

SPECIAL PROGRAMS

EARLY ADMISSION

The early admission program allows academically talented high school students to enroll for up to eight units of university work per quarter while simultaneously completing requirements for graduation at their respective high schools. The university work thus completed is applicable only as university credit and may not be used to meet high school graduation requirements. Consideration for admission to this program is granted to students who are earning a 3.5 grade point average in college preparatory courses and who are recommended by the high school principal or counselor.

Admission to Early Admission Program does not constitute the right to continued enrollment.

To be considered for admission a student must:

1. Complete and submit the CSU Application along with the \$55.00 nonrefundable application fee.
2. Forward a nomination letter from the high school principal or counselor.
3. Submit two copies of the high school transcript.

Additional information and applications are available in the Office of Admissions and Outreach.

FOUR-YEAR GRADUATION PLEDGE

Graduating in four years is a top priority for both prospective students and their parents, as they make decisions about a college education. The Cal Poly Pomona Four-year Graduation Pledge Program is designed to facilitate the graduation of freshmen within four years. The pledge program involves a two-way commitment, both on the part of the University and the student who elects to become a part of the program. The program is based on the philosophy that if both the University and the student uphold their commitment, graduation in four years should be easily attainable.

Student Commitment

1. Attend an orientation program prior to enrollment
2. Declare and remain in the same major elected upon admission to the University
3. Enter the University qualified to enroll in college-level math and English appropriate to your major
4. Enroll in at least 16 units per quarter and successfully complete at least 50 units per year
5. Maintain a minimum 2.0 cumulative grade point average, and earn a "C" or better in all coursework taken
6. Meet with an assigned advisor every quarter and participate in priority registration
7. Take and pass the Graduation Writing Test during your junior year
8. Balance school, work, and personal responsibilities so that your commitment to education is honored

University Commitment

At the core of the University's commitment is an effective and coordinated advising program. Each undergraduate academic

department has designated a special faculty advisor for four-year graduation pledge students. Additionally, four-year graduation pledge participants are granted priority registration for the duration of their pledge agreement.

For more information about the Four-year Pledge program, please contact Dr. Rochelle Kellner at (909) 869-4531.

KELLOGG HONORS COLLEGE

Suketu Bhavsar, Director

The Cal Poly Pomona Kellogg Honors College challenges talented students to achieve academic and personal goals. The College provides an intellectually and socially stimulating environment for students of all majors to come together as a community of scholars. Students receive the rigorous education and personal attention that is available in a small university, while having access to the many opportunities that Cal Poly Pomona's size makes possible.

Students may graduate from the Honors College by participating in special Honors classes; some in their majors and several which satisfy the university's general education requirements. Students have access to the Honors Commons, a gathering place in which they work and learn together. Special social events are held such as trips to museums, theaters, musical events and many opportunities for the students to get to know one another in a setting outside of class.

Special advising is provided for Honors students. Students are specially mentored to seek out summer research opportunities, scholarship applications, applications for graduate and professional schools, internships, and study abroad programs.

The Kellogg Honors College welcomes applications from students in all majors who have a high school GPA of 3.5. Cal Poly Pomona Freshmen who have maintained a GPA of 3.5 in their first year and transfer students with a GPA of at least 3.5 in their previous institution are also eligible to apply. Students who do not have this GPA but feel that they have other strengths such as leadership skills are welcome to apply and make the case that they will benefit from and contribute to the Honors College. Admission is selective; a faculty committee chooses Honors students based on their application packages. Honors students must maintain a 3.3 GPA to remain in the Kellogg Honors College during their time at Cal Poly Pomona.

ARMY RESERVE OFFICERS' TRAINING CORPS (ROTC)

Army ROTC is a program that provides college trained officers for the U.S. Army, the Army National Guard, and the U.S. Army Reserve. Cal Poly Pomona is one of 600 institutions nationwide that offer Army ROTC through cross-enrollment with host institutions. Students from Cal Poly Pomona attend Military Science classes at Cal Poly Pomona and participate fully in the Army ROTC. Although Army ROTC is traditionally a four-year program, a two-year program is offered to students completing a six week summer camp and to selected veterans.

Army ROTC aids students by providing leadership and management experience found in few other college courses as well as an opportunity for a military career in the Active Army, Army National Guard, or the U.S. Army Reserve. It develops self-discipline, physical stamina and poise while enhancing development of management skills and qualities basic to success in any career. It also provides academic credit for classroom instruction and a living allowance of up to \$1,000.00 each year during the final two years of the program.

