

CWEE ASSIGNMENTS & GRADING

Week	Assignment	Points	Employer Signature Required
1-3	Complete CWEE Student Application (Student Profile)	5	No
1-3	Discussion Board Post – Introduce Yourself! (Canvas)	5	No
1-3	Learning Objectives Form (Signed by Employer/Supervisor)	20	Yes
1-3	1-on-1 Visit w/Instructor	10	No
7-9	Time Record Form – 1 st Submission	10	No
14-16	Worksite Visit - Completed by Instructor <ul style="list-style-type: none"> • Graded learning objectives • Employer evaluation of workplace competencies • Employer time record verification 	75	Yes
14-16	Field Report	55	No
14-16	Resume	10	No
14-16	Time Record Form – 2 nd Submission	10	No

TOTAL

200

Grading Scale

A = 180 – 200 points

B = 160 – 179 points

C = 140 – 159 points

D = 120 – 139 points

F = \geq 119 points

Your Work Experience instructor will set all assignment due dates, keep an accurate records of assignments, and points accrued. Remember to keep in contact with your work experience instructor throughout the semester in order to stay on track and receive the maximum amount of points. You may receive point deductions if you:

- Arrive late or miss appointments
- Turn in work late and/or miss assignments