ADULT EDUCATION (AE)
The Adult Education Program offers tuition-free courses in Adult Basic Education/General Educational Development (ABE/GED) in both English and Spanish, English as a Second Language (ESL), Citizenship Preparation, and workforce bridge courses, including employment readiness, sector specific bridge classes, career assessment and exploration. To enroll in adult education classes, students must be at least 18 years of age. Students who are 16 or 17 years of age may enroll if they are no longer enrolled in other secondary educational programs and have been officially released from their high school. Classes are offered in a variety of schedules and credit hour formats at each college. Classes are also available at several off-campus locations in each college’s service area. Before enrolling in classes, all students must complete a placement and/or progress examination to determine student placement. For more information about classes and schedules please call the colleges listed below or visit the Adult Education website at: http://www.ccc.edu/student/AdultEducationPrograms.asp.

Northside
Truman College
1145 W. Wilson Avenue
Chicago, Illinois 60640
(773) 907-4350

Northwest
Wright College
4300 N. Narragansett
Chicago, Illinois 60634
(773) 481-8821

Central
Malcolm X College
1900 W. Van Buren Street
Chicago, Illinois 60612
(312) 850-7300

Southside
Kennedy-King College
6301 S. Halsted Street
Chicago, Illinois 60621
(773) 602-5340

Southeast
Olive-Harvey College
10001 S. Woodlawn Avenue
Chicago, Illinois 60628
(773) 291-6690

Southwest
Daley College
7500 S. Pulaski Road
Chicago, IL 60652
(773) 838-7803

The Adult Education Program offers the following classes:

ADULT BASIC EDUCATION (ABE)
For students who have tested at the 1st through 8th grade levels, the Adult Basic Education (ABE) courses are a great way to improve basic skills.

BEGINNING LEVEL COURSES

Reading, Literacy, and Communication Skills:
Beginning ABE Literacy – The Beginning ABE Literacy reading course is the first course in the reading comprehension series for students who have little or no basic decoding or sight word skills. The student learns and reviews concepts and the skills to develop the ability to hear separate sounds in the spoken language (i.e., phonemic awareness). The student recognizes, reads, and writes letters and numbers. At the upper level of this course, the student is introduced to the connections between writing and reading. The student is also introduced to book aids (e.g., dictionary, thesaurus, encyclopedia, Atlas, internet, etc.). Pre-requisites: None.

Beginning Basic Education ABE – The Beginning Basic Education reading course reinforces basic vocabulary development for school, work, and life situations. The student predicts outcomes, draws conclusions, and understands main ideas. The student develops the ability to figure out new words, recognize high frequency and irregular words on sight. At the upper level of the course, the student applies decoding and cognitive skills, recognizes how text is organized to increase comprehension, and develops awareness of connections between writing and reading. Pre-requisites: Successful completion of the Beginning ABE Literacy reading course or Reading TABE Score of 2.0 – 3.9.

Writing:
Beginning ABE Literacy – The Beginning ABE Literacy writing course is the first course in the beginning stage of the writing process for students. The student’s focus is on writing simple sentences with appropriate word choices to form phrases and clauses. At the upper level of the course, the student constructs simple paragraphs, recognizes sentence fragments and correctly uses capitalization and ending punctuations. Finally, the student is introduced to the skills necessary to use book aids (e.g. dictionary, thesaurus, encyclopedia, Atlas, internet, etc.). Pre-requisites: None.
Beginning Basic Education ABE – The Beginning Basic Education writing course enhances the writing process. The student constructs complete sentences, composes coherent paragraphs, recognizes sentence fragments, and uses correct capitalization and ending punctuations to produce basic writing samples. At the upper level of the course, the student begins to use correct tense endings, develops basic summarization, correctly uses plural forms of regular nouns and common irregular nouns, and begins to use appropriate language in formal and informal writing. The student continues to develop book aid skills. Pre-requisites: Successful completion of the Beginning ABE Literacy writing course or Language TABE Score of 2.0 – 3.9.

Mathematics:
Beginning ABE Literacy – The Beginning ABE Literacy mathematics course introduces the student to basic concepts, terms and symbols in mathematics. The student develops skills using basic computations in addition, subtraction, multiplication and division. The student also develops concepts to solve one-step word problems. At the upper level of the course, the student learns the difference between whole numbers, fractions, and decimals. Mathematical lessons reflect real-life situations. Pre-requisites: None.

Beginning Basic Education ABE – The Beginning Basic Education mathematics course reinforces the four math operations, introduce simple decimals, fractions and the ability to identify two and three-dimensional shapes. At the upper level of the course, the student uses number sense, placement value, and whole number computations to perform single-step word problems. The student also learns to apply vocabulary, mental math, basic calculator skills, and mathematical concepts in weights and measurements to solve real-life math problems. Pre-requisites: Successful completion of the Beginning ABE Literacy math course or Math TABE scores of 2.0 – 3.9.

