

# ADULT EDUCATION CENTER

## NEWSLETTER

### 2009 - 2010

Dr. Cynthia Smith, Principal  
Ms. Elizabeth Fields, Assistant Principal

2161 N. Military Trail—West Palm Beach, FL 33409

(561) 616-7800



#### Mission Statement:

The Adult Education Center's mission is to assure the opportunity for all students to acquire knowledge and develop skills to succeed in life and work.

The Adult Education Center is a public school. Most classes are FREE. Adult Education Programs require no specific test scores for admission. Entrance tests are used strictly for placements and individualized learning plans.

#### Registration:

The Adult Education Center has open registration during the school year and the summer. All new students are required to take a placement test before entering classes. To take the placement test students must have an official picture I.D. and make an appointment in person. Tests are offered during the morning, afternoon and evening.

#### Who to Call:

For more information about GED, ABE or AHS classes, call (561) 616-7815. For ESOL classes, call (561) 616-7800 or come to the Adult Education Center, 2161 N. Military Trail, W.P.B., FL. 33409.

**THE CHOICE IS YOURS** Employability and Workforce Skills / Flexible Scheduling / Career Counseling and Academic Advising / Individualized Prescriptions/ Computer Assisted Learning

## PUBLIC SERVICE HOURS

#### School Hours:

The Center has day and evening classes from August, 2009 to July, 2010.

MONDAY – THURSDAY, 8:00 A.M. – 9:00 P.M. and  
FRIDAYS, 8:00 A.M. – 3:30 P.M.

#### Media Center

The Media Center provides materials that support school curriculum. Books are available for information or pleasure reading. Low level-high interest books for beginning readers as well as books with tapes are available for checkout to students. Reference work can be done on the computer, the internet, or with reference materials from the shelves.

8:00 – 1:30 / 5:30 - 9:00 Monday & Thursday

8:00 – 1:30 / 3:00 - 9:00 Tuesday & Wednesday

#### Guidance Office

Counselors provide academic, career and personal counseling to students helping them establish education and career goals. They refer students to appropriate post-secondary education programs, and they provide general college and financial aid information.

8:00 A.M. - 9:00 P.M. Monday – Thursday

8:00 A.M. – 3:30 P.M. Friday

#### Career Center

The Career resource teacher provides career services and resources, including identifying interests, skills and values; exploring occupational and educational options; application and interviewing skills; motivating students to be the best they can be; and facilitate job interviews through on campus job fairs.

8:00 A.M. – 3:00 P.M. Monday - Friday

[www.TheAdultEducationCenter.com](http://www.TheAdultEducationCenter.com)

## GENERAL EDUCATION\*

### Adult Basic Education (ABE)

ABE classes provide instruction in basic literacy and life skills for adults who are performing at or below the 8<sup>th</sup> grade level and prepare them for GED preparation classes.

DAYS	TIME
Monday—Friday	8:00 a.m.—10:30 a.m.
Monday—Friday	11:00 a.m.—1:30 p.m.
Monday—Thursday	6:00 p.m.—9:00 p.m.

### General Education Development (GED)

GED preparation classes provide instruction for adults who are performing at or above the 9<sup>th</sup> grade level. Passing the GED Test gives adults the opportunity to earn a State of Florida High School Diploma. The GED consists of five tests: Mathematics, Writing, Reading, Science and Social Studies.

### Adult High School

Students who are pursuing a standard high school diploma in Palm Beach County need 24 credits, 2.0 grade point average, and a passing score on the Florida Comprehensive Assessment Test (FCAT). Students who have withdrawn from their home high school, need no more than two credits, and/or need intensive FCAT preparation classes, may enroll in the Adult High School.

DAYS	TIME
Monday—Friday	11:00 a.m.—1:30 p.m.

## OPEN ENROLLMENT

*Selected classes are available online via the Internet. Ask your counselor for more information.*

### CITIZENSHIP

Instruction is provided for adults who are preparing to take the USCIS Naturalization (Citizenship) Test and who have completed 2 days of orientation.

DAYS	TIME
Monday—Friday	11:30 a.m.—1:30 p.m.
Monday—Thursday	3:30 p.m.—5:30 p.m.

### BY APPOINTMENT

### ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL)

ESOL classes provide instruction for adults who are learning English as a second/additional language. There are beginning through advanced levels of instruction.

DAYS	TIME
Monday—Friday	8:00 a.m.—11:00 a.m.
Monday—Friday	11:30 a.m.—1:30 p.m.
Monday—Thursday	6:00 p.m.—9:00 p.m.

### OPEN ENROLLMENT

## SCHOOL CALENDAR

### *Programs Starting August 18, 2009 to June 3, 2010*

DATE	HOLIDAY	DATE	HOLIDAY
July 2 & 3, 2009	Independence Day	January 1, 2010	Winter Holidays
September 7, 2009	Labor Day	January 18, 2010	M. L. King's Birthday
September 28, 2009	Fall Holiday	February 15, 2010	President's Day
November 25 – 27, 2009	Thanksgiving Holiday	March 29 – April 2, 2010	Spring Break
December 21 – 31, 2009	Winter Holidays	May 31, 2010	Memorial Day

### *Summer School June 7, 2010 to July 9 2010\*\**

If you would like the opportunities available at the Adult Education Center, please call:

GED Prep / Adult Basic Education / Adult High School.....(561) 616-7815  
 English for Speakers of Other Languages (ESOL) ..... (561) 616-7800

\* \*\*Dates subject to change

