

DEPARTMENT OF EMPLOYMENT RELATIONS BULLETIN

Date June 28, 1988

Subject Cooperative Education Program Clarifications

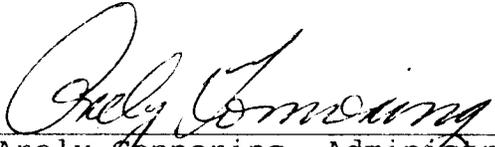
Number AA-10

This bulletin is intended to clarify some questions about the use of Cooperative Education Program (CEP) positions. Questions have been raised regarding 1) the definition of "student" and 2) the class/grade level of students accepted into the program. The following definitions apply.

A "student" is defined in the CEP Guidelines, Bulletin AA-4, as an individual ". . . in good standing or on non-probationary status with their school." Therefore, any student in good standing or on non-probationary status is eligible for participation in the program.

The CEP Bulletin does not address the required class or grade level of students participating in the program. Therefore, the agency or university may set the requirements for their program based on their needs. This flexibility will allow agencies and universities to tailor the program to the needs of the agency as well as the student employed in the CEP position. For example, an agency may decide to develop a six-month training plan and hire a student in his/her last semester of college. In another instance, an agency may opt for a four-year training plan and hire a first year college student on a part time basis.

Contact Kathryn A. Moore at (608) 267-9898 if you have questions regarding this information or need assistance in implementing your CEP program.



Arely Connering, Administrator
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