
<td>Telephone, virtual interviews*, or in-person</td>
</tr>
<tr>
<td></td>
<td></td>
<td>*Check your email (used to register in PEY Co-op) regularly</td>
</tr>
<tr>
<td>October 2021 – August 2022</td>
<td>Job Offer Period</td>
<td>Offers can be extended by the PEY Co-op office or the employer, by email, phone, or in person. Students are typically given 2 – 3 days to decide</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Last day to accept a PEY Co-op offer: August 5th, 2022</td>
</tr>
</tbody>
</table>
**ECC Recruitment Activities on Hold Due to Winter Break**

- **December 22nd, 2021 – January 2nd, 2022**
  - ECC recruitment activities are on hold due to Winter Break.
  - Some jobs may be live over the break.
  - Office re-opens on Jan 3rd, 2022.

- **January 5th - 19th, 2022**
  - PEY Co-op online registration through the Engineering Portal.
  - For students who did not register in September 2021.

- **January 24th – 31st, 2022**
  - PEY Co-op Pathway to Success workshop (for students who registered in January).
  - Available online via Quercus with optional Q&A sessions*.
  - Attendance to this workshop is a pre-requisite for PEY Co-op portal access.
  - Once students have attended the workshop and completed the associated quiz, their PEY Co-op career portal account will be activated.

- **January 2022 – August 2022**
  - Last date for: Job postings (June 30th), interviews (July 15th) & offers (August 5th).
  - Student development workshops are ongoing, sign up through your career portal account.

- **February 14th, 2022 – August 5th, 2023**
  - Transition to Workplace Workshop and Quiz (Mandatory for those who secure PEY Co-op work terms).
  - Students will receive an email with instructions on how to complete the quiz online via Quercus.

*The Engineering Career Centre (ECC) is working remotely in support of the University of Toronto’s efforts to slow the transmission of COVID-19. All services are being provided online.*

**The minimum length of a qualifying PEY Co-op work term is typically 12 months continuous work, at one company. Extenuating circumstances impacting certain industries and students (such as the ongoing pandemic) will be assessed on a case-by-case basis, when considering exceptions to the minimum.**