

PER CREDIT REQUIREMENTS AND GRADING
LEVELS II and III

	A	B	C	D
1	STUDENT:	# OF CREDITS:	FALL 2007 / SPRING 2008	
2				
3	<u>COURSE REQUIREMENTS & GRADING 93v / 293v</u>		<u>1 CREDIT</u>	<u>2 CREDITS</u>
4	Maximum Points Possible	200 pts	400 pts	600 pts
5	Documented Work Hours	minimum of 75 hrs	minimum of 150 hrs	minimum of 225 hrs
6				
7	Seminars:	40 pts	80 pts	120 pts
8	Completion / submission of official course documents			
9	and assignments by specified deadlines including the following:			
10	Seminar Attendance and/or Individual Appointments (arranged with instructor)	at least 5	at least 8	at least 10
11	Field Notes / News (every two weeks)	at least 3	at least 5	at least 6
12	Assignments (see separate guidelines)	minimum of 1	minimum of 2	minimum of 3
13	Class Presentation(s)	X [20 pts]	X [40 pts]	X [60 pts]
14				
15	Field Experience Component:			
16	Documented Completion of Learning / Performance Objectives	50 pts total	100 pts total	150 pts total
17	(Form 5, Career Portfolio and Site Visits)			
18	Evaluation by Field Supervisor / Instructor (Form 5 and Site	60 pts total	120 pts total	180 pts total
19	Visits)			
20	Career Portfolio or Special Assignments / Projects:	50 pts total	100 pts total	150 pts total
21	See specific details in Career Portfolio Guidelines			
22	and from primary instructor. Grading is based on overall	For CR/NC option:	For CR/NC option:	For CR/NC option:
23	organization (writing, content, presentation and evidence)	Final Report	Final Report	Final Report
24				
25	MINIMUM POINTS REQUIRED FOR SPECIFIC GRADE			
26	A =	180	360	540
27	B =	160	320	480
28	C =	140	280	420
29	D / CR =	120	240	360
30	F / NC =	119 and below	239 and below	359 and below
31	NOTE:			
32	Cooperative Education awards credit(s) and grades based on the combined field experience and course			
33	components. The guidelines above indicate the minimum requirements for variable Co-op credit. The			
34	letter grade will be determined by the quality of the intern's performance in the field and in class.			
35	Interns are encouraged to do more than the minimum for personal and professional development. Standards			
36	and expectations for Level II and III students are set at an appropriate level.			