

ASSIGNMENTS & GRADING

Assignment	Points	Employer Signature Required
Complete CWEE Student Application (Student Profile)	5	No
Discussion Board Post – Introduce Yourself!	5	No
Learning Objectives (Signed by Employer/Supervisor)	20	Yes
1-on-1 Visit w/Instructor	10	No
Time Record – 1 st Submission	10	No
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
Field Report	55	No
Resume	10	No
Time Record – 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 = ≥ 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
- Do not complete the required hours of work