Aminta-

The State is requesting revisions of your Health and Human Services (HHS)-099 course: Occupational Work Experience for the following reasons:

1. The course is TOP Coded as a General Work Experience course, but the title lists Occupational Work Experience
2. Occupational Work Experience, as defined by Title 5, Section 55252, and that are included in an occupational program, should be reported in the TOP Code that designates the occupation in which the experience takes place.
3. The course objectives are very general and do not meet the requirements for the content required in an Occupational Work Experience course.  The exact Title 5 language is below and I’ve highlighted the requirements for this type of course.

Title 5, § [55252](https://govt.westlaw.com/calregs/Document/I92817C20B6CB11DFB199EEE3FF08959C?viewType=FullText&originationContext=documenttoc&transitionType=CategoryPageItem&contextData=%28sc.Default%29) defines the two types of Cooperative Work Experience Education courses:

***§ 55252. Types of Cooperative Work Experience Education.***

*Cooperative Work Experience Education is a district-initiated and district-controlled program of education consisting of the following types:*

*(a) General Work Experience Education is supervised employment which is intended to assist students in acquiring desirable work habits, attitudes and career awareness. The work experience need not be related to the students' educational goals.*

*(b) Occupational Work Experience Education is supervised employment extending classroom based occupational learning at an on-the-job learning station relating to the students' educational or occupational goal.*

*Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901, 70902 and 78249, Education Code.*

The course outline will need to be revised to meet these stipulations based on department need.

For reference, I did mention to the reviewer that this was the standard outlined used for occupational work experience classes at CCC and had previously been approved.  She indicated that whether or not this was the case, this COR does not meet the Title 5 requirements…and that she would be happy to review all of our courses if we want them sent back.

Let me know if you need anything further.

Thanks,

Tammeil