The four-year program consists of a two-year Basic Course and a two-year Advanced Course. The Basic Course is normally taken during the freshman and sophomore years. The Basic Course imposes no military obligation on the part of the students; they may withdraw at any time before the end of the second year. Students with active duty military experience in any of the armed forces may have the first two years waived.

The Advanced Course provides further instruction in leadership development, organization and management, and tactics and administration. Attendance at all leadership laboratories and field trips (MSL 179 Physical Training) is mandatory for all Advanced Course cadets. Advanced Course cadets attend a six-week advanced camp in the summer between their junior and senior years of college. This camp permits Cadets to put into practice the principles and theories they have acquired from classroom instruction. Cadets receive approximately \$880.00 in pay, plus travel expenses, room and board, medical care, and other benefits.

The two-year program permits students with prior military experience or those who complete a six-week basic camp to enter the Advanced course and receive the same instruction and financial assistance. Applicants for the Basic camp should apply to the Army ROTC, California State Polytechnic University, Pomona, campus during the spring preceding the summer Basic camp.

Army ROTC scholarships for full tuition, fees, books, and a \$100.00 monthly living allowance are offered to students who are enrolled or are preparing to enroll in Army ROTC. These scholarships are for three years. Three-year competitive scholarships are available to students attending college at the time of application; this includes students enrolled in the Cal Poly Pomona Army ROTC program. Applications and further information can be obtained by writing Army ROTC, California State Polytechnic University, Pomona, CA 91768, or by calling (909) 869-3266.

Courses offered at Cal Poly Pomona are listed in the catalog section "University Programs."

AIR FORCE RESERVE OFFICERS TRAINING CORPS (AFROTC)

Air Force Reserve Officer Training Corps (AFROTC) offers two-, three-, and four-year programs leading to a commission as a second lieutenant in the United States Air Force. The AFROTC program is open to almost all students pursuing baccalaureate and graduate degrees. Classes consist of one hour of academics and two hours of leadership laboratory per week for freshmen and sophomores and three hours of academics and two hours of leadership laboratory per week for juniors and seniors. AFROTC offers numerous scholarship opportunities, but scholarships are not required to participate in the program. AFROTC offers a variety of one- to four-year scholarships valued up to 100% annual tuition, along with a nontaxable monthly stipend. Air Force ROTC is offered on the campuses of the University of Southern California, California State University - San Bernardino, and Harvey Mudd College. You do not need to be a student at any of these colleges to get involved. For more information contact the Department of Aerospace Studies at (213) 740-2670 or visit www.usc.edu/afrotc/. No military commitment is incurred until entering the junior year of the program or receipt of a scholarship after freshman year.

STUDY ABROAD, EXCHANGES, AND OVERSEAS INTERNSHIPS

On behalf of Cal Poly Pomona students, the International Center (Building 1, Room 104) encourages and facilitates student study abroad for a quarter or longer. Our staff assist students with selecting a study abroad program, completing applications, registering for courses, and arranging for transfer of overseas credits to Cal Poly Pomona. Financial aid, with the exception of Federal Work Study, is available to qualified

students. We work closely with the Financial Aid Office in assuring that all students can afford the international experience—and we can provide some need-based scholarships and loans. All CPP approved and sponsored study and travel abroad programs that offer 6 or more credits allow students to use their federal financial aid. Consult a counselor in the Financial Aid Office (Building 98-T3-15) and apply early.

Students study abroad to broaden their education and personal experience. It is a once-in-a-lifetime opportunity for most young people. In our increasingly global economy and issues of health, politics, society and resources that transcend national borders, many study abroad returnees find enhanced job opportunities.

New and noteworthy among Cal Poly Pomona overseas opportunities are the winter London Quarter. Cal Poly Pomona faculty offer regular classes in London, England. Students enroll for 17 units which include an extensive set of activities that make use of London and its surrounding areas. Courses and faculty are carefully selected to ensure courses useful to the majority of students, the highest quality teaching, and full use of London's historic and noteworthy attractions. Our partner, the Foundation for International Education, provides outstanding student services in London and organizes housing in the desirable Chelsea-Kensington area. During spring and summer quarters, students may opt to do formal internships as part of the program or simply work and travel. For information, please consult with International Center study abroad staff and the dean's office in College of Letters, Arts, and Social Sciences. The application deadline is in early June. The program is open to 35-60 students, accompanied by two or three Cal Poly Pomona faculty. Need-based scholarships and loans are available.

