



Placement Process Semester 1 Student Checklist			
Step	Timeframe	Description and Reference	Check (✓)
1	JUN - SEP	Collaborate with PEL during the match and place process	
2	AUG - SEP	Complete institute-specific expectations as directed by PEL	
3	SEP	Attend mandatory Term 1 PEL Preplacement Orientation Seminar	
4	SEP - OCT	Locate mentor's workplace and deliver co-op documents	
5	OCT	Submit Journal 1: First Impressions of the Workplace to your PEL Dropbox	
6	OCT	Attend mandated Secondary School Gairdner Event	
7	DEC	Attend mandated PEL Fall Enrichment Seminar	
8	JAN	Submit Journal 2: Letter of Summative Evaluation to your PEL Dropbox.	