General Studies:
Beginning ABE Literacy – The Beginning ABE Literacy general studies course provides foundation in reading, writing, communication, and computation skills. At the upper level of the course, the student is able to read simple and compound sentences in a single paragraph, write simple notes, begin to correctly use basic grammar and demonstrate consistent use of basic punctuation. The student is also able to add and subtract three digit numbers, write multiplication tables through 12, identify simple fractions and perform simple arithmetic operations. By the end of the course, the student is able to perform basic workplace competencies such as read simple directions, signs, maps, fill out simple forms requiring basic personal information, and complete simple job applications. Pre-requisites: None.

Beginning Basic Education ABE – The Beginning Basic Education general studies course strengthens fundamental reading, writing, and mathematical skills. The student is able to use grammar and demonstrate consistent use of punctuation, compose basic paragraphs, interpret short stories, identify and use basic mathematical symbols. At the upper level of the course, the student is able to read and comprehend text on familiar subjects, write simple paragraphs with main and supporting details on familiar topics, perform all four basic math operations using whole numbers up to three digits and identify and use basic mathematical symbols. By the end of the course, the student is able to demonstrate workplace competencies such as complete forms and applications, read simple graphs, charts, payroll stubs, take routine measurements, and write short reports to fellow workers. Pre-requisites: Successful completion of the Beginning ABE Literacy general studies course or TABE Reading, Math, and Language scores of 2.0 – 3.9.

Computer Literacy:
Beginning Computer Literacy – The Beginning Computer Literacy course introduces the use of technology to develop literacy skills.

INTERMEDIATE LEVEL COURSES

Reading, Literacy, and Communication Skills:
Low Intermediate Basic Education ABE – The Low Intermediate reading course reinforces reading skills. The student begins to identify and use vocabulary in the content areas (i.e. Language Arts, Science, Math, Social Studies, U.S. Civics, etc.) The student effectively applies strategies to construct meaning from a variety of topics while using various materials in new situations. At the upper level of the course, the student reviews the skills necessary for independent reading and effectively uses book aids. Pre-requisites: Successful completion of the Beginning Basic Education ABE reading course or Reading TABE Score of 4.0 – 5.9.

High Intermediate Basic Education ABE – The High Intermediate reading course prepares the student to transition smoothly into the Low Adult Secondary reading course. The student interprets meaning from context clues, makes inferences, interprets figurative language and correctly applies comparing and contrasting strategies. The student also develops an understanding of plot, character, and motivation in stories and dramas while recognizing the author’s viewpoint. At the upper level of the course, the student increases reading speed with fluency to become a more strategic test-taker. Pre-requisites: Successful completion of the Low Intermediate reading course or Reading TABE Score of 6.0 – 8.9.
Writing:

**Low Intermediate Basic Education ABE** – The Low Intermediate writing course teaches the student to recognize and apply spelling patterns, possessives, parts of speech, grammar and punctuation rules. The student develops composition skills to transition between paragraphs and topic sentences, gathers ideas, forms opinions, and responds in writing to stimuli (e.g., literature, music, art, images.) At the upper level of the course, the student correctly applies skills needed to recognize and use common spelling rules, suffixes and prefixes. Before exiting the course, the student is able to demonstrate basic summarization skills. Pre-requisites: Successful completion of the Beginning Basic Education ABE writing course or Language TABE Score of 4.0 – 5.9

**High Intermediate Basic Education ABE** – The High Intermediate writing course prepares the student to smoothly transition into the Low Adult Secondary writing course. The student correctly applies the stages of the writing process to compose longer and more difficult academic writings. The student develops research techniques to collect information and opinions through interviews and observations to construct research and other professional academic reports. At the upper level of the course, the student is introduced to the correct use of quotes and indirect quotes in paraphrasing. Pre-requisites: Successful completion of the Low Intermediate writing course or Language TABE Score of 6.0 – 8.9.

Mathematics:

**Low Intermediate Basic Education ABE** – The Low Intermediate mathematics course assists the student in applying mathematical knowledge, critical thinking skills and vocabulary strategies to solve multi-step word problems dealing with symbols, dimensional shapes, pre-algebra, pre-geometry, whole numbers, decimals and fractions. At the upper level of the course, the student develops the skills to interpret tables, charts, and graphs and applies knowledge of number skills, multiple-digit computation skills, mental math skills, and basic calculator skills in a variety of lessons that reflect real-life situations. Pre-requisites: Successful completion of the Beginning Basic Education ABE math course or Math TABE scores of 4.0 – 5.9

**High Intermediate Basic Education ABE** – The High Intermediate mathematics course prepares the student to transition smoothly into the Low Adult Secondary math course. The student develops test-taking skills, study skills, and job readiness skills. At the upper level of the course, the student applies vocabulary; mathematical concepts, and sound critical thinking skills to complete lessons that reflect real-life situations. The student also learns to use the four math operations to solve multi-step word problems, using ratios, probability, proportions, and estimations with and without the aid of the calculator. Pre-requisites: Successful completion of the Low Intermediate math course or Math TABE scores of 6.0 – 8.9

**General Studies:**

**Low Intermediate Basic Education ABE** – The Low Intermediate general studies course strengthens the student’s reading, writing, and mathematical skills. This course also introduces the student to literature, critical thinking, and beginning essay writing. At the upper level of the course, the student is able to read and write short essays on familiar topics, make minimal inferences, compare and contrast information, and demonstrate consistent use of basic punctuation. The student is also able to perform the four math operations with whole numbers and fractions, determine correct math operation for solving one and two-step word problems, and convert decimals and fractions. By the end of the course, the student is able to demonstrate workplace competencies such as follow multi-step diagrams, read simple procedural texts and employee handbooks, reconcile a bank statement, and follow written instructions and diagrams. Pre-requisites: Successful completion of the Beginning Basic Education ABE general studies course or TABE Reading, Math, and Language scores of 4.0 – 5.9.