Cal Poly Pomona offers an exciting range of summer quarter overseas that are affordable. Students earn Cal Poly Pomona credits. All students may study in China (12 units, 12-25 students), Cuba (2-6 units, 10-20 students), Zimbabwe (6 units, 8-15 students). One or more Cal Poly Pomona faculty accompany students and are responsible for the evaluation of student work. Students studying French as part of their program may opt to join our language and culture program in Paris, at the Sorbonne (6 units). Architecture students can opt for a program that includes Greece, France, and Germany (10-12 units). These are programs the colleges and schools offer each summer. Need-based scholarships and loans are available.

For students who are more interested in a cultural immersion experience with only one or several other Cal Poly Pomona students, the International Center can recommend a number of outstanding programs that are available from universities abroad with whom we have formal exchange agreements. Students apply through the International Center. Cal Poly Pomona students can study in specialized as well as general liberal arts fields. Students from the professional schools and colleges, natural and physical sciences, arts, humanities and social sciences will find a wealth of appropriate courses available, in English, as well as several other languages. For example, engineers, behavioral science students and others will find coursework offered in English in Korea and Germany, as well as options in England, Scotland, and Australia. For students interested in Asia or in their own heritage, language and culture, study is available in China, Korea, Japan, and elsewhere. Several partner universities in Mexico offer Spanish language training, sometimes in combination with business courses.

Cal Poly Pomona maintains a balance between in-coming and out-going students with each partner institution abroad. Students pay Cal Poly Pomona fees (and tuition in the case of non-residents) and are responsible for their room, board and related expenses while abroad. The cost of exchange may be less or somewhat more than attending Cal Poly Pomona, depending on the location and student interest in additional travel. There are many opportunities for cultural, linguistic

and educational immersion abroad for those who have second language capability—Japanese, Chinese, Korean, Spanish, German, French, Greek, and Polish. The exchange programs run for one or two semesters and generally have an April 1 deadline. Students are eligible for financial aid and for International Center need-based scholarships and loans.

The International Center serves as the administrator for year-long academic programs offered by California State University International Programs. These programs take groups of students to 20 countries where they take transferable coursework. Students may study with numbers of others from Cal State campuses. Students pay Cal Poly Pomona campus fees. (See University Programs). Outstanding universities in Australia, Canada, Chile, China, Denmark, France, Germany, Ghana, Israel, Italy, Japan, Korea, Mexico, New Zealand, South Africa, Spain, Sweden, Taiwan, United Kingdom, and Zimbabwe host CSU students. These academic year programs have a February 1 application deadline. Financial aid, with the exception of GFederal Work Study, is available to qualified students generally, International Center scholarships are not available; however, participants are eligible for International Center loans. Students must have a current cumulative GPA of 2.75 or 3.0, depending on the program, and some programs have language and coursework prerequisites. Information is available at www.gateway.calstate.edu/csuienet

Cal Poly Pomona is a member of the College Consortium for International Studies (CCIS). The Consortium offers opportunities abroad in additional countries, notably in South America, Central America, Eastern Europe, and North Africa. Financial aid may be used for study abroad (instructional costs as well as room and board, books, airfare, etc.) on Consortium programs. Program costs for academic study are higher than for studying at Cal Poly Pomona. International Center loans are available to assist students on CCIS programs.

Students on study abroad and internship abroad programs agree to comply with academic requirements, the CPP student code and university regulations, host university regulations, and laws of the host country. Study abroad students must have insurance coverage while abroad, including medical, medical evacuation and repatriation of remains. The International Center sells low cost, short-term insurance in the form of a student identify card. Additional medical insurance is available for most programs and several have insurance as part of the program costs. Before departing, participants in Cal Poly Pomona programs have a general health examination (arranged with the Health Center).

To facilitate study, travel and work abroad, the International Center offers International Student Identity Cards and Teacher Identity Cards. The cards provide discounts on travel (Council for International Educational Exchange—CIEE; Eurail Passes) and admissions to museums and other international attractions. The cards also provide the short-term health insurance coverage that CPP requires. Students will find ready access to travel information in the International Center.

The newly organized International Center facility provides an inviting location for domestic and international students to meet, obtain information about overseas study, read about current events from U.S., Asian and other national perspectives, and share their experiences. A television is available for playing tapes from exchange and CSU International Programs sites. There is a media center with access to Netscape, CD-ROM information and e-mail to exchange partner institutions for students.

For further information see www.csupomona.edu/~international call (909) 869-3625 (transley@csupomona.edu), 909-869-2036 ([yycao@csupomona.edu](mailto:yyciao@csupomona.edu)), or fax 909-869-3282.

