

**Special Curricula**

Cooperative Education & Career Link . . . . . 57A  
Directed Study . . . . . 57B  
Topics & Issues Courses . . . . . 57B  
Work Practicum . . . . . 57B  
Apprenticeship . . . . . 57B  
Sustainable Living Institute of Maui . . . . . 57B  
Transfer & Articulation Agreements . . . . . 57B  
Sea Grant . . . . . 57B  
Space Grant College Program . . . . . 58  
Kaiao . . . . . 58  
Maui Language Institute . . . . . 58  
International Programs . . . . . 58



## Cooperative Education

Cooperative Education (Co-op or internships) is an academic program which offers students an opportunity to integrate classroom-based theory with related practical work experience. Students benefit by:

- earning academic credit (1-3 credits per semester) for field experience related to the major.
- gaining practical on-the-job experience that fosters development of skills, competencies, and interest in a specific occupation or career field.
- participating in field experiences that validate career choices.
- enhancing employability, improve resume, earning capability, and the potential for career advancement.
- exploring or making a transition into new careers.
- earning possible income while attending college. Income varies pending whether mentor/employer site offers paid or unpaid internship experience.

Field sites may be on- or off-campus, paid or volunteer, part- or full-time. Cooperative Education faculty will approve and orient field sites with participating businesses and organizations. Students develop learning outcomes, are evaluated for work performances, participate in Lualaba for online assignments, attend monthly seminars with guest speakers or individual appointments, and develop a career portfolio.

Co-op is currently available in these programs:

Accounting - ACC 193v  
 Administration of Justice - AJ 293v\*  
 Agriculture - AG 193v  
 Auto Body Repair-Painting - ABRP 193v  
 Automotive Technology - AMT 93v  
 Business Administration - BUS 193v  
 Business Technology - BUSN 193v\*  
 Construction Technology - various  
 Career Vocational Education - CVE 93v\*\*  
 Electronic-Cmptr Eng'g - ETRO 193v\*  
 Fashion Technology - FT 93v

\*Program requires one or more semesters of Co-op.

\*\* 1st year college students and students with less than a 2.0 GPA. Courses lower than 100-level may not count toward a specific academic program. Contact your counselor to confirm.

Liberal Arts majors are encouraged to enroll in CASE 193v, 293v, 393v, 493v for career exploration and for professional development.

Co-op credits are variable by program requirements and are based on one credit per each increment of 75 hours of work-based learning. A Co-op course may be repeated for a maximum of 9 credits. Credits may be transferable as determined by the receiving institution. For 393v and 493v Co-op courses, students must be upper division program majors; or consent. Check online at [Class Availability for specific course alpha and CRNs](#) (e.g., BUSN 193v, CASE 293v).

👋 Call 984-3318, or visit Ka Lama 101, for information and assistance.

## CareerLink

CareerLink is staffed Monday through Thursday, from 9:00 am - 4:00 pm; Fridays by appointment. The center is located in Ka Lama 101. Job postings include on- and off-campus employment.

On-campus student employment may be accessed online at: [sece.its.hawaii.edu/secel](http://sece.its.hawaii.edu/secel). A "maui.hawaii.edu/" email account is required to access this site.

Off-campus jobs may be accessed through Job Center Online. Register at: [www.myinterfase.com/maui/Account/Register](http://www.myinterfase.com/maui/Account/Register), or in person at Ka Lama 101.

CareerLink offers career readiness skills, including internships, cover letter, resume, mock interview, and financial literacy; professional development workshops; and online resources (e.g., Career Spots, HireNet Hawai'i, and Job Center Online are available to current students and graduates of the UH campuses).

👋 For information, call 984-3318 or visit: [www.maui.hawaii.edu/careerlink/](http://www.maui.hawaii.edu/careerlink/).

### Directed Study

Directed study (DIRS) or research beyond the scope of curricular offerings in students' majors or areas of interest are offered by the College and arranged independently with the relevant instructor(s).

Interested students will print out the Directed Study form from the Curriculum Committee website. The completed form along with the proposed course outline is forwarded for approval to the instructor, department chair, and Vice Chancellor of Academic Affairs, with the vice chancellor office filing a copy of the approved proposal. *Directed study courses may be repeated without limit for credit.*

DIRS 99v, 199v, 299v, 399v, and 499v are available for elective credit only. The 99v course is generally not applicable for credit toward a UHMC degree. If the credits earned in Directed Study are intended for transfer, each directed study course syllabus and course outline will be input into the College computer system.

Directed study is intended as a specially designed learning experience. The offering is expected to be related to students' programs of study and to the College's existing curriculum. Directed study will not duplicate existing courses found and offered in the College curriculum. It is not a substitute for cancelled classes.

### Topics and Issues Courses

Topics and Issues courses enable the curriculum to encompass emerging issues in a timely manner, to take advantage of expertise from visiting scholars and performers, to answer contemporary needs from students and the community, and to transition coursework while new programs or courses are developed.

Topics courses are available at five levels for every discipline (alpha) in the College curriculum.

- ALPHA 90v Specialized Topic
- ALPHA 190v Topic
- ALPHA 290v Advanced Topic
- ALPHA 390v Contemporary Issues
- ALPHA 490v Advanced Contemporary Issues

Programs, including Liberal Arts, may limit the number of courses or credits that a student may apply toward a certificate or degree. The department in which the faculty member is housed must approve the proposed topics course. With multiple faculty members involved, then the department in which the lead faculty member is housed must approve the topics course.

