

**San Diego Community College District  
Work Experience Education  
Learning Agreement**

Campus: <input type="checkbox"/> City <input type="checkbox"/> Mesa <input type="checkbox"/> Miramar Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year:
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STUDENT INFORMATION			
CRN:	# Units:	Instructor:	
Student's Last Name:	Student's First Name:	CSID:	
Phone:	Email:		
EMPLOYER/ORGANIZATION INFORMATION			
Organization's Name:			WE hours will be: <input type="checkbox"/> Unpaid <input type="checkbox"/> Paid
Worksite Address:		City:	Zip:
Supervisor's Name:		Title:	
Phone:	Email:		

**Learning Agreement:** The student will comply with the Work Experience guidelines and regulations. The instructor will visit the student's place of employment/internship, consult with the employer/mentor regarding the student's job performance, and grant academic credit for successful completion of the program. The employer/mentor and the college agree to provide the necessary supervision and guidance to ensure maximum educational benefit from this work experience. The employer/mentor will verify the hours completed by the student during the course term.

**Job-Oriented Learning Objectives:** For each semester that a student is enrolled in Work Experience, it is necessary to identify new or expanded job-oriented learning objectives. These objectives are formulated by the student, reviewed and approved by both the supervisor/mentor and the college instructor. Should an objective require revision anytime during the semester, the instructor must be notified.

The undersigned agree to the above and the validity of the SMART job-oriented learning objectives listed on this form and agree they are measurable and can be properly evaluated at the end of the term.	
Student's Signature:	Date:
Supervisor's Signature:	Date:
Instructor's Signature:	Date:

CAMPUS WORK EXPERIENCE CONTACT INFORMATION		
San Diego City College Nicole Vargas <a href="mailto:nvargas@sdccd.edu">nvargas@sdccd.edu</a>	San Diego Mesa College Shawn Fawcett <a href="mailto:sfawcett@sdccd.edu">sfawcett@sdccd.edu</a>	San Diego Miramar College Kyoka Hashimoto <a href="mailto:khashimoto@sdccd.edu">khashimoto@sdccd.edu</a>

## SMART LEARNING OBJECTIVES

(Specific, Measurable, Achievable, Relevant, Time-based)

What are your four (4) main duties or assigned responsibilities for your current position?	

**SMART Learning Objectives** are developed prior to the first site visit. **Ratings** are determined during the second site visit.

<b>SMART LEARNING OBJECTIVE #1</b>	Deadline to be completed:
Describe your work-based project or learning objective and what you plan to accomplish.	
How will this project or objective be achieved? Provide specific details.	
How will this project or learning objective be measured and evaluated by you and your supervisor? (specific outcome product or measurable result)	

<b>SECOND SITE VISIT</b> Rating Scale: 4 = Excellent   3 = Above Average   2 = Satisfactory   1 = Limited	Student Rating:	Supervisor Rating:
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<b>SMART LEARNING OBJECTIVE #2</b>	Deadline to be completed:
Describe your work-based project or learning objective and what you plan to accomplish.	
How will this project or objective be achieved? Provide specific details.	
How will this project or learning objective be measured and evaluated by you and your supervisor? (specific outcome product or measurable result)	

<b>SECOND SITE VISIT</b> Rating Scale: 4 = Excellent   3 = Above Average   2 = Satisfactory   1 = Limited	Student Rating:	Supervisor Rating:
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<b>SMART LEARNING OBJECTIVE #3</b>	Deadline to be completed:
Describe your work-based project or learning objective and what you plan to accomplish.	
How will this project or objective be achieved? Provide specific details.	
How will this project or learning objective be measured and evaluated by you and your supervisor? (specific outcome product or measurable result)	

<b>SECOND SITE VISIT</b> Rating Scale: 4 = Excellent   3 = Above Average   2 = Satisfactory   1 = Limited	Student Rating:	Supervisor Rating:
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**The undersigned agree to the above and the validity of the SMART job-oriented learning objectives listed on this form have been evaluated and rated.**

Student's Signature:	Date:
Supervisor's Signature:	Date: