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LeBow COLLEGE OF BUSINESS

GRADUATE CO-OP PROGRAM (GCP) GRADUATE STUDENT AGREEMENT

Please initial and sign as indicated below. Your signature will serve as verification that you have read and understand each provision, and agree to adhere to all statements therein.

1. _____ I must complete a minimum of 8 LeBow graduate level courses (24 credits) level with grades of C or better prior to starting the GCP program. If this requirement is not satisfied I will not be granted entry to the program or GCP assignment.
2. _____ My participation in the GCP program requires that I enroll in to two courses over two consecutive terms: BUSN 750 098 during the first term of the program and BUSN 751 099 during the second term. I will be charged the regular tuition fee and will need to satisfy academic requirements for each course.
3. _____ If after completing my first GCP assignment (first two terms) I receive an extension to start on a second assignment (an additional two terms), I must declare and ultimately complete a second MBA Area of Concentration, enroll and pay for each GCP course again, and complete academic requirements for each GCP course during the second GCP assignment.
4. _____ I will notify Megan Sinz, Program Manager-Full time programs, of my GCP placement to receive the syllabus outlining academic requirements.
5. _____ It is my responsibility to contact my GCP academic advisor to satisfy all academic requirements.
6. _____ GCP courses BUSN 750 098 and BUSN 751 099 count in the calculation of my cumulative GPA.
7. _____ If I successfully complete the six-month GCP program I may apply 3.0 credits of GCP coursework (BUSN 751 099) toward an elective in the MBA and MS plans of study (if elective space is available). If I choose to pursue dual Areas of Concentration I can not use GCP credits to satisfy graduation requirements.
8. _____ If I rely on financial aid to support my studies I must maintain a minimum of 6 credits per term for my loan to be disbursed. While on GCP I must be enrolled in the GCP course as well as an additional LeBow graduate level course in order to receive my financial aid each term. I will coordinate these details directly with the financial aid office.

My signature acknowledges that I read and understand the policies outlined above.

Student Name (please print)

Student ID

Student Signature

Date



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GRADUATE CO-OP PROGRAM (GCP) APPLICATION

1. Last Name: _____ First Name: _____ Title: Mr. or Ms.

2. Current Address: _____

3. City, State Zip: _____

4. Drexel ID#: _____ E-mail: _____ Phone: _____

5. Degree Program: MBA with Field(s) of Concentration: _____ M.S. _____

6. I have reviewed, signed, and returned with this application the GCP Agreement. Yes No

7. Indicate the term that the beginning GCP experience is desired: Term: _____ Year: _____

**Please remember to apply three terms prior to the term you wish to apply for GCP.*

8. Have you applied for GCP participation before: Yes No

9. Have you participated in GCP previously? Yes No

If yes, list dates of participation, and concentration/area of work specialization:

10. How many advanced-level (600+) graduate LeBow courses have you completed? _____

If you have completed less than 8 advanced-level graduate courses, please indicate anticipated credit hours you will be enrolled in each term before your GCP term:

Fall: _____ Winter: _____ Spring: _____ Summer: _____

11. Signature _____

Office Use Only: GMAT: _____ GPA: _____ Holds: _____

This applicant has met the preliminary academic qualifications for GCP and is authorized to continue the application process:

Signature of Director, Masters Programs in Business

Date