

# WORK EXPERIENCE

## Work Experience (WORK)

### WORK 96 - Professional and Essential Skills (1 unit)

*Letter Grade (LG) Only • Total hours: 17 hours lecture; 17 hours lab*

This course equips students with the vital abilities and competencies required to thrive in today's dynamic workplace. It is designed for students seeking to enhance their employability and excel in their careers, and focuses on developing the critical skills demanded by employers across diverse industries. Through interactive exercises, role-playing, and real-world applications, students actively develop these essential skills. Students will learn how to self-manage their careers, adapt to organizational culture, master the art of networking, and learn how to build social capital with managers and mentors. Students exit the course better prepared to meet the demands of their chosen careers, making a positive impact in their workplaces and advancing their professional journeys with confidence. Portions of instruction may be offered online; may also be offered fully online.

*Advisory: Completion of or concurrent enrollment in ENGL 1A or ENGL 1AE*

*Credit transferable: Transfers to CSU*

*GE Credit: MPC E2 Career Exploration*

### WORK 97 - Service Learning Work Experience (0.5-4 units)

*Letter Grade (LG) Only • Total hours: 24-216 hours lab*

In this dynamic educational course students learn through action that combines classroom insights with hands-on community service. It offers a unique opportunity to enact real change within your community while simultaneously developing valuable skills and knowledge that will elevate your personal and professional growth. Students may collaborate directly with local non-profit organizations, community groups, or social enterprises to tackle genuine issues and contribute to impactful projects. They will harness the skills required to solve real-world challenges, nurture a sense of social responsibility, and cultivate a profound commitment to civic engagement. An internship or volunteer position, consisting of 51 hours unpaid work experience per each unit, is required.

*Advisory: Completion of or concurrent enrollment in ENGL 1A or ENGL 1AE*

*Enrollment limitation(s): Current employment or internship placement and instructor approval required to participate.*

*Repeatable: Repetition is allowed for occupational work experience up to a total of 16 units (Title 5, Section 55253)*

*Credit transferable: Transfers to CSU*

*GE Credit: MPC E2 Career Exploration*

### WORK 98 - Exploratory Work Experience (0.5-4 units)

*Letter Grade (LG) Only • Total hours: 24-216 hours lab*

This is an immersive course that empowers students to venture into the real world, gain hands-on experience, and uncover passions and career interests. This is the student's opportunity to step out of the classroom and into the real world, gaining valuable insights to fuel career aspirations. Students will develop practical skills and make informed decisions about their future academic path, using this journey of exploration and self-discovery as a guide. A job, internship, or volunteer position, consisting of 51 hours paid or unpaid work experience per each unit, is required.

*Advisory: Completion of or concurrent enrollment in ENGL 1A or ENGL 1AE*  
*Enrollment limitation(s): Current employment or internship placement and instructor approval required to participate.*

*Repeatable: Repetition is allowed for occupational work experience up to a total of 16 units (Title 5, Section 55253)*

*Credit transferable: Transfers to CSU*

*GE Credit: MPC E2 Career Exploration*

### WORK 99 - Career-Focused Work Experience (0.5-4 units)

*Letter Grade (LG) Only • Total hours: 24-216 hours lab*

This course is designed to bridge academic learning and real-world application, providing students with a valuable opportunity to gain practical experience in their chosen field of study. This dynamic and immersive experience is tailored to help students enhance their employability. Students will actively engage with industry professionals, apply theoretical knowledge to real-world scenarios, and cultivate the essential skills needed for a successful career. By actively participating in their professional journeys, students are poised to make a seamless transition from academia to the workforce, well-prepared and confident in their abilities. A job, internship, or volunteer position, consisting of 51 hours paid or unpaid work experience per each unit, is required.

*Advisory: Completion of or concurrent enrollment in ENGL 1A or ENGL 1AE*  
*Enrollment limitation(s): Current employment or internship placement and instructor approval required to participate.*

*Repeatable: Repetition is allowed for occupational work experience up to a total of 16 units (Title 5, Section 55253)*

*Credit transferable: Transfers to CSU*

*GE Credit: MPC E2 Career Exploration*

### WORK 495 - Beyond the Classroom (0 units)

*Pass/No Pass (P/NP) Only • Total hours: 17 hours lecture; 17 hours lab*

In this course students actively learn the art of networking, unlocking the potential of professional connections within their chosen academic pathways. Students develop essential and transferable skills, and also discover how to strategically tap into industry-specific networks. This knowledge equips students with the ability to scale their careers effectively. The course content can be adapted to accommodate online delivery, fostering an interactive and collaborative digital learning environment. Portions of instruction may be offered online; may also be offered fully online.

*Repeatable: Noncredit*

**WORK 496 - Professional and Essential Skills (0 units)**

*Pass/No Pass (P/NP) Only • Total hours: 17 hours lecture; 17 hours lab*

This course equips students with the vital abilities and competencies required to thrive in today's dynamic workplace. It is designed for students seeking to enhance their employability and excel in their careers, and focuses on developing the critical skills demanded by employers across diverse industries. Through interactive exercises, role-playing, and real-world applications, students actively develop these essential skills. Students will learn how to self-manage their careers, adapt to organizational culture, master the art of networking, and learn how to build social capital with managers and mentors. Students exit the course better prepared to meet the demands of their chosen careers, making a positive impact in their workplaces and advancing their professional journeys with confidence. Portions of instruction may be offered online. Portions of instruction may be offered online; may also be offered fully online.

*Repeatable: Noncredit*

**WORK 499 - Career-Focused Work Experience (0 units)**

*Pass/No Pass (P/NP) Only • Total hours: 8-204 hours lab*

This course is designed to bridge academic learning and real-world application, providing students with a valuable opportunity to gain practical experience in their chosen field of study. This dynamic and immersive experience is tailored to help students enhance their employability. Students will actively engage with industry professionals, apply theoretical knowledge to real-world scenarios, and cultivate the essential skills needed for a successful career. By actively participating in their professional journeys, students are poised to make a seamless transition from academia to the workforce, well-prepared and confident in their abilities. A job, internship, or volunteer position, consisting of 51 hours paid or unpaid work experience per each unit, is required.

*Enrollment limitation(s): Current employment or internship placement and instructor approval required to participate.*

*Repeatable: Noncredit*

*Repeatable: Repetition is allowed for occupational work experience up to a total of 16 units (Title 5, Section 55253)*