

Co-op Guidelines

The Co-op program is a pass/fail course of 1-6 credit hours (50-300 clinical hours). Students register for one or more of the Co-op courses based on the number of credit hours sought for credit (N3100, N3200, N4100, N4200). **The requirements of the course are: completion of the hours required, a completed evaluation by the supervisor/verification of hours and an essay submitted to the Co-op Coordinator, Dr. Mancini, in APA format.**

The paper needs to be a minimum of 5 pages (in APA format with references). The paper should describe how you achieved your goals and the lessons you learned while working. Keep in mind that if you signed up for 6 credit hours (300 clinical hours) as opposed to 1 credit hour (50 clinical hours), the paper should be reflective of the scope of experiences you had.

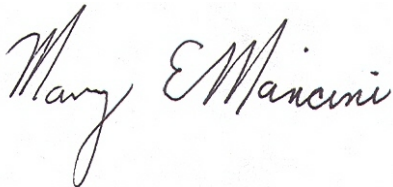
The key here is to remember that the intent of doing Co-op (as opposed to just working the same number of hours without being in Co-op) is to have you apply the concepts you learn in class to the real work environment.

- The learning in this course occurs by intentional reflection. That is, you have to think about what you want to do/learn before you start the hours you will be counting for cooperative credit - these are the goals you submitted.
- While you are working the hours, you need to be actively seeking ways to achieve the goals you established and thinking about how you will describe the things you see and do during the cooperative.

When you write the paper you will need to reflect on your goals, your experiences and how these will impact your future role as a baccalaureate prepared Registered Nurse. You will also learn by having to do some research to come up with references for the concepts you refer to in the paper. As each student has a different work setting and different goals, there is not a single "right way" to "do" a Co-op experience or write the paper. Experiential learning is more open and less structured than traditional courses. You need to trust the process - get started and while you are going about your day to day duties, keep thinking about how the things you are doing will be useful (or not) to you in the future.

You will see and do some things that will really help you become more confident and competent. You may see some things that make you say - "Wow, I will never do that when I'm a BSN prepared RN." If this happens, it would also be an important lesson. Many students say it helps to keep notes (a journal) so you will remember specifics when you sit down to write the paper the last week of the experience.

Remember, in a Co-op experience, the focus is on your learning and growing in the real work environment. It is an exercise in self-directed learning. I am here to be your guide - to help if you have any questions or want to discuss a situation you experience - but you are both the learner and the teacher in this course. A little different than other course you have taken.....



NOTE: to earn credit hours you must have registered for that number of Co-op hours. If you are seeking 3 credit hours, you must complete 150 clinical hours and have registered for a combination of courses totaling 3 credit hours. (example: N3100 and N3200 = 3 credit hours – 150 work hours; N3200 and N4200 = 4 credit hours – 200 work hours). To register, you must complete the application process and be cleared by your advisor to **register for the appropriate classes and pay the tuition and fees for those courses.**