



# **ARMY RESERVE SPRING 2025 COOP TIMELINE**

## **What is the Army Coop program?**

It is an Entry Plan into the Canadian Armed Forces Primary Reserve. Students who successfully complete the application process will be enrolled as a member of the Canadian Armed Forces Army Reserve. Their COOP placement during the second semester is their basic training, the same training any member of the Reserves must take. Their Reserve service is non-contractual however students are expected to continue their military career on a part-time basis after COOP ends. This service is minimum 1 night/week, and 1 weekend/month starting the September following COOP. This is a **paid placement starting at \$127.22** per day which equates to approximately **\$9,000+** for the duration of the COOP. Summer Employment after the COOP is also available, which equates to another **\$7,500+** if the student works July and August.

## **What is the Army Reserves?**

The Canadian Army Reserve is an integrated part of the Canadian Army that contributes to the success of military operations at home and abroad.

Within Canada, the Army Reserve is consistently part of every domestic operation when the Army is called upon to assist provincial governments with natural disasters such as floods or fires, as well as with other events where the Army is asked to help, such as the long-term care facilities during the COVID Pandemic.

The Army Reserve provides a military presence in over 100 communities across Canada, putting a familiar, local face on the Army for the Canadian public. Reservists come from all sorts of backgrounds – from young Canadians attending high school or entering universities or colleges, to civic-minded Canadians of all ages who have careers outside the Army Reserve in a wide range of civilian occupations.

Simply put, training and employment within the Canadian Army Reserve meets the needs of citizens willing to take on the Army challenge and contribute their varied skills and backgrounds that enrich and strengthen the Canadian Army.

## **Overview of the Army COOP Program:**

Upon successful completion of the program students will be granted 4 applied (general) High School COOP credits. Each school board determines the amount and type of credits, therefore please discuss accreditation with your teacher.

The program will run from the first Tuesday after the Family Day long weekend in February to June. Training will be held at a local armoury 4 to 5 days a week from 8am to 5pm. Students are required to get to and from the placement location by their own means. Training includes, but not limited to, weapons handling on the C7 assault rifle, standard first aid with CPR from St. Johns ambulance, navigation using map and compass, military regulations, drill/marching and physical fitness. During the field portion students will be bused to a Canadian Armed Forces base, meals and accommodation will be provided.



**In order to apply to the Army Reserve COOP Education Program please follow the steps below:**

**Step 1: Online Application**

Students must submit an online application on the [FORCES.CA](https://forces.ca) website. During the application it will ask for your “Entry Plan,” ensure you use RES COOP. Use your personal email, not your school email, as this will be used throughout your military career.

**Step 2: Document Collection**

Students must collect the following original documentation to start the testing phase of the application.

1. Government issued photo ID with address
  - a. Canadian Driver’s license, or
  - b. Ontario photo ID card
2. Proof of Canadian citizenship or Permanent residency
  - a. Canadian birth certificate, or
  - b. Citizenship card, or
  - c. Permanent resident card
  - d. *Passports are not accepted*
3. Official High School Transcripts
  - a. Must show minimum of 15 Ontario high school credits
  - b. *Report cards are not accepted*

**Step 3: File Submission and Physical Fitness Assessment (Force Test)**

Students may book their initial testing once Steps 1 and 2 are complete. To book they must email [32cbgrecruiting@forces.gc.ca](mailto:32cbgrecruiting@forces.gc.ca). To ensure they have correctly applied to the program they must identify themselves as a coop applicant who is ready for testing by stating the below in their email:

1. Email subject line reads: “Coop Applicant”
2. Body of email states
  - a. Full Legal Name
  - b. Date of Birth
  - c. Phone number
  - d. Placement location they are applying to (reference page 3)
  - e. Confirmation they have the documents from Step 2.
  - f. They are ready for a File Submission and FORCE test
    - i. Details of the FORCE test can be found [HERE](#)

*Applicants under 18 years of age will require parental consent upon submission of their application.*

**Step 4: Additional Testing**

Once the student has successfully completed Step 3, they will be booked in for additional assessments which include the following:

1. Canadian Armed Forces Aptitude Test
  - a. Based on grade 10 level of education
  - b. Problem Solving, Spatial Ability and Verbal Skills
2. Medical Evaluation
  - a. Eyes, ears and pre-existing medical conditions will be evaluated or discussed with trained personnel
3. Interview
4. Background check
  - a. National criminal records and credit check will be conducted



### Assigned Recruiters

School Board	Recruiter	Phone 1	Phone 2	Email
DSB of Niagara	Sgt Orr	905-685-6777 ext. 3532	289-407-3178	<a href="mailto:Dylan.Orr@forces.gc.ca">Dylan.Orr@forces.gc.ca</a>
Niagara CDSB				
Brant Haldimand Norfolk CDSB	Sgt McLaughlin	519-752-1642 ext. 7228	226-387-4178	<a href="mailto:Travis.McLaughlin@forces.gc.ca">Travis.McLaughlin@forces.gc.ca</a>
Grand Erie DSB				
Halton Catholic DSB	Sgt Smith	365-275 4545		<a href="mailto:JESSE.SMITH3@forces.gc.ca">JESSE.SMITH3@forces.gc.ca</a>
Halton DSB				
Peel DSB				
Dufferin-Peel Catholic DSB				
Toronto DSB	Sgt Dar	437-333-3104		<a href="mailto:kashif.dar@forces.gc.ca">kashif.dar@forces.gc.ca</a>
Toronto Catholic DSB	Sgt Dar	437-333-3104		<a href="mailto:kashif.dar@forces.gc.ca">kashif.dar@forces.gc.ca</a>
Simcoe County DSB	Sgt Karistinos	905-841-6655 Ext 7808	705-220-3059	<a href="mailto:andrea.karistinos@forces.gc.ca">andrea.karistinos@forces.gc.ca</a>
Simcoe Catholic DSB				
York Region DSB				
York Catholic DSB				

