

Work Experience: Student Agreement

STUDENT INFORMATION

Name _____ Student ID # _____ Term ☐ Spring ☐ Summer
☐ Fall Year _____

PROGRAM LEARNING OUTCOMES

Gain the skills and attitude necessary to function and adapt as employees in a variety of situations and employment settings. Students will be able to:

- Apply critical thinking, research, analysis and resolution for work-related and personal objectives.
- Improve your job performance, accept new responsibilities and handle them successfully.

STUDENT COMMITMENTS

To receive credit for your participation, you must agree to and meet the following commitments to your employer and to the Work Experience Program:

- Work to achieve on-the-job Work Experience learning/performance objectives.
- Work 75 hours per semester for each unit of credit in paid employment or work 60 hours per semester for each unit of credit in unpaid employment. (Unpaid employment must meet Labor Law Requirements).
- Complete and hand in all required reports and papers on time.
- Notify my instructor in advance of my intention to drop the course.
- Notify my instructor immediately if I am released from my job before the end of the semester.
- Submit signed records of hours worked to my instructor within the required time.

I understand and acknowledge that:

- ☐ I have read all the foregoing statements and I accept and agree to fulfill these obligations to earn credit for participating in the Work Experience Education Program.
- ☐ My employer and my instructor will evaluate my work before I am allowed credit for any semester's participation.
- ☐ I will be subject to the current grading policies of Ohlone College as well as the policies of the Work Experience Program
- ☐ To the best of my knowledge, all of the above information is true and correct.

Student's Signature

Date