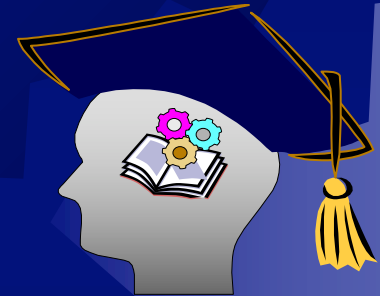
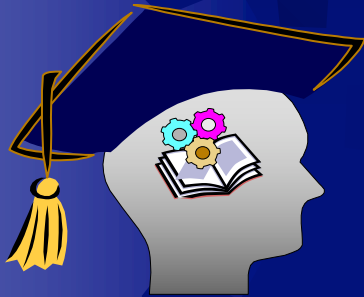




# 2010 Sponsor Appreciation and Interview Day



College of Engineering & Computer Science  
California State University, Northridge

# Agenda

- ★ Welcome Address - Dean S T Mau
- ★ How does it all work? - Dr. Mike Kabo
  - Preparations behind the scene
- ★ How does it all work? – Dr. Shan Barkataki
  - Today
    - The interview arrangements
  - Next two weeks
    - 2<sup>nd</sup> interviews & hiring
    - Work ethics seminar
  - June
    - Starting work
  - Next 12 months
    - Learning, mentoring, supervising
- ★ Questions and Comments



# Today



- ✦ Company Caucus
  - ✦ Resume review
  - ✦ Do it right here
- ✦ Breakout to the interview rooms
  - ✦ We will guide you
  - ✦ Faculty offices !!
- ✦ Interviews start at 2:00 PM
  - ✦ 20 minute interview sessions
  - ✦ 10 minute break
  - ✦ Last one at 5:00 PM



# Today ...

- ★ Ranking by Sponsor and Students
- ★ Return these to the Co-Op Office

California State University  
**Northridge**

College of Engineering and  
Computer Science  
*Honors Cooperative Internship  
Program*

**Company's Ranking of Interviewed Students**

Company: \_\_\_\_\_ Position #: \_\_\_\_\_

Position Description: \_\_\_\_\_ Room #: \_\_\_\_\_

Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_

Please indicate your ranking for each student you interviewed using a **progressive scale of 3 to 0**. A rank of 3 indicates that you are very interested in hiring the student. A rank of 0 indicates that you have interest in hiring the student.

No	Student Last name, First name	Time slot	Ranking (3 best fit 0 No fit)	Comments (if any)

Please complete and mail or fax by April 26<sup>th</sup>, to  
Michelle Manchester  
College of Engineering and Computer Science  
California State University, Northridge  
18111 Nordhoff St., M/C 8295  
Northridge, CA 91330-8295  
FAX (818) 677-5982

Rev. 04/05 FM14

California State University  
**Northridge**

College of Engineering and Computer  
Science  
*Honors Cooperative Internship Program*

**Student's Ranking of Companies**

*Please complete this form on the day of the campus interview and return to the CECS Co-Op Office En 2408 before 5:00 PM*

Your Last name: \_\_\_\_\_ First name: \_\_\_\_\_

Please rank the companies you interviewed with using a progressive scale of 3 to 0. A rank of 3 indicates that you are very interested in working for the company. A rank of zero indicates the opposite, i.e. you have no interest in working for that company. Your input will be considered if more than one company ranks you at 3.

Company	Position #	Ranking 3 best fit 0 no fit	Comments, if any

Check one box below only if you have a current job. If offered an internship, then

I plan to work both my current job and the Co-Op internship.  
 I plan to leave my current job and work only the Co-Op internship.  
 I will decide after I receive an offer.

Any other comments: \_\_\_\_\_

\_\_\_\_\_

COECS Honors Co-Op Program Office  
Room EN 2408  
FAX (818) 677-5982

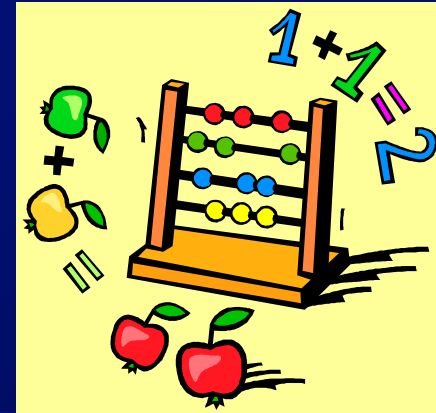
Rev. 04/05 FM13



## Next two weeks- Pairing

### ★ Faculty recommends students to Sponsors

- ★ 1 student per position
- ★ Selection is based on rankings by the sponsor AND the student
  - 3 is super match
  - 2 is good match
  - 1 is acceptable match
  - 0 not acceptable



# Next two weeks - Offers

## ★ Sponsor makes hiring decision

- ★ 2<sup>nd</sup> interviews, if needed
  - At your site though your HR organization
- ★ Offers and negotiations
- ★ Sponsor informs HC office of hiring decision
  - HC office informs student
- ★ Student accepts job offer
  - Student informs HC office
- ★ HC office coordinates
  - Orientation and enrollment (Visa for F1 students)



# May

- ★ Orientation seminar

- ★ Rules of conduct
- ★ Work ethics
- ★ Professional etiquette



- ★ Busy with the finals



- ★ Invite your intern to visit your company?

