

Career Services and Co-op/Internship (COIN) Program

Career Services

The Worldwide Career Services Office is committed to providing "lifetime career support" to both students and alumni. Our offerings include complimentary resume reviews, virtual one-on-one appointments, and access to career networking events. Our mission is to assist and prepare students for a successful career by enhancing their career competencies and skills.

Career Services actively establishes and maintains corporate partnerships to facilitate meaningful connections between students and high-quality employers. We encourage students to engage with the Worldwide Career Services Office soon after matriculation to:

1. Develop a strategic career plan with the guidance of a Career Support Manager.
2. Activate a Handshake profile and upload a resume for professional review.
3. Explore co-op/internship opportunities to gain valuable industry experience and enhance hiring potential.
4. Network with leading employers at industry conferences, Expos, LinkedIn and Worldwide's C.A.R.E.E.R. Ready Club.

Connecting with WW Career Services also provides access to valuable resources, including CareerShift, Big Interview, Interstride, and Jobscan.

Embry-Riddle students and alumni, regardless of campus affiliation, are eligible to attend all university Industry/Career Expo events. These events offer the opportunity to network face-to-face with top industry employers and business professional attire is highly recommended. For additional information, please contact Career Services at wcarser@erau.edu or visit the ERAU Worldwide Career Services website.

Embry-Riddle does not offer or guarantee job placement services; however, we provide continuous career support to ERAU students and alumni regardless of grad completion date.

Co-op/Internship (COIN) Program

Embry-Riddle's Co-op/Internship (COIN) Program serves as a crucial link between theoretical classroom learning and practical application in various industries. Participation in the program is exclusive to degree-seeking students and requires alignment with the student's academic degree program to qualify for University credit. Employment that is part of a student's current job is ineligible for co-op/internship credit, and not all degree programs may permit the application of open electives gained from the COIN program.

However, if a co-op/internship aligns with the degree program curriculum and meets specific course requirements, it may be considered for course substitution, subject to approval by the relevant College authority. All course substitution requests must be approved before the commencement of a qualifying Co-op/Internship. In some cases, students may receive University credit beyond degree requirements if the co-op/internship meets credit standards but does not directly apply to the acquired knowledge and skills in the industry.

For undergraduate students, eligibility requires current full-time enrollment with a cumulative GPA of 2.5+ and the completion of 30 college credit hours. Transfer students must have at least 12 credit hours with Embry-Riddle. Undergraduates can earn a maximum of 12 semester credit hours through the COIN Program, with no more than three consecutive terms of co-op/internship experience considered.

Graduate students must be current full-time students with a cumulative GPA of 3.0+ and the completion of nine (9) credit hours at Embry-Riddle. They are eligible for a maximum of three (3) semester credit hours at the graduate level through the COIN Program.

*Due to state authorization requirements, co-op/Internships must be conducted in approved states only.

International Students

For international students on an F1 visa, compliance with the aforementioned requirements is required in addition to the following conditions:

International students on an F1 visa must secure approval from the Principal Designated School Official (PDSO). Upon approval, the PDSO will update the student's I-20 to include the start/end dates of the training experience and the permissible weekly hours (part or full-time). The I-20 will be designated as Curricular Practical Training (CPT).

Co-op/internship opportunities for international students must be integral to the student's field of study and pursued solely for academic credit, not for "experience only" purposes. The Student and Exchange Visitor Program (SEVP) does not impose a set limit on the duration of Curricular Practical Training (CPT); however, engaging in full-time CPT for 12 months or more renders the student ineligible for post-completion Optional Practical Training (OPT). Engaging in part-time CPT (20 hours or less) does not impact eligibility for post-completion OPT according to SEVP regulations.