

ADULT EDUCATION CENTER

NEWSLETTER

2007 - 2008

Dr. Cynthia Smith, Principal
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2161 N. Military Trail—West Palm Beach, FL 33409

(561) 640-5074



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) 682-0626. For ESOL classes, call (561) 640-5074, or come to the Adult Education Center, 2161 N. Military Trail, West Palm Beach, FL. 33409.

THE CHOICE IS YOURS Employability Skills / Flexible Scheduling / Career Counseling and Academic Advising / Individualized Prescriptions/ Computer Assisted Learning/ ESOL Listening Labs.

PUBLIC SERVICE HOURS

School Hours:

The Center has day and evening classes from August 22, 2007 to July 22**, 2008.

MONDAY – THURSDAY, 8:00 A.M. – 9:00 P.M. /

FRIDAY, 8:00 A.M. – 3:30 P.M.

See the school calendar on the back of this newsletter.

Media Center

The Media Specialist provides materials that support the 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. Class orientations are conducted regularly by the Media Specialist.

8:00 A.M. – 1:30 P.M. Monday, Thursday & Friday

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

WORKFORCE DEVELOPMENT PROGRAMS

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 8th 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 9th 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.

DAYS	TIME
Monday—Friday	11:00 a.m.—1:00 p.m.
Monday—Thursday	5:00 p.m.—6:30 p.m.

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.

BY APPOINTMENT

OPEN ENROLLMENT

SCHOOL CALENDAR

PROGRAMS STARTING AUGUST 22, 2007 TO JUNE 6, 2008

DATE	HOLIDAY	DATE	HOLIDAY
July 4, 2007	Independence Day	January 1—4, 2008	Winter Holidays
September 3, 2007	Labor Day	January 21, 2008	M. L. King's Birthday
September 13, 2007	Fall Holiday	February 18, 2008	President's Day
September 28, 2007	Fall Holiday	March 21, 2008	Spring Holiday
November 21—23, 2007	Thanksgiving Holiday	April 7—11, 2008	Spring Break
December 24—31, 2007	Winter Holidays	May 26, 2008	Memorial Day

SUMMER SCHOOL JUNE 16, 2008 TO JULY 22, 2008**

If you would like more information about the opportunities available at the Adult Education Center, please call: GED Prep / Adult Basic Education / Adult High School.....(561) 682-0626
 English for Speakers of Other Languages (ESOL)(561) 640-5074