# June

## ☀ Interns

- ☀ start work



## ☀ Sponsor

- ☀ Assigns supervisor/ mentor
- ☀ Arranges new employee initiation



## ☀ HC assigns faculty advisor

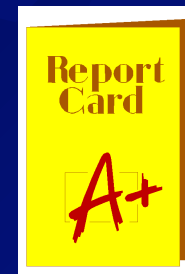
## ☀ Student

- ☀ Enrolls in Honors Co-Op class
  - ☀ Academic component



# Next 12 months

- ☀ Interns work, learn and grow ....
- ☀ Every semester
  - ☀ Faculty visits and evaluations
  - ☀ Intern work experience report
  - ☀ Supervisor evaluation
    - Affects student grades



# Fun in February

- ★ Annual HC Breakfast Fest
  - ★ Sponsor, Faculty & students



- ★ Work experience competition

- ★ All interns participate
- ★ 4 best presentations win prizes
  - You will be the judge



- ★ Get ready for March
  - ★ Position descriptions
  - ★ Job requisitions ...



# Student Commitment

## ★ Student's Commitment

- ★ Work at least one-year
- ★ Typically full-time in summer, 20 h/wk during fall and spring semester
- ★ Follow HC academic process and activities
  - Reports
  - Presentations
  - Final work experience paper



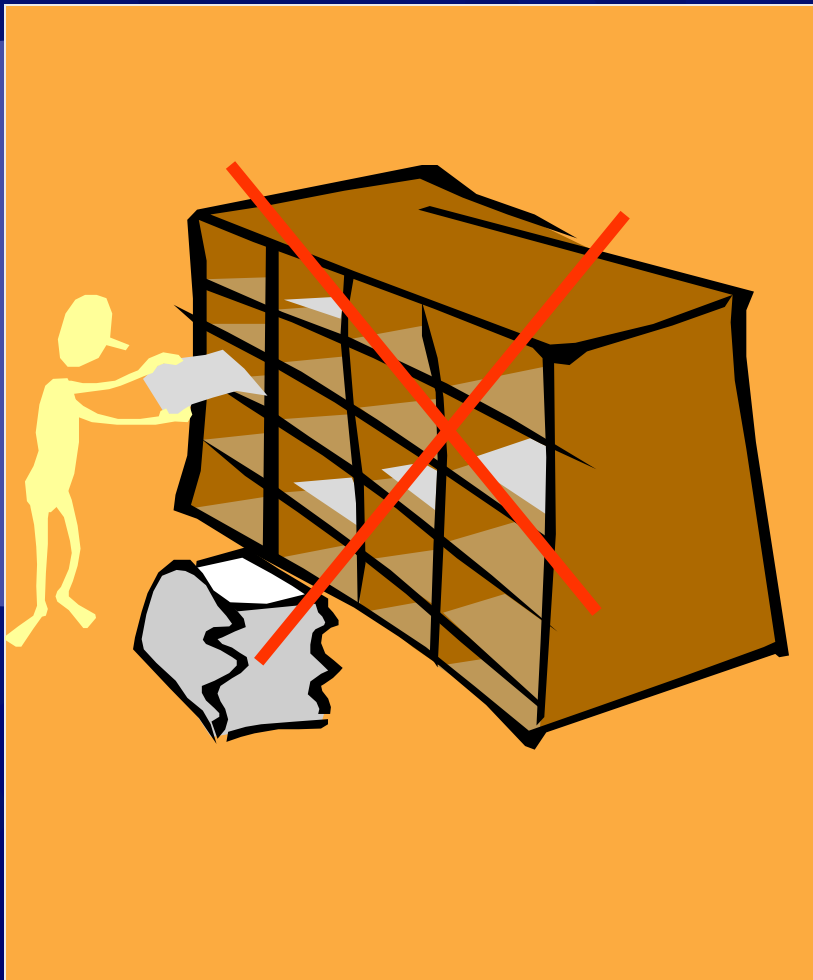
# Sponsor's commitment

- ★ Sponsors agree to
  - ★ Facilitate a learning environment for the interns
  - ★ Give technical work assignments
  - ★ Not make unreasonable demands on intern's time
    - ★ Midnight shifts during the academic year
    - ★ Excessive overtime





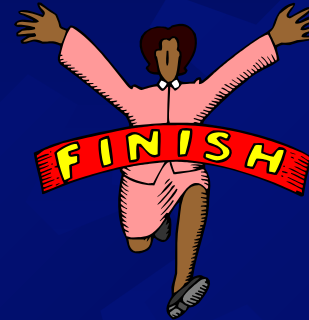
# The Good, bad, and the



# May next year



☀ The End



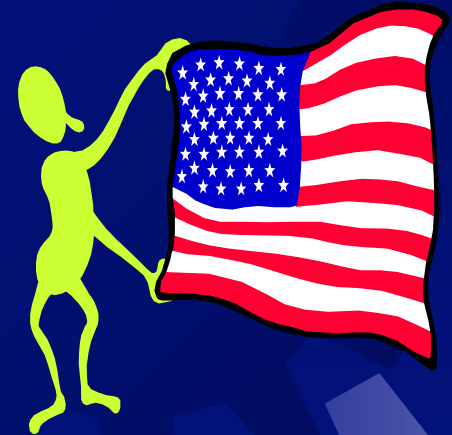
☀ Or is it?

- ☀ Historically, more than 75% of the interns stay with the sponsoring company after completion of their internship
- ☀ This year, most students are continuing



# International students- CPT/OPT

- ★ For F1 Visa holders
  - Curricular Practical Training CPT
    - Dept of homeland security (INS) approved
    - CPT is linked to the curriculum
    - Supervised by faculty
    - 2 years possible
  - Optional Practical Training OPT
    - For 1 year after graduation
  - CSUN International Student Office (ISO) handles paperwork for visa



Questions?