NATIONAL STUDENT EXCHANGE (N.S.E.)

Cal Poly Pomona belongs to the National Student Exchange consortium, which comprises 175 state universities and colleges in 48 states plus the District of Columbia, Guam, Puerto Rico and the Virgin Islands. The program provides the opportunity for eligible students to complete part of their degree coursework in a challenging new environment at one of the participating institutions. Involvement in unique courses or special programs not available at the home institution is a common reason for participating, but the desire to travel or expand personal experience is also an acceptable motive. Prior to the student's departure, careful course planning is completed in conjunction with the student's academic advisor, to insure that coursework completed while on exchange will be acceptable toward the student's Cal Poly Pomona degree objective. Although there are modest fees for application and placement, the student usually pays only the regular Cal Poly Pomona registration fees during the exchange period. Travel and living costs must also be considered. Students receiving financial aid are welcome to participate.

Basic eligibility at the time of application requires: (1) the student has at least a 2.50 grade point average; (2) the student is enrolled for at least 12 units; (3) the student is usually a sophomore or junior at time of exchange. There is an application fee.

The National Student Exchange program is administered through the Office of the Associate Vice President for Enrollment Services, Building 98, Room T4-21. Applications are available in January, and placement is completed in March for the next academic year.

UNIVERSITY ACCESS AND EQUITY PROGRAMS

As part of the University's efforts to expand educational opportunity, a number of access and equity programs have been developed. These programs include cooperative efforts between the offices of the Vice Presidents for Academic Affairs and Student Affairs.

Educational Opportunity Program

A major program of Student Support and Equity Services, the Educational Opportunity Program (EOP) is Cal Poly Pomona's first and most comprehensive postsecondary access and equity program. Established in 1969, the program serves low-income California residents who demonstrate the motivation and potential to succeed in college. Although 90 percent of EOP students entering Cal Poly Pomona meet the University's regular admission requirements, the program provides access for a limited number of first-time freshmen who do not qualify for regular admission. EOP promotes equity ("leveling the playing field") by providing participants with a broad range of support services throughout their undergraduate enrollment, as long as they maintain full-time status, make satisfactory academic progress, and fulfill program requirements.

Among the services provided by EOP are primary advising for our undeclared students and supplemental academic advising for our declared students, academic success seminars to develop effective study skills and enhance academic performance, no cost tutoring and GWT preparation, peer mentoring, personal development services, and student activities to build community and an appreciation for EOP's rich history.

To apply for admission to the Educational Opportunity Program, prospective first-time freshmen must complete all sections of item 14 on the CSU undergraduate admission application. Cal Poly Pomona's EOP accepts applications from prospective first-time freshmen for fall quarter only. The admission application must be submitted to Cal Poly Pomona by April 1. Applicants who would enter as first-time freshmen are also required to submit official copies of their high school transcript

(reflecting grades through the 7th semester) and EOP supplementary forms, which include an applicant information form, a nomination form, an autobiographical statement, and a recommendation form. In addition to those forms, all applicants must submit a Free Application for Federal Student Aid (FAFSA) by March 2.

Prospective EOP students who would be entering as freshmen and are undecided about a major are advised to apply as an undeclared major. Prospective EOP freshmen who do not meet the University's regular admission requirements are also advised to apply as an undeclared major. All undeclared major applicants are required to come to campus to participate in personal interviews and skills assessment. EOP undeclared majors and those who do not meet the University's regular admission requirements are required to successfully complete the Summer Bridge Program. EOP undeclared students receive additional assistance from the EOP staff in all aspects of registration, academic advising, and selecting a major. Undeclared students are required to select a major by the end of their third quarter of attendance at the University.

To apply for admission to the Educational Opportunity Program, prospective transfer students must complete all sections of item 14 on the CSU undergraduate admission application, indicating whether they have previously enrolled in an EOP or EOP&S program. Cal Poly Pomona's EOP accepts applications from prospective transfer students for fall quarter only. Applicants are encouraged to apply as early as possible during the application filing period but not later than April 1. Applicants seeking to transfer are also required to submit official transcripts of all college work and EOP supplementary forms, which include an applicant information form, a nomination form, an autobiographical statement, and a recommendation form. In addition to those forms, all applicants must submit a Free Application for Federal Student Aid (FAFSA) or renewal FAFSA by March 2.

