



**Independent Work Term Approval Form**

Please send the completed form to [pey.coop@utoronto.ca](mailto:pey.coop@utoronto.ca) along with a copy of your:

1. *Job description*
2. *Signed contract with the student signature and employer signature. The contract must be written in English and must include the salary, and start and end dates*
3. *The completed Work Term Agreement form which can be found on the [PEY Co-op Program Requirements](#) page*

Please note it will take time to review your information. Do not book any travel before your work term is approved by our office.

**STUDENT INFORMATION:**

<b>Full Name:</b>		
<b>Student Number:</b>		
<b>Campus and Faculty:</b>		
<b>Major Discipline:</b>		
<b>International Student?</b>	<b>Yes</b>	<b>No</b>
<b>Which work term is this for?</b>	<b>Summer Co-op Work Term</b>	<b>12-16 Month Work Term</b>

**COMPANY INFORMATION:**

<b>Company Name:</b>	
<b>Company Website:</b>	
<b>Company Address:</b>	

**SUPERVISOR INFORMATION:**

**(if a supervisor has not yet been assigned to your role, provide the HR contact's information)**

<b>Supervisor Name:</b>	
<b>Supervisor Title:</b>	
<b>Supervisor Phone Number:</b>	
<b>Supervisor Email Address:</b>	
<b>Supervisor Work Location:</b>	
<b>Is the company (or your contact within the company) aware that you are participating in the PEY Co-op program?</b>	<b>Yes</b> <b>No</b>



**STUDENT WORK INFORMATION:**

<b>Job Title:</b>	
<b>Address of Workplace:</b>	
<b>Will you be working remotely in this role?</b>	
<b>Will you be travelling outside of Canada in this role?</b>	
<b>Contract Start Date:</b>	
<b>Contract End Date:</b>	
<b>Compensation:</b> Indicate an Hourly rate for your SCWT <b>OR</b> Annualized salary for 12-16 Month CWT	<b>Currency: CAD      or Other (specify):</b>
<b>Number of hours you will be working per week</b>	
<b>How did you find this opportunity? (company website, networking, job board)</b>	

**JOB DESCRIPTION:**