

**Administrative Procedures  
Policy 500-26ap**

**COOPERATIVE WORK EXPERIENCE PROGRAM SELECTION CRITERIA AND CREDITS**

Somerset County Public School students may be allowed to participate in a work program as described below:

1. Career and Technology Students finishing at least three semesters may be placed in a related work site during the time they would normally attend the fourth semester of their CTE subject. In this case, students would remain enrolled in a section of the specific CTE subject and would be graded by the appropriate CTE instructor. The instructor should be in contact with the employer of the students throughout the semester. The Cooperative Work Experience Coordinator can assist the CTE instructor by visiting, and communicating with the employer.
  
2. Non-related Work Study students will be assigned to a maximum of one credit in Cooperative Work Experience per semester. The Cooperative Work Experience Coordinator will supervise students out in the work place. The Coordinator will be responsible for assigning the grade for CWE.