Once an EOP applicant's file is complete, it will be carefully reviewed by the EOP Admissions and Enrollment Committee. The committee will not consider an applicant unless documents and forms required by the University's Admissions Office have been received and EOP has been notified that the applicant's file is complete.

The Admissions and Enrollment Committee will consider such factors as the applicant's background, previous academic performance, cocurricular activities, work experience, motivation, and potential for success at Cal Poly Pomona. The committee may also look for any contributions that the applicant has made or intends to make to his or her community. It is important that applicants complete all forms completely and accurately in order to assist the committee in evaluating their application. All undeclared major applicants are required to come to campus to participate in personal interviews and skills assessment testing. The EOP Admissions Counselor will notify applicants if a campus visit is required during the selection process.

After an applicant's file has been reviewed and a decision has been reached, the Executive Director of Student Support and Equity Programs will notify the applicant of the decision in writing. An offer of acceptance and an EOP Acceptance Agreement will be mailed to applicants who have been recommended for program acceptance. The EOP Acceptance Agreement must be signed and returned to the EOP Admissions and Enrollment Services Office within two weeks. If it is not signed and returned on or before the specified date, the offer of acceptance to the Educational Opportunity Program will be canceled.

For additional information on the Educational Opportunity Program, send an e-mail message to eopadmin@csupomona.edu or call (909) 869-3362.

Summer Bridge Program

Initiated at Cal Poly Pomona in the summer of 1985, the Summer Bridge Program is a five-week residential program that assists students in making the transition from high school to the more challenging environment of the University. The program provides a preview of the college experience and helps students build the academic skills needed to be successful at Cal Poly Pomona.

The Summer Bridge Program offers credit-bearing courses that help sharpen skills in math, reading, writing, and critical thinking. In addition, tutorials, workshops, and other activities are included in the Summer Bridge experience. Students participating in the program receive academic advising, registration assistance, and opportunities to socialize and network with other students and campus resource people. The University covers all direct costs, including registration fees, room, board, and books.

All EOP first-time freshmen admitted as exceptions to the University's admission requirements or as undeclared majors are required to successfully complete the Summer Bridge Program. Other EOP first-time freshmen are also eligible to participate in the Summer Bridge Program. A response form is mailed out to prospective students with an offer of admission to the Educational Opportunity Program and an EOP Acceptance Agreement. The Summer Bridge Program response form must be signed and returned with the EOP Acceptance Agreement before the specified deadline in order to be considered for admission to the Summer Bridge Program.

For additional information, please call the Summer Bridge Coordinator at (909) 869-3369.

McNair Scholars Program

The McNair Scholars Program is a federally funded TRIO program that provides numerous opportunities to Cal Poly Pomona juniors and seniors who will engage in hands-on, multi-disciplinary training designed to introduce the rigors of study, research, and writing needed to be successful at the doctoral level. Scholars will work closely with faculty mentors and a faculty coordinator throughout the academic year and during the five week summer residential component to strengthen critical thinking, report and technical writing, statistics and research methods, and to design and conduct a specific research project. Scholars will present their research findings at the Cal Poly Pomona Summer Research Symposium. Students who are accepted into the program and complete quarterly requirements will receive an annual stipend of \$2,400.

The goal of the McNair Scholars Program is to increase the number of low income, first generation, and traditionally underrepresented students gaining admission to graduate school, completing doctoral level study, and pursuing careers in college teaching.

Eligible students must meet the following requirements:

Junior or senior status and one or more of the following criteria:

- Underrepresented at the doctoral level (women, African American, Latino American, Native American, and individuals underrepresented in science and technical fields).
- First generation student (neither parent graduated from a four year institution).
- Low income student (receiving financial aid).

In addition to the above criteria, we are also seeking students who are majoring in the following colleges: Agriculture, Engineering, Environmental Design, and Science; or the following departments: Behavioral Science, Political Science, and Social Science.

For more information about the McNair Scholars Program, please contact Dr. Frank Torres at (909) 869-3501.

California Pre-Doctoral Program

Through a CSU system-wide competition, students underrepresented in their academic disciplines may apply for a California Pre-Doctoral Award through the Office of Graduate Studies. The California Pre-doctoral Program is designed to increase the pool of potential faculty by supporting the doctoral aspirations of CSU students who have experienced economic and educational disadvantages. Students granted one of the 75 annual awards will receive a \$2,000 stipend that may be used for travel to doctoral-granting universities, attendance at professional conferences and seminars, subscriptions to professional journals, and fees for applying to graduate schools. Students applying for the award must be sponsored by a faculty member who acts as advisor and mentor to the student. Awarded faculty sponsors may receive a travel stipend of up to \$1,000 to accompany the student to universities and professional conferences or seminars.

