

Work Experience

Santa Barbara City College offers three types of Work Experience—General Work Experience, General Work Experience: International and Occupational Work Experience.

General Work Experience

General Work Experience 290 assists students to acquire good work habits, attitudes and career awareness in actual job settings. Units are based on the number of hours worked throughout the semester: *For paid work, 1 unit = 75 hours, 2 units = 150 hours, 3 units = 225 hours. For volunteer work, 1 unit = 60 hours, 2 units = 120 hours, 3 units = 180.*

Internships and Volunteer Experience

Internships and volunteer experience can be a powerful career development tool. By participating in an internship students gain practical hands-on job experience, learn industry standards, and evaluate actual work environments. *For paid internships, 1 unit = 75 hours, 2 units = 150 hours, 3 units = 225 hours. For volunteer internships, 1 unit = 60 hours, 2 units = 120 hours, 3 units = 180.* Students desiring to receive academic credit for internships and volunteer experience should sign up for WEXP 290 — General Work Experience.

Refer to individual departments for department-based internship opportunities and course listings.

General Work Experience: International

International Work Experience assists students to acquire desirable work habits in foreign job settings and to develop an understanding of the role of international business, the foreign country's work habits, economy, labor laws and cultural/political factors that affect employment.

By satisfactorily completing the International Work Experience course, a student may earn up to six units per semester. Units are based on the number of hours worked throughout the semester: *For paid work, 1 unit = 75 hours, 2 units = 150 hours, and 3 units = 225. For volunteer work, 1 unit = 60 hours, 2 units = 120 hours, 3 units = 180 hours.*

Program Office

Christopher Phillips, *General Work Experience*
(Career Center, SS-282, ext. 2331)

Program/Student Expectations

For each semester that a student is enrolled in Work Experience, it is required that the student provide evidence of new or expanded responsibilities or learning opportunities beyond those experienced during previous employment.

Satisfactory completion of specific job-oriented learning objectives is required for determining the student's progress and improvement of performance on the job.

Occupational Work Experience

This type of work experience combines on-the-job training with classroom instruction, enabling the student to acquire knowledge, skills and attitudes necessary to enter and/or progress in a chosen occupation. Class attendance in a regularly scheduled weekly coordinating class is required by some SBCC departments.

By satisfactorily completing the Occupational Work Experience course, a student may earn one to four (1-4) college units. A maximum of sixteen (16) such units may be applied as electives toward the 60 units required for an Associate in Arts or Science Degree.

Occupational Work Experience Prerequisites

An Occupational Work Experience class must be directly related to the student's stated major and the college program in which he/she is enrolled.

Participating Faculty

Contact the chairperson or faculty adviser of the respective department offering Occupational Work Experience, as listed in this *Catalog*.

Occupational Majors Offering Work Experience

For Occupational Work Experience information, students should contact the department chairperson or faculty adviser for the major in which he/she is interested, including:

- Alcohol and Drug Counseling
- Automotive Service and Technology
- Business Administration
- Computer Applications and Office Management
- Computer Information Systems
- Cosmetology
- Culinary Arts
- Diagnostic Medical Sonography

Drafting/CAD
Early Childhood Education
English as a Second Language
Environmental Horticulture
Finance
Graphic Design and Photography
Hotel Management
Interior Design
Journalism
Justice Studies
Marine Diving Technologies
Multimedia Arts and Technologies
Nursing (ADN)
Physical Education
Professional Development Studies
Radiography
Real Estate
Spanish

Occupational Counseling/Guidance

It is *most important* for a student to consult with the respective occupational department chairperson, counselor, or adviser before planning a program of study. See the faculty/staff listings for the appropriate department, as listed earlier in this *Catalog*.

Job Referral Services

The Career Center receives numerous job, Internship and volunteer postings from employers and organizations in the community. The center can provide referrals for part-time and full-time jobs and internships. The center maintains an online job referral system and sponsors an annual Job Fair, held every spring, that invites local employers and allows students to learn about career opportunities and to apply for job openings. Additional information about job referral is available at the Career Center, Student Services Building, Room 282, or by calling 965-0581, ext. 2331.

Course Descriptions

WEXP 290 — General Work Experience (1-3) — CSU

Skills Advisories: Eligibility for ENG 70 and ENG 80

Hours: 60-225 lab

Consists of on-the-job work experience, one mandatory orientation, plus two scheduled office hours and other conference hours. Supervised employment of

students with the goal of acquiring effective work habits, attitudes and career awareness in actual job settings. Positions held by students need not to be related to their educational goals or college major. Students perform assigned responsibilities as an employee; follow employer's policies, rules and regulations; write learning objectives; write a resume if enrolled in 2-3 units; write a final paper; keep a record of time worked; complete 1-3 business modules based on number of enrolled units; complete a student data sheet; and secure employer's evaluation at the end of the semester.

WEXP 291 — General Work Experience: International (1-6) — CSU

Limitation on Enrollment: Permission to work abroad. Consists of 75-450 hours of work (1-6 units) in international (foreign country) employment, plus 2 hours of individual student/faculty conference. Assistance may be provided in obtaining a foreign work permit.

Hours: 60-450 lab

Supervised employment of students with the intent of creating student awareness of international work opportunities, assisting them to acquire desirable work habits in foreign job settings. Focus also includes developing an understanding of the role of international business, the foreign country's work habits, economy, labor laws and cultural/political factors that affect employment. Special attention paid to how work in the foreign country is similar to and different from work in the United States. Positions held need not be related to major. Students perform assigned responsibilities as an employee; follow employer's policies; write individual learning objectives; keep a record of time worked; fill out a student data sheet; and secure an employee evaluation.