

Work-Based Learning: Types of Work-Based Learning Models and Delivery Systems

Cooperative Education

Cooperative education (Co-op) is an advanced method of career development that **provides the opportunity for both technical application and professional skill development**. Cooperative education provides students with an opportunity to observe “high skill, high wage, or high demand”, career areas first-hand and to graduate as individuals who have adjusted to the world of work.

Key Aspects of Cooperative Education

- Cooperative Education **requires a scheduled class period during the day** to specifically teach professional skills. In some schools, CTSO participation may be required.
- Cooperative Education **teachers must be certified with a Cooperative Education, K-12 Endorsement** along with an appropriate CTE Certificate.
 - Cooperative Education, K-12 Endorsement form - <https://www.azed.gov/educator-certification/cooperative-education-k-12>
 - Career and Technical Education Certification Requirements - <http://www.azed.gov/educator-certification/forms-and-information/certificates/>
- Cooperative Education **nurtures a relationship between the business community and the school district**.
 - This relationship, established through the efforts of the Cooperative Education teacher, can result in **businesses’ support** of the program and the district.
 - Involves working with current advisory committees and **may include donation** of equipment and partnership opportunities.
- The **fundamental purposes** of Cooperative Education are to provide **opportunities for students to learn under real-life work conditions**.
 - Allows students to develop a hands-on knowledge of occupational standards, professional workplace skills and attitudes, technical skills that are needed to be successful in that field.
 - The student and teacher/coordinator work collaboratively to select the place of employment that will provide and coordinate occupational experiences.

Tips for Planning a Cooperative Education Program

- The **student must be a concentrator** of an Approved CTE Program on the most current Arizona CTE Program List or an Approved Proposed Local Occupational Program.
- If the Cooperative Education program is for credit, the **course must be listed in the school catalog** and on the CTE Program Course Sequence.
- The school arranges with the employer for on-the-job training utilizing the Work-Based Learning training agreement and training plan.
- The school coordinates the training during the on-the-job phases of instruction.
- Credit is granted for the cooperative education **as approved by the local school district**.
- The **parent or guardian** agrees to accept responsibility for the student’s safety and conduct while traveling to and from school, place of employment, and home.

- Each worksite/student must be visited periodically to check the student's progress, attendance, appropriate work assignments, and **safety**.
- The **Work-Based Learning teacher/coordinator will visit the employer's site** prior to sending students to ensure that the proper safety and training conditions exist.
- A training agreement and training plan **must be on file for each student**.
- An **employer evaluation** report must be on file for each student.
- A student Cooperative Education experience evaluation must be on file for each student to describe their experience in the Cooperative Education.