

Fall 2009 Cooperative Education
12-week Student Contract

This is important to pass your 12-week Co-op Ed. class.
See “Dates to Remember” sheet for details.

1. You must view the one-hour video for the Co-op Orientation no later than two business days after enrolling (see date on add slip). Prior to viewing the video, you must purchase your Co-op Ed. notebook in the Rams bookstore.
2. You must contact Ms. Dunsmore, your instructor, to set your Training Agreement appointment with you and your supervisor at your worksite by September 23rd or within two business days of enrolling (see date on add slip). Ms. Dunsmore can be reached at (760) 245-4271 x2288 or dunsmorem@vvc.edu. Email is preferable.
3. You must turn in your objectives to the Co-op office by September 23rd or within five business days of enrolling (see date on add slip).
4. Your homework assignment(s) is/are due on or before October 30th by 5:00 p.m. No assignments will be accepted after due date, not even in case of an emergency.
5. Time sheets are due on or before due dates (see your Dates to Remember page).

I have read the above and agree to all.

Signature

Date

Student Name (please print)

Co-op Ed. Staff Signature

Date