

Sponsor and Student Responsibilities

CPCC Automotive Systems Technology Cooperative Education Program

Sponsor Responsibilities

Each sponsor will receive detailed information concerning the sponsorship of students. Regardless of location, every sponsor in the program will have the following responsibilities:

1. Assist in recruiting qualified candidates.
2. Adhere to selection procedures and agree to five semesters of sponsorship.
3. Agree to provide relevant work experience during each semester the student is employed.
4. Identify a qualified employee to help supervise the student's work experience.
5. Assist the College in evaluating the student's progress during the co-op work experience.
6. Serve on an advisory committee to assist the College in maintaining a strong program.

A NOTE CONCERNING WAGES AND BENEFITS

The dealer and the student will agree on the wages and benefits provided to the student. Due to the financial requirements of the program, incentives for students should be built into the compensation plan.

Student Selection Criteria

1. Applicant must have a high school diploma or equivalent.
2. Applicant must have and maintain a valid driver's license.
3. Applicant must complete and return a Cooperative Education application to CPCC. Submit Application to:

Transport Systems Technologies Division
Central Piedmont Community College
Post Office Box 35009
Charlotte, NC 28235-5009

4. Applicant must be registered in a CPCC Automotive Technology Program, and have approval from his/her Automotive Advisor to register for a Cooperative Education course.
5. Applicant must complete placement testing at CPCC by satisfactorily meeting the same acceptance standards established for all CPCC Diploma and Associate Degree programs. Students unable to obtain these scores are routed to developmental studies for skill upgrading. Exceptions will be allowed only with approval from the Program Director after careful review of high school transcripts, previous college work, and related work experience.
6. Student will be employed by sponsor prior to the start of classes at CPCC. Assistance in finding employment will be provided through CPCC as needed.
7. Student must furnish all tuition, books and tools required. Scholarships may be available.



**Transport
Systems Technologies**