

University of Nevada, Las Vegas

Department of Civil and Environmental Engineering and Construction (CEEC)

Cooperative Education Internship Approval Form

CEE 225, CEE 325 or CEE 425

(Please fill the form, sign, and send it to engineering.advising@unlv.edu)

Name:

NSHE ID:

Which course will you be enrolling (**check one**):

CEE 225

CEE 325

CEE 425

Semester (**check one**):

Fall

Spring

Summer

Year:

Employer:

Employee: Address:

Internship Supervisor Name:

Internship Supervisor Contact Information:

Phone:

Email:

Internship Supervisor Signature:

Date:

Number of hours working each week:

Brief Description of Internship Duties:

Required Approvals:

CEEC Department Chair Signature

Date:

College of Engineering Academic Advisor Signature

Date:

NOTE: Please check your UNLV email regarding the requirements and assignments for this course. If you do not receive emails, please contact the CEEC Department Chair regarding any assignments and due dates.

In order to receive credit for (1) civil engineering technical elective you must complete one semester of CEE 225, CEE 325 and CEE 425 for a total of 3 credits.

Instructions For Taking a Cooperative Training course:

1. You must enroll into the course at the beginning of the semester.
2. To enroll, complete a Cooperative Education Internship Approval Form.
3. On the form, briefly explain the description of duties of the internship, as well as the topic to be reported at the end of the semester.
4. Please have your UNLV advisor, internship supervisor, and the Civil & Environmental Engineering department chair sign and approve the form.
5. Submit the completed and signed Cooperative Education Form to the Civil & Environmental Engineering department. Once submitted, the departmental administrative assistants will give you permission in the MyUNLV system to enroll into the desired course.
6. Submit monthly progress reports.
7. A student must work at least 200 hours at the internship, during the semester.
8. Before exam week of the semester, please submit a short report to the department summarizing your work during the internship. This report will need to be signed by your internship supervisor. A grade will be assigned based upon the report.
9. Please remember that you can only complete one Cooperative Training course per semester. If you complete CEE 225, CEE 325, and CEE 425, you can use the three total credits to count for one UNLV technical elective.

Below are the UNLV course descriptions for the Cooperative Training courses:

CEE 225 - Cooperative Training I

Introductory individual off-campus learning experiences in civil engineering. Students apply engineering concepts and theories in work-related settings. Minimum 200 supervised hours required. Progress reports required at least monthly. Final report and/or final poster required.

- Credits: 1
- Prerequisites: Sophomore standing in engineering. Prior approval of employer and department.
- May be repeated once.
- No more than one (1) credit of CEE 225 may count towards the degree.

CEE 325 - Cooperative Training II

Individual off-campus learning experiences in civil engineering. Students apply engineering concepts and theories in work-related settings. Minimum 200 supervised hours required. Progress reports required monthly. Final report and/or final poster required. A combined maximum of three credits in CEE 225 and CEE 325 may count towards the degree.

- Credits: 1
- Prerequisites: Junior or senior standing in engineering. Prior approval of employer and department.
- May be repeated twice.

CEE 425 - Cooperative Training III

Continuation of off-campus individual learning experiences in Civil Engineering. Students continue to apply engineering concepts and theories in work-related settings. Minimum 200 Supervised hours. Final report and/or final poster required. Progress report is required monthly.

- Credits: 1
- Prerequisites: Junior or senior standing in engineering.