

# **Internship / Work Experience Program**

## **How to Determine the Number of Units Eligible for the Current Semester**

### **Applicable for Internship & Work Experience**

For Paid Employment Positions ONLY

**Each 75 hours of paid work equals 1.0 semester unit. Therefore if the student works:**

at least	<b>5 hours per week</b>	<b>the student earns 1 unit</b>
at least	<b>9 hours per week</b>	<b>the student earns 2 units</b>
at least	<b>13 hours per week</b>	<b>the student earns 3 units</b>
at least	<b>18 hours per week</b>	<b>the student earns 4 units</b>

For Unpaid / Volunteer Employment Positions ONLY

**Each 60 hours of non-paid work equals 1.0 semester unit. Therefore if the student works:**

at least	<b>4 hours per week</b>	<b>the student earns 1 unit</b>
at least	<b>7 hours per week</b>	<b>the student earns 2 units</b>
at least	<b>11 hours per week</b>	<b>the student earns 3 units</b>
at least	<b>14 hours per week</b>	<b>the student earns 4 units</b>

#### **NOTE:**

If you are not able to complete the minimum number of hours needed for the requested units you will not receive the credits. It is the student responsibility to work the appropriate number of hours corresponding to the total units requested.

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