

WORK EXPERIENCE EDUCATION

General Work Experience Education

This program provides career guidance, job information, human relations, and other similar services for employed students. These jobs do not have to be related to the student's major. The job may be salaried or volunteer, but students must have a job before the beginning of the third week of class. The student earns 3 units per semester for 180-225 hours of volunteer or paid work experience, respectively, plus weekly attendance at a one hour lecture class. Students can take two (2) semesters of general work experience for a maximum of six (6) units. Veterans wishing to earn units and VA benefits must take occupational work experience.

Occupational Work Experience Education

Work Experience is a one hour per week class which allows students to earn up to 4 units per semester for experience gained through employment or volunteer service. Enroll in a general Work Experience section and you will be placed in your choice of one of the disciplines below. The content/ curriculum for each discipline-specific course is identical to the general work experience course (WKX-200).

Units Determination:

General Work Experience (not related to one of the occupational disciplines listed below) is 1-4 units.

Occupational Work Experience (one of the disciplines shown below) varies from 1-4 units. For every one (1) unit of work experience credit students must complete 75 hours of paid work or 60 hours of volunteer work during the college semester. No more than 20 hours per week may be applied toward this work requirement. Below is a general guide to help students enroll in the appropriate number of units of work experience.

Hours Worked Per Week Students should enroll in:

Paid Hours	Volunteer Hours	Unit Value
20-40 (paid)	15-40 (volunteer)	up to 4 units
14-19 (paid)	11-14 (volunteer)	up to 3 units
9-13 (paid)	7-10 (volunteer)	up to 2 units
5-8 (paid)	4-6 (volunteer)	up to 1 units

- Dance
 - Early Childhood Education
 - Education
 - Energy Systems Technology
 - Journalism
 - Kinesiology
 - Management
 - Marketing
 - Medical Assisting
 - Music
 - Nursing
 - Paralegal Studies
 - Photography
 - Real Estate
 - Telecommunications (Film, Television and Video)
 - Theater Arts
 - Welding
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- Accounting
 - Administration of Justice
 - Air Conditioning and Refrigeration
 - Applied Digital Media and Printing
 - Art
 - Automotive Body
 - Automotive Technology
 - Business Administration
 - Computer Applications and Office Technology
 - Computer Information Systems
 - Cosmetology
 - Culinary