



SOUTHERN ILLINOIS UNIVERSITY CARBONDALE

Cooperative Education/Work-Based Learning Courses (Online)

Summer 2022

The Department of Workforce Education and Development at Southern Illinois University Carbondale will again offer the two Cooperative Education courses during the 2022 summer semester as online courses using the *Desire2Learn Management System (My Courses)*. Both three semester hour courses complete the six semester hour requirement to qualify career/technical educators to coordinate cooperative education/work-based learning programs.

<u>Courses</u>	<u>Dates</u>
WED 472 (952) - 40594 Organizing Cooperative Education	June 13 – August 7
WED 473 (952) - 40595 Coordinating Cooperative Education	June 13 – August 7

Advanced registration is required with enrollment limited to 30 students for each course. The cost of **each** course is approximately **\$1,626.30 (\$1,408.50 for tuition and \$217.80 for fees)**. **The total for both courses will be \$3,252.60 (\$2,817.00 for tuition and \$435.60 for fees)**. Once students are registered, they will receive a bill from the SIUC Bursar Office. Registration for these courses begins on **April 4, 2022 and is ongoing until June 19, 2022**.

Anyone interested in taking these courses, must meet one of the three (3) criteria below:

1. If the student has **never** attended a graduate level course affiliated with SIUC, then they can register for one semester as a **temporary non-declared graduate student** without being officially admitted to the university. To begin this process, please complete the **Graduate Admission Application for Off-Campus Registration Form, which is a separate attachment to this emailed document** then mail or email the completed form to:

Ronda Koch
School of Education
625 Wham Drive, Wham Bldg. Rm 222G
Mail Code 4624
Southern Illinois University
Carbondale, IL 62901-4612
Email: ronda.koch@siu.edu

2. If the student has previously received graduate credit through SIUC, they are required to be admitted as a **regular non-declared graduate student** and need to follow these steps:
 - a. Complete the online application at <https://gradschool.siu.edu/apply/>. Pay the \$65.00 application processing fee online; and
 - c. Send transcripts from institutions other than SIUC to: *Graduate School Admissions Office, Student Services Building, Southern Illinois University, Carbondale IL 62901-4716, Phone: 618-536-7791. E-mail: gradschl@siu.edu*
3. If the student is currently a regular non-declared graduate student or admitted into a specific major at **SIUC**, no further admission paperwork will be required.

Once the application is in the system, students will be notified via email of the registration procedures through Self-Service Banner.