



Valdosta State University

Cooperative Education

LOCATION Powell Hall — West • Room 1100 • ADDRESS 1500 N. Patterson St. • Valdosta, GA 31698-0169

PHONE 229.333.7172 • FAX 229.245.3881 • WEB www.valdosta.edu/coop/ • E-MAIL coop@valdosta.edu

A Regional University of the University System of Georgia & an Equal Opportunity Institution

COURSE SYLLABUS Full-Time Internship PLACEMENTS COOP 2300 A

0 SEMESTER HOURS CREDIT

COURSE DESCRIPTION

Prerequisite: Placement in an approved alternating cooperative education position. Incorporation of skills learned in the co-op experience into students' personal career plans. Course activities include development of a Career Vision Statement, introduction to the Co-op Career Portfolio, and networking skills.

COURSE OBJECTIVES

Upon completion of this course, the student will be able to:

1. Articulate a personal career vision including specific goals and objectives.
2. Accomplish measurable performance objectives related to his/her co-op position and academic program.
3. Complete assignment by scheduled time, a Weekly Log showing what goals worked on each week.

REQUIREMENTS

Please note that all assignments will be submitted via email attachment or fax, 229-245-3881. For additional information, please contact the Coop office for assistance.

Students will be evaluated on the following criteria:

- | | |
|--|-----|
| 1. Student Learning Objectives----- | 25% |
| 2. Student Evaluation----- | 25% |
| 3. Satisfactory Employer Evaluation----- | 25% |
| 4. Assignment----- | 25% |

Total----- 100%

EVALUATION
75-100= S

COOP 2300-A
Below 75 = U

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- If you are released from your position due to your actions, an Unsatisfactory Grade will be issued.
- OR
- If you stop working for any reason and fail to notify the Coop Office you will receive an Unsatisfactory Grade.
 - All assignments, student evaluations, and site visits will be completed by

Signature _____

Date _____

STUDENTS WITH DISABILITIES

Students requesting classroom accommodations or modifications due to a documented disability must contact the Access Office for Students with Disabilities located in the Farber Hall. The phone numbers are 229-245-2498 (V/VP) and 229-219-1348 (TTY).

Instructor:

Phone: (229) 333-7172--office

Fax: (229) 245-3881

E-mail:

By taking this course, you agree that all required course work may be subject to submission for textual similarity review to SafeAssign, a tool within BlazeVIEW. For more information on the use of SafeAssign at VSU see [SafeAssign for Students \(http://www.valdosta.edu/academic/SafeAssignforStudents.shtml\)](http://www.valdosta.edu/academic/SafeAssignforStudents.shtml).

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