

apprenticeship

American River College conducts, in cooperation with industry, a number of apprenticeship programs. An apprenticeship program is a formal system of occupational training from one to five years, that combines paid employment, on-the-job training and job related college instruction in order to develop skilled workers. Apprenticeship programs are a cooperative effort between the Joint Apprenticeship Training Committee (JATC) and the college. The JATC is composed of representatives from both labor and management. All apprenticeship programs are approved by the Division of Apprenticeship Standards of the California Department of Industrial Relations.

Enrollment in an apprenticeship course is limited to registered apprentices. Information on admission to apprenticeship status can be obtained from the local JATC having jurisdiction over the trade in which you are interested, or from the office of the Dean of Technical Education. Apprenticeship programs are available in:

- Carpenter
- Drywall/Lathing
- Electrical
- Electrical Sound and Communications
- Ironworkers
- Sheet Metal

career and technical education

The pattern of Career and Technical Education (CTE) course offerings at American River College is designed to be as flexible as possible in meeting student needs. The college encourages CTE students to plan, with counselor assistance, a course of studies which will prepare the student for a career. Educational programs in this area offer a planned curriculum which can lead to either a certificate, an Associate degree, or transfer to a four-year college. Although many four-year colleges give full or partial credit for some specialized CTE courses, these programs are not primarily designed to satisfy transfer requirements. The student planning an occupational/vocational major, and wishing to transfer to a four-year college, should plan a transfer program with the assistance of a college counselor.

cooperative work experience education & internship program

Cooperative Work Experience Education is a unique, experiential, academic program which allows students to apply what they have learned in the classroom to a work environment. Upon comple-



tion of their Work Experience (WEXP) orientation course, students may earn 1-4 units of transferable credit with a letter grade. Work Experience serves: College interns, volunteers, and employees. See: <https://wexp.losrios.edu>

WEXP internships & opportunities

Internships and volunteer experiences provide an opportunity for students to obtain work experience related to their academic or career goals. Internships assist students with developing technical skills, exploring possible career choices, building confidence, networking with people in the field, and transitioning for entry into a competitive labor market.

Students interested in internship placement assistance must apply two or more weeks before classes start through the program website <https://wexp.losrios.edu/> Students are required to participate in a weekly career management orientation (course). College credit is earned based on hours worked. Positions may be paid or unpaid.

Employees

Work experience also assists our busy employed students who are interested in advancing within their existing work environment. Through WEXP and the approval of the student's employer supervisor, students can apply what they have learned in the classroom to their job and earn college credit.

Note: Courses may or may not satisfy lower division major preparation, general education, and/or elective requirements. Please meet with a counselor for specific course evaluation.

How the Co-op Work Experience and Internship Program works

There are two types of Work Experience Programs: Occupational and General Work Experience.

Occupational work experience (298/498)

Provides students with opportunities to develop or add marketable skills related to their major study programs. These units may count towards the Area III GE pattern, and possibly elective units or major units, only 498 units are transferable to CSU.

Eligible students must:

- Be working in a paid or non-paid internship, job, or volunteer opportunity. Students not currently in an internship opportunity who would like assistance should contact the Work Experience & Internship Program website at <https://wexp.losrios.edu/>.
- Have a cooperating employer by the end of the third week of the full semester or first week of an eight week (or summer session) to remain in the weekly orientation (course).
- Establish new or expanded on-the-job learning objectives with employer's assistance that will be documented and evaluated.

- Attend a weekly career management orientation (course) or qualify for the “Returning Student” status. However, attendance is required for everyone for the first orientation meeting or as stated by the instructor.
- Understand Work Experience requirements and unit limitations as defined by your major department requirements. Talk to an advisor or faculty in your major department.
- Register for 1-4 units. One unit of credit may be earned for each 75 hours of paid work experience or for 60 hours of non-paid work experience. A total of 16 units may be earned in Occupational Work Experience.

NOTE: To assist in a successful experience and learning opportunity, ESL students are recommended to have taken ENGRD 102 or 103, and ENGRD 116 with a grade of “C” or better; OR ESLR 320 and ESLW 320 with a grade of “C” or better; OR placement through assessment process to benefit from program participation.

General Work Experience (198)

General work experience education assists students in learning about the world of work and is open to all students regardless of major. Like occupational work experience, it is designed for students wanting to apply skills learned in the classroom to a work environment. These units may count towards the Area III GE pattern, and possibly elective units or major units, 198 units are NOT transferable.

Eligible students must:

- Be working in a paid job or volunteer opportunity. Students not currently in an internship opportunity who would like assistance should contact the Work Experience & Internship Program website at <https://wexp.losrios.edu/>
- Have a cooperating employer by the end of the third week of the full semester or first week of an eight week (or summer session) to remain in the weekly orientation (course).
- Establish new or expanded on-the-job learning objectives with employer’s assistance that will be documented and evaluated.
- Attend a weekly career management orientation (course) or qualify for the “Returning Student” status. However, attendance is required for the first orientation meeting or as stated by the instructor.
- Register for 1-3 units (Work Experience 198). One unit of credit may be earned for each 75 hours of paid work experience or for 60 hours of unpaid work experience. A total of 6 units may be earned in General Work Experience.

NOTE: To assist in a successful experience and learning opportunity, ESL students are recommended to have taken ENGRD 102 or 103, and ENGRD 116 with a grade of “C” or better; OR ESLR 320 and ESLW 320 with a grade of “C” or better; OR placement through assessment process to benefit from program participation.

Work Experience (198/298/498) or (Subj) 298/498

WEXP has two different ways to qualify for the program:

New Student Status:

- This is your first time in a Work Experience course.
- You are working a paid or non-paid internship, job, or volunteer opportunity.
- You must attend the orientation (course) which meets once a week. This orientation will cover workforce/career transition issues and preparedness.
- Your grade and units are earned based on your performance in the workplace (developing new skills) and classroom assignments.

Returning Student Status:

- You have completed a Work Experience course with a grade of “C” or better. (*Will be verified by instructor using unofficial transcripts.*)
- You are working a paid or unpaid internship, job, or volunteer opportunity.
- No weekly attendance is required for this status except for the first orientation meeting. However, you must establish new on-the-job learning objectives with your employer and complete all the necessary program forms as stated by your instructor.
- Your grade and units are earned based on your performance in the workplace (developing new skills) and classroom assignments.

For more information, call 916.484.8182 or visit our website: <https://wexp.losrios.edu/>

Independent and special study

Students who are in good standing at American River College, may pursue their studies and research beyond courses listed in the college catalog through Independent Study and/or Special Study. Units taken in either Independent or Special Study may not be transferable, however; the student should consult a counselor regarding a specific college or university’s acceptance of these units. No more than one study may be taken per semester, except regularly scheduled special study classes.

Regular meetings between student and instructor will be held; examinations or other measures of evaluation, field trips, term papers, and other assignments may be required by the instructor.

Independent study

An opportunity for the student to extend classroom experience in a specific subject, while working independently of a formal classroom situation. Independent study is an extension of work offered in a specific class in the college catalog; it carries the same credit and hour value as the class being extended. To be eligible for independent study, students must have completed the basic regular catalog course at American River College. They must also discuss the study with an instructor in the subject and secure approval. Only one independent study for each catalog course will be allowed.