Coordinator: Charlene Saunders, Extension 2955

CSU Chancellor's Doctoral Incentive Program

Funded centrally by the Chancellor's Office, the CSU Forgivable Loan Program encourages underrepresented students to pursue doctorate degrees by loaning a maximum of \$30,000 to defray educational expenses. After completing the doctorate degree, students may have 1/5 of the loan balance waived for each year they are employed as a faculty member within the CSU system.

Coordinator: Pablo Arreola, Extension 2225

EDUCATIONAL ENHANCEMENT PROGRAMS

Agriculture Educational Enhancement Services – AGREES

Coordinator: Rhonda Ostrowski, Extension 3718

Maximizing Engineering Potential – MEP

Director: Milton Randle, Extension 2482

Science Educational Enhancement Services – SEES

Faculty Coordinator: Barbara Burke, Extension 3676

Educational Enhancement Programs reflect the university's commitment to providing educational services for Cal Poly Pomona students who are first-generation college students, unfamiliar with a university environment, or who for other reasons can benefit from working with faculty and other students to strengthen their connection to the University and enhance their ability to succeed academically. Recognizing the significance of a supportive academic climate, the programs have been established in each of the six colleges and two schools to deliver challenging educational opportunities to students majoring in the respective disciplines. The programs have an academic focus that constructs a community-based model of education which encourages learning through collaboration and ties together all facets of students' college experiences including personal development, academic achievement, social and civic responsibility, cultural enjoyment, and continued learning related to graduate school and careers.

In each of the programs, entering students join a community of scholars within the college or school and engage in academic domain-specific activities with university faculty, staff, peers, and industry and community representatives. Student participants benefit from the personalized attention of caring faculty who strive to create a healthy and connected learning environment. Program offerings vary and are intentionally designed to promote academic achievement, college persistence, and improve graduation rates of student members.

Specifically, services and activities may include intensive academic advising, specialized orientations, instructional workshops, academic seminars, identified rooms for group study and technical computer support, a resource information clearing-house, collaborative study groups with peer leaders, referrals for tutorial support, linked clubs for pre-professional students from target ethnic groups, exploration of graduate schools and career opportunities, networking with industry professionals, financial aid and scholarship information, organized field trips, co-registration in sections of difficult core courses with adjunct tutorial support, and graduation/recognition celebrations.

COOPERATIVE EDUCATION

What is Cooperative Education? Cooperative education is a program in which classroom study is combined with a closely related work experience. Its basic purpose is to provide a means whereby a student can combine study at Cal Poly Pomona with work experience under the supervision of an employer in order to fulfill the total requirements of a particular educational program. Cooperative education blends theory and practice and provides relevance to a college education. It is a program which offers an innovative and expanded dimension to the education received by students at postsecondary institutions. Cooperative education is viewed as being an integral part of Cal Poly Pomona's curricular offerings and as being consistent with the educational goals of a polytechnic university.

Cooperative education programs are based on the following requirements:

1. The student must have at least junior class standing and an overall GPA of 2.0.
2. The off-campus work experience must be directly related to the student's major field of study.
3. The internship or co-op experience must be offered as a credit course by the student's major or minor degree department. The employment, either on a full-time or on a part-time basis, must be an integral part of the student's academic degree program and must be under the direct guidance and supervision of a Cal Poly Pomona faculty member.
4. The work experience must be of a sufficient duration to be considered a substantial part of the student's academic program.
5. The standards of work and performance must be maintained. To ensure these standards, the student's work must be evaluated periodically, and, at the end of the work period, the student's performance will be self-evaluated and further evaluated by the employer and by the supervising Cal Poly Pomona faculty member. The student will be assigned a grade for the course by the faculty supervisor.

Types of cooperative education programs. The "traditional" cooperative education program consists of alternating full-time work and study periods. In this type of program students spend one or more quarters of full-time work on the job and then a fixed period of full-time study on campus. Another model provides part-time work experiences in which students continue their college classes simultaneously with the work period. Under this arrangement, known as the "parallel plan," students generally work 15 to 25 hours per week off campus while carrying on some coursework on campus. Cal Poly Pomona offers both types of programs.

Program Information is available from the Office of Cooperative Education located in Building 8, Room 333, (909) 869-3434. For additional information on programs available within colleges, contact the designated cooperative education college coordinator or the Career Center, Building 97, Room 100.