Class # _____

Palomar College
Work Experience & Internships
ENROLLMENT APPLICATION

Previous Enrollment
☐ Yes ☐ No

Course of Enrollment (check one):

☐ **ANTH 298**- Internship in Anthropology ☐ **AODS 140L**- Introduction to Psychological & Social Services ☐ **AODS 298L**- Directed Field Experience I
☐ **AODS 299L**- Directed Field Experience II ☐ **CE 100**- Occupational Work Experience ☐ **CE 110**- General Work Experience
☐ **CE 150**- Internships (Any Internship) ☐ **CHDV 205**- Internship in Child & Family Services ☐ **DBA 298**- Broadcast Internship ☐ **GEOG 138**- GIS Internship

Student Information

Student Last Name _____ First _____ Middle _____ Date of Birth _____

Home Mailing Address _____ City _____ Zip _____ Telephone # _____

☐ Male ☐ Female ☐ Other Student I.D. Number _____ E-mail Address _____

Employment / Internship Information

Approximate hours per week you work ☐ 5+ hours ☐ 10+ hours ☐ 15+ hours ☐ 20+ hours ☐ 30+ hours ☐ 37.5+ hours

Employer's Company Name _____ Business Telephone # (___) ___ - _____ Your Extension # _____

Business Street Address (Actual Location) _____ City/ State _____ Zip _____

Supervisor's Name _____ Supervisor's Title _____ Supervisor's direct phone # or email address _____

Your Employment Type: ☐ Job ☐ Internship Your Position Type: ☐ Paid ☐ Non-Paid

Your Position Title: _____ How long have you worked here: _____

Educational Information

Educational Goal: ☐ Undecided Certificate Major _____ AA Degree _____ ☐ Other

Occupational Goal: _____ ☐ Undecided Job Related Class (if applicable): _____

Number of Work Experience/Internship units you are enrolled: ☐ 1 unit ☐ 2 units ☐ 3 units ☐ 4 units

Student Acknowledgment of required Employment/ Internship Hours: For Each unit of enrollment, the student MUST complete a minimum of 60 hours non-paid OR 75 hours of paid internship to receive a passing grade.

Student Signature (hand written or digital signature acceptable) _____ Date _____

For Instructors

Based on the job/internship information and occupational/educational goals indicated above, this student is qualified for:

☐ **General Work Experience Education**: supervised employment which is intended to assist students in acquiring desirable work habits, attitudes, and career awareness. The work experience need not be related to the students' educational goals.

☐ **Occupational Work Experience Education**: supervised employment extended classroom-based occupational learning at an on-the-job learning station relating to the students' educational or occupational goal.

Instructor Name (Print) _____ Instructor Signature _____ Date _____

Title 5 Sec. 55256
(a) The district shall maintain records which include at least the following:
(1) The type and units of Cooperative Work Experience Education in which each student is enrolled, where the student is employed, the type of job held and a statement signed and dated by an academic employee which sets forth the basis for determining whether the student is qualified for Occupational or General Work Experience.