



Buffalo State College Work-Based Learning Program Certification Courses

The Work-Based Learning Program is a two course sequence leading to one of two teaching certification extensions. Work-based learning (WBL) is the “umbrella” name used to identify activities which collaboratively engage employers and schools in providing structured learning experiences for students. These experiences focus on assisting students develop broad, transferable skills for postsecondary education and the workplace.

Organization of Diversified Cooperative Work Study Programs CTE550 - Spring Semester (3 credits)

- Philosophy of Work-Based Learning Programs
- Types of Work-Based Learning Programs
- New York State CDOS and Career and Technical Education Endorsements
- The 21st Century Educator and Workplace
- The role of the Work-Based Learning Coordinator
- New certification laws.
- Networking Techniques
- Creating an Industry Advisory Board
- Working with the next generation of students.
- Making our students “Workforce Ready”
- Industry/Career Knowledge
- Work-based learning programs around the world.
- Social Media and Work-based learning Programs

Operation of Diversified Cooperative Work Study Programs CTE555 - Fall Semester (3 credits)

- Criteria for Approved Work-Based Learning Programs
- Work-based learning programs in other states.
- Marketing your program to students, parents, employers and colleagues
- Employment certificates
- Discovering your students “Career DNA” and career counseling techniques
- Pre-employment Instruction
- Counseling and Coaching Techniques
- Job Success Skills
- New York State Child Labor Laws
- Essential forms: Memorandum of Agreement, Enrollment, Training plans, Time Cards, Work Readiness credentials.
- Related instruction for training site.
- Safety Training/Hazardous Occupations
- Student Resumes
- Calculating your program’s return on investment.

Application & Registration

1. To apply, send an e-mail to ncprog@buffalostate.edu, requesting an application to the Work-Based Learning program. Information regarding the application process will be sent to you in a reply e-mail.
2. Students will be registered when their application has been processed.

Continuing Education Course Fees: \$1,154.00

Billing/Invoices

An invoice will be sent to you when your registration is completed.

Certification Information

Two Work-Based Learning Certifications

Coordinator of Work-based Learning Programs for Career Awareness - #8981

Coordinator of Work-based Learning Programs for Career Development - #8982

(e) Requirement for the extension in coordinator of work-based learning programs for career awareness.

(1) The extension shall authorize the candidate to coordinate work-based learning programs for career awareness, such as programs providing extended shadowing experiences, the:

- GEWEP (General Education Work Experience Program) – paid, 16+ years of age
- WECEP (Work Experience Career Exploration Program) - paid - age 14+ years of age

(2) The candidate shall meet the requirements in each of the following paragraphs:

(i) The candidate shall hold a valid provisional, permanent, initial or professional certificate for classroom teaching service or counseling.

(ii) The candidate shall complete a program registered pursuant to section 52.2 1(b)(4)(vi) of this Title, or its equivalent.

(iv) The candidate shall have completed **300 clock hours*** of work experience outside of classroom teaching.

Note: This extension may be granted to any NYS licensed educator.

(f) Requirements for the extension in coordinator of work-based learning programs for career development.

(1) The extension shall authorize the candidate to coordinate work-based learning programs for career development, such as the **Cooperative Occupation Education Work Experience Program (COOP), the Career Exploration Internship Program (CEIP), programs of youth-run enterprises, and internship and youth apprenticeship/pre-apprenticeship programs.**

- CEIP (Career Exploration Internship Program) - non paid, age 14+ years of age
 - Co-op (Cooperative Occupational Program) – paid, 16+ years of age and CAP (Cooperative Apprenticeship Program) – paid, 16+ years of age
- (2) The candidate shall meet the requirements in each of the following subparagraphs:

(i) The candidate shall hold a valid provisional, permanent, initial or professional certificate for classroom teaching service authorizing instruction in career and technical education.

(ii) The candidate shall complete a program registered pursuant to section 52.2 1(b)(4)(vi) of this Title, or its equivalent.

(iii) The candidate shall have completed **600 clock hours*** of work experience outside of teaching in the classroom teaching service.

Specific questions about the courses

Contact Online Instructor

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Continuing Professional Studies

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