### Placement Locations

Location	Occupation Offered	Armoury Name	Address
Georgetown	Infantry	Col. J.R. Barber Armoury	91 Todd Rd, Georgetown
Toronto	Infantry	Fort York Armoury	660 Fleet St, Toronto
Aurora	Armoured Soldier	LGen. John Graves Simcoe Armoury	215 Industrial Parkway S, Aurora
CFB Borden	Signals Operator	Canadian Forces Base Borden	61 Ramillies Rd, Borden
Brantford	Gunner	Sgt. William Merrifield VC Armoury	18 Brant Ave, Brantford
St. Catharines	Infantry	Lake Street Armoury	81 Lake Street, St. Catharines

**Information Sessions:** We will be hosting virtual information session over Microsoft Teams. During the meeting, which will be approximately 45 minutes, the recruiter will review the eligibility, entry plans and commitment to the Forces for students interested in applying to the Coop program and other entry plans to the Canadian Armed Forces. Video and audio of the participants will be muted but they may ask questions via the Chat option. Questions will be answered after the session is complete. If you cannot follow the link below a MS Teams login maybe required but it is free to sign up.

**Coop Evening Information Session:** These are specifically held for the COOP program but will discuss all entry plans as well as regular force (fulltime).

Date	Time	Phone	Conference ID	Web Link
Tuesday 24-Sep-24	7PM Start 8PM Finish	647-749-9252	Video ID: 119 050 320 0 Call In Only 695 144 09	<a href="#">Click Here to Join</a>
Wednesday 02-Oct-24				
Thursday 10-Oct-24				
<a href="https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGFJMGQyYjEtODQzYy00N2NkLTg4ZDUtNDdlYzEzNjViNjk4%40thread.v2/0?context=%7b%22Tid%22%3a%22325b4494-1587-40d5-bb31-8b660b7f1038%22%2c%22Oid%22%3a%223d2e8d0f-7cb7-43bb-b0a7-ef183b29531e%22%7d">https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGFJMGQyYjEtODQzYy00N2NkLTg4ZDUtNDdlYzEzNjViNjk4%40thread.v2/0?context=%7b%22Tid%22%3a%22325b4494-1587-40d5-bb31-8b660b7f1038%22%2c%22Oid%22%3a%223d2e8d0f-7cb7-43bb-b0a7-ef183b29531e%22%7d</a>				



## **Important Dates:**

**School Visits** - If you are interested in having a recruiter attend your school for an in-person information session or to attend a COOP or post-secondary career fair etc. please contact the recruiter assigned to your school board to coordinate a date and time that works for both parties.

**If you are having difficulties reaching your recruiter please contact WO Quennell, [tyler.quennell@forces.gc.ca](mailto:tyler.quennell@forces.gc.ca)**

**Testing Dates** – After students have applied online at FORCES.CA and they have informed their recruiter each student will be provided testing dates at their local Recruiting Detachment. *If students have not been scheduled for testing by 10 Nov, please reach out to your assigned recruiter or WO Quennell.*

**Application Submission Due Date** – Due on or before **31 October 2024**. Late applications will be reviewed on a case-by-case basis, but students are encouraged to apply if the submission date has already passed. If the deadline has passed, they must immediately reach out to recruiting staff so processing can start as soon as possible.

**Enrolment** – Students will be enrolled in the Canadian Armed Forces once their application is complete.

**Initial Kit Issue:** Second week of Feb 2025 TBC

**Courses Start Date** – 18 February 2025 TBC

**Teacher Virtual Information sessions-** These sessions are mandatory for any teacher with a student in the placement, they are to attend one of the two sessions. Topics of discussion will include COOP overview, important dates, BMQ/Course Schedule, Reports available to the teacher, teacher visits and considerations. It will be approximately 1 hour long. Interested teachers, students, parents etc. are also welcome to attend. TBC

**Teacher Orientation/Placement Visits** – Teacher Orientation is mandatory for any teacher with a student in the placement and will take place during the second week of course. This session is to provide teachers with specifics of their placement location as well as a handover from the recruiting staff to the course staff who will be responsible for the daily supervision of the students.

After the orientation visits to the Armoury will be held once a week during the lunch hour while students are training at the local placement. Each placement will determine what day of the week visits will occur during the orientation session. No appointment is necessary for the follow-on visits, and they are not mandatory but encouraged. Visits outside the normally scheduled visits may be scheduled with the course Commander after the orientation. Date TBC.

**Warrant Officer / Adjutant Tyler Quennell, CD**

Second In Command, 32 Canadian Brigade Group Recruiting Detachment  
Canadian Armed Forces  
[Tyler.Quennell@forces.gc.ca](mailto:Tyler.Quennell@forces.gc.ca)