A particular topic may be taught over a period of two years and then subsequently proposed as a permanent addition to the curriculum through the regular curriculum process.

Credits may vary from 1-6, with contact hours determined by the number of credits. Prerequisites and corequisites are determined by the topic. *Topics courses may be repeated without limit for credit.*

### Work Practicum

Work Practicum (WP 151v) provides work experience on- or off-campus under supervision of a faculty member. Students and college instructors jointly develop learning outcomes. Work Practicum credits are based on one credit for each increment of 75 hours of supervised work. Students desiring to enroll must obtain permission from the course instructor. *The course may be repeated for a maximum of nine credits. Grading is by CR/NC only.*

### Apprenticeship

The College provides noncredit classroom instruction to supplement work experience for apprentices indentured by the State of Hawai'i in a variety of trade areas, and provides skills upgrading courses for journeyworkers.

👉 For more information, call 984-3404.

### Sustainable Living Institute of Maui

The Sustainable Living Institute of Maui (SLIM) is a center with a primary focus on noncredit-based community outreach and professional development activities, as well as trainings complimenting UH Maui College degree programs. Initiatives include green internships sponsored by INNOVATE Hawaii, a community garden, and industry-recognized certifications in

facilities operations, renewable energy, and sustainable agriculture. Community outreach and workforce development efforts target K-12 and college-level students and faculty, local industry, and community members at-large.

👉 For information, call 808-984-3379.

### Transfer and Articulation Agreements

The College has agreements with other institutions enabling students to meet admission requirements and/or to transfer credits. Agreements exist with a variety of colleges both within and outside the UH system. The College continually seeks to provide transfer opportunities with two- and four-year institutions. As these opportunities are constantly changing and expanding, it is important that students interested in transferring meet with a counselor before starting on a course of study leading to a transfer program.

### Sea Grant

The UH Sea Grant Program at UH Maui College is part of a nationwide network of the NOAA national Sea Grant College Program, U.S. Department of Commerce. It promotes the improved management, understanding, and wise use of marine resources in Hawai'i and the Pacific region. Research provides scientific data to scientists, resource managers, policy makers, legislators, and the public in Hawai'i and the Western Pacific.

The UH Hawaiian Internship Program (HIP) offers Native Hawaiian undergraduates summer environmental internships. It also works with the UH Marine Option Program (MOP) develop environmental internship possibilities in Hawai'i for UH-HIP and MOP students.

The Sea Grant Extension Service supports the information and training needs of marine and coastal resource users and managers in aquaculture, coastal recreation and tourism, regional coastal resources, coastal hazards, and capacity holding and training.

👉 For more information, call Tara Owens at 468-3868.

### Space Grant College Program

The UH Maui College Space Grant program is part of UH Space Grant College Consortium, funded by a grant from NASA.

The program promotes studies in areas concerned with the understanding, utilization, or exploration of space, and with investigation of the Earth from space. Related fields of study include astronomy, engineering, adaptive optics, computer sciences, geology, meteorology, oceanography, physics, social sciences, and the life sciences.

The program offers opportunities to conduct research or participate in internship projects by providing stipends (monetary awards) to support students working on approved projects. Students work with faculty advisors and mentors, as well as with research scientists, on Maui and throughout the UH system.

✋ For information, call the NASA Space Grant program associate director Dr. Jung Park at 984-3423, or visit: [www.space-grant.hawaii.edu/](http://www.space-grant.hawaii.edu/).

### Kaiao

Kaiao, meaning *to enlighten*, is a Native Hawaiian program at UH Maui College. This Title III grant is federally-funded by the U.S. Department of Education and is focused on increasing the success of, and offering leadership opportunities to Native Hawaiian students by implementing:

Activity One, named Pu'a A'e (*to flower*), is to expand college course offerings at the Hāna Education Center;

Activity Two, named Mu'o A'e (*to bud*), is to create a successful First Year Experience program focused on increasing success for a cohort of Native Hawaiian, first-time in college, full-time and part time, traditional and non-traditional, classified students.

Activity Three, named Mōhala A'e (*to blossom*), is to establish a Native Hawaiian Leadership Program for program participants, including participation by UHMC faculty and staff.

✋ For more information, call 984-3405.

### Maui Language Institute

Maui Language Institute (MLI) is an English as a second language (ESL) program located on the UH Maui College campus. MLI provides students with English language instruction for academic purposes and for career and job skills advancement.

MLI offers an array of English learning opportunities. The regular program offers intensive 8 week courses. The custom program customizes training for groups and private instruction.

Services offered to MLI students include placement, orientation, and student support services. Students have full use of the UH Maui College facilities including the library, The Learning Center, student health center, and computer labs. Students are given email accounts and are welcome to participate in campus activities and clubs.

All international students are required to have health/medical insurance. Students purchasing insurance in their own country must provide written proof that the insurance covers them in the USA.

For more information regarding the MLI program, upcoming sessions, or information about insurance available in Hawai'i, call +1-808-984-3499 or visit the website: [www.mau.hawaii.edu/mli/](http://www.mau.hawaii.edu/mli/).

### International Programs

The Office of International Programs & Services establishes and implements systemwide policies and procedures to ensure the effective coordination of the University of Hawai'i international programs relating to immigration, study abroad, scholar services, protocol, exchanges, and cooperative agreements.

The University of Hawaii has exchanges and cooperative agreements for both students and faculty with universities around the world, especially with those in the Asia-Pacific region. The office also administers the International Agreements Fund and serves as a clearinghouse for information on the UH international involvement.

