



Work-Based Learning Coordinator Certification Fact Sheet

New York State Certification Extension Requirements

(e) Coordinator of Work-Based Learning Programs for Career Awareness #8981

- 1) The extension shall authorize the candidate to coordinate work-based learning programs for career awareness, such as programs providing extended shadowing experiences, the
 - General Education Work Experience Program (GEWEP)
 - Work Experience Career Exploration Program (WECEP)
- 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 consisting of a total of six semester hours of coursework that includes study in coordinating, and evaluating work-based learning experiences and programs.
 - (iii) The candidate shall have completed 300 clock hours of work experience outside of classroom teaching.

This extension may be granted to any educator holding a current New York State teaching certificate.

(f) Coordinator of Work-Based Learning Programs for Career Development #8982

- 1) The extension shall authorize the candidate to coordinate work-based learning programs for career development, such as:
 - Cooperative Career and Technical Education Work Experience Program (CO-OP)
 - Career Exploration Internship Program (CEIP)
 - Programs of Youth-Run Enterprises
 - Internship & Youth Apprenticeship/Pre-Apprenticeship Programs
 - General Education Work Experience Program (GEWEP)
 - Work Experience Career Exploration Program (WECEP)
 -
- 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 consisting of a total of six semester hours of coursework that includes study in coordinating, and evaluating work-based learning experiences and programs.
 - (iii) The candidate shall have completed 600 clock hours of work experience outside of teaching in the classroom teaching service.

This extension may be obtained by any teacher who possesses a certification in career and technical education at grades 7-12.



Where to go to complete the coursework for Work-Based Learning Coordinator

Four colleges/universities offer the coursework or the work-based learning certifications and are the only places where staff can take the coursework in the state.

1. [Buffalo State College](#)
Instructors:
Susan Gubing (sgubing@gmail.com 631-979-6452)
Suzanne Zewan (zewans@buffalostate.edu)
Courses: CTE 450/550 and CTE 455/555.
2. [City University New York](#)
3. [Hofstra University](#)
Instructor
Susan Gubing (sgubing@gmail.com 631-979-6452)
Courses: SED 211 and 212
4. [SUNY Oswego](#)
Courses: 465/565 and 466/566

A Coordinator of Work-Based Learning is required to hold the **Coordinator of Work-Based Learning Programs for Career Development #8982** in order to supervise students who are participating in off-site internships and for program approval.

For more information, visit the link below

Adapted from the Work Experience Coordinators Association website.
<https://sites.google.com/site/wecanys/website-builder/wbl-certification>