



## CNBT 2280 C0-OP EDUCATION SYLLABUS

### **Course description:**

Career related activities encountered in the student's area of specialization are offered through a cooperative agreement between the college, employer, and student. Under supervision of the college and the employer, the student combines classroom learning with work experience. This course may be repeated if topics and learning outcomes vary.

### **STUDENT RESPONSIBILITIES**

- The student is responsible for applying, interviewing, and securing an internship position.
- The student must work out a schedule with the company to complete 128 clock hours over the course of the semester.
- The student will negotiate the salary, if any, with the company.
- The student must **document the dates and times of work.**
- The student must **provide written description of work performed.**
- The student is responsible for downloading the '[Employer Questionnaire](#)' (PDF) and having it filled out by the employer.
- The student must download and complete the [exit interview sheet](#). (PDF)
- The student must provide all underlined information in a folder to be turned in to [Pam Powell](#).

**DUE DATE: the Wednesday before the end of the semester**

For questions or clarification please contact Pam Powell, (512) 223-6383, [ppowell@austincc.edu](mailto:ppowell@austincc.edu).