

# **GENERAL INFORMATION FOR POTENTIAL EMPLOYERS**

## **COOPERATIVE EDUCATION DEFINED**

Based on the idea that on-the-job training is an integral part of a student's academic background, Cooperative Education joins West Virginia University at Parkersburg with businesses, community agencies, and industries to share in the educational process. The program links classroom theories and instruction with actual work experience.

Under the supervision of college faculty and employers, eligible students do work which is directly related to their college majors and career goals. Co-op students earn college credit, work experience, and wages. Students may attend classes part-time while they work part-time, or they may alternate periods of work with periods of full-time study.

The end result is better trained graduates to fill the community's permanent jobs and sustain its economy. The immediate result is the companies have a source of highly skilled, partially trained employees to fill available positions.

## **PROGRAMS PARTICIPATING IN COOPERATIVE EDUCATION**

Each Department and/or Division within WVU Parkersburg is authorized to offer both upper and lower level Cooperative Education Credit. Prior approval for the credit must be secured from the appropriate Division Chairperson.

## **WHAT IS THE EMPLOYERS ROLE IN COOPERATIVE EDUCATION**

The employer will provide varied work experience and adequate supervision based upon the learning objectives; will assist the college in evaluating the performance of the student, will provide a safe and healthful working environment; and, will meet the student and Co-Op coordinator in the event termination of employment becomes necessary.

Cooperative Education is a valid learning experience to the degree that the College provides adequate training and guidance, the employer provides and supervises meaningful work experience; and the student sets about the task of understanding and effectively performing the work, to the extent that learning outcomes can be specifically defined and measured. At the completion of the work experience the student will have met the objectives set by the employer. The end result of the coop experience benefits both the employer and the student. The employer has gained a reasonably trained employee and the student has gained experience in their chosen field of study.

## **WHAT ARE SOME POTENTIAL BENEFITS TO (FOR) THE EMPLOYER**

- Employers have a source for highly skilled employees
- Employers can hire Co-op students to fill part-time jobs or temporary full-time jobs
- Employers can screen prospective permanent employees
- Employers can actively participate in the education process of the community
- Employers may have a chance to recommend elective courses which will make the student a more valuable employee
- Employers can assist in retraining current employees
- Employers may wish to secure college co-op credit for a current employee who is receiving on-the-job training and who is also enrolled in a degree program at WVU P

## **CONTACT INFORMATION**

Employers who are interested in participating in the Cooperative Education program at WVU Parkersburg are invited to contact:

H. Allan Edwards – Director  
al.edwards@mail.wvu.edu

WVU Parkersburg  
300 Campus Drive  
Parkersburg, WV 26104

Office 1010  
Phone: 304.424.8208  
1.800.982.9887  
Fax: 304.424.8354

Pat Mollohan – Program Assistant  
pat.mollohan@mail.wvu.edu