

Experiential Education Information for English Majors

ExEd is a General Education requirement for all undergraduate students at Monmouth University. Students must register for and complete a course with an external component in order to graduate.

There are several types of ExEd opportunities available to English majors:

Cooperative Education – Work in an academically/career relevant position under the direction of a faculty member (sponsor).

Service Learning – Academic learning that takes place in a community setting.

Study Abroad – A semester or summer program in London, Sydney, or Madrid or an international experience approved by the University. Please contact the Study Abroad Office for more information http://www.monmouth.edu/study_abroad/default.asp

English/Education majors satisfy the ExEd requirement through student teaching.

English majors must take the following steps to prepare for ExEd:

1. Visit the ExEd website at: <http://www.monmouth.edu/academics/CSS/EXED/default.asp>
2. Select the type of ExEd you are interested in.
3. Set up an appointment to meet with the English Department CAP, Dr. Oty Agbajoh-Laoye (732-571-3662, olaoye@monmouth.edu).
4. Use the ExEd search engine to find potential placements. (Dr. Laoye or the CSS staff can help you find a placement.)
5. For a co-op or service learning placement, secure and work with a faculty sponsor. (Dr. Laoye can help you find a sponsor.)
6. Meet with your prospective faculty sponsor to arrange meeting dates and assignments.
7. Have your co-op or service learning placement approved by Dr. Laoye, complete the appropriate forms (ExEd Application and Learning Outcomes Form (<http://www.monmouth.edu/registrar/forms/expeducation.pdf>), obtain a job description from your employer (on company letterhead), obtain the Department Chair's signature, and submit the forms to Diana Smedes, Administrative Assistant, Department of English (Wilson Annex 510).
8. Follow through on meetings with your faculty sponsor and complete the required hours and all the academic work including learning objectives and final paper. Ensure that your employer submits the Supervisor Survey and any other required paperwork. Your supervisor should mail the form to your faculty sponsor.
9. You will receive a worksite evaluation in the mail to be completed and returned.