



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 COOP 1101

INTRODUCTION TO PARALLEL COOPERATIVE EDUCATION 1 SEMESTER HOUR CREDIT

COURSE DESCRIPTIONS

COOP 1101 – Prerequisite: Placement in an approved cooperative education position. Incorporation of skills learned in the co-op experience in students' personal career plans. Course activities include development of a Career Vision Statement and setting measurable performance objectives.

COURSE OBJECTIVES

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

1. Develop Student Learning Objectives combining Co-op work with student's major.
2. Keep a weekly email log on what and how you used Learning Objectives each week.
3. Evaluate progress made on Student Learning Objectives
4. Satisfactory Employer Evaluation

REQUIREMENTS

You will need a valdosta.edu e-mail account. You should have a working knowledge of e-mail and Microsoft Word. 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. For additional information, please contact the Co-op office for assistance.

Students will be evaluated on the following criteria:

1. Student Learning Objectives-----25%
2. Weekly Log----- 25%
3. Satisfactory Employer Evaluations-----25%
4. Student Evaluation-----25%

Total-----100%

EVALUATION SCALE

COOP 1101:

90-100 =A
80 - 89 = B
70 - 79 = C
60 - 69 = D
Below 60 = F

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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: coop@valdosta.edu

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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