**High Intermediate Basic Education ABE** – The High Intermediate general studies course prepares the student to smoothly transition into the Adult Secondary Education general studies course by reinforcing the student’s skills in reading comprehension, composition writing, and mathematics. Vocabulary, comprehension, and problem-solving are emphasized. At the upper level of the course, the student is able to identify spelling, punctuation, and grammatical errors, comprehend a variety of complex materials on common topics, listen to oral instructions and write an accurate description of them, write using a complex sentence structure, perform the four math functions with decimals, interpret and solve simple algebraic equations, use math in business transactions, and interpret and create tables and graphs. By the end of the course, the student is able to demonstrate workplace competencies such as read legal forms and manuals, follow multi-step directions, integrate information from texts, charts, and graphs, and perform jobs that require interpreting information from various sources. Pre-requisites: Successful completion of the Low Intermediate general studies course or TABE Reading, Math, and Language scores of 6.0 – 8.9.

**ABE Constitution** – The Intermediate Constitution course is a competency-based course in American Government. The course maximizes preparation for the Public Law Exam 195 (U.S. Constitution). Instruction covers modern political and economic systems of government, the origins of the United States, and the federal system of government. Topics also include the Declaration of Independence, the American Flag, amendments to the constitution, political parties, the electoral process, and the role that public opinion and pressure groups play in American politics. The course concludes with an in-depth study of the three branches of the federal government, the U.S. and Illinois State Constitutions (TABE Reading 4.0-8.9).

**Computer Literacy:**

**Intermediate Computer Literacy** – This course enhances student’s literacy skills through the use of computer technology.
SPANISH ADULT BASIC EDUCATION (ABE)
For students who have tested at the 1st through 8th grade levels, the Adult Basic Education (ABE) courses are a great way to improve basic skills.

Important Note: The TABE Pre and Post-tests must be given to all students enrolled in the Spanish ABE Program.

BEGINNING LEVEL COURSES

Reading, Literacy, and Communication Skills:

**Beginning ABE Literacy** – The Spanish Beginning ABE Literacy reading course is the first course in the reading comprehension series for students who have little or no basic decoding or sight word skills. The student learns and reviews concepts and the skills to develop the ability to hear separate sounds in the spoken language (i.e., phonemic awareness). The student recognizes, reads, and writes letters and numbers. At the upper level of this course, the student is introduced to the connections between writing and reading. The student is also introduced to book aids (e.g., dictionary, thesaurus, encyclopedia, atlas, and the internet).

Pre-requisites: None.

**Beginning Basic Education ABE** – The Spanish Beginning Basic Education writing course reinforces basic vocabulary development for school, work, and life situations. The student predicts outcomes, draws conclusions, and understands main ideas. The student develops the ability to figure out new words, recognize high frequency and irregular words on sight. At the upper level of the course, the student applies decoding and cognitive skills, recognizes how text is organized to increase comprehension and develops awareness of connections between writing and reading. Pre-requisites: Successful completion of the Spanish Beginning ABE Literacy reading course or Reading TABE Score of 2.0 – 3.9.

**Spanish ABE Writing:**

**Beginning ABE Literacy** – The Spanish Beginning ABE Literacy writing course is the first course in the beginning stage of the writing process for students. The student’s focus is on writing simple sentences with appropriate word choices to form phrases and clauses. At the upper level of the course, the student constructs simple paragraphs, recognizes sentence fragments and correctly uses capitalization and ending punctuations. Finally, the student is introduced to the skills necessary to use book aids (e.g., dictionary, thesaurus, encyclopedia, Atlas, and the internet).

**Beginning Basic Education ABE** – The Spanish Beginning Basic Education writing course is designed to enhance the writing process. The student constructs complete sentences, composes coherent paragraphs, recognizes sentence fragments, and uses correct capitalization and ending punctuations to produce basic writing samples. At the upper level of the course, the student begins to use correct tense endings, develops basic summarization, correctly uses plural forms of regular nouns and common irregular nouns, and begins to use appropriate language in formal and informal writing. The student continues to develop book aid skills. Pre-requisites: Successful completion of the Spanish Beginning Basic Education ABE Literacy writing course or Language TABE Score of 2.0 – 3.9.

**Spanish ABE Mathematics:**

**Beginning ABE Mathematics** – The Spanish Beginning ABE Mathematics course introduces basic concepts, terms and symbols in mathematics. The student develops skills using basic computations in addition, subtraction, multiplication and division. The student also develops concepts to solve one-step word problems. At the upper level of this course, the student learns the difference between whole numbers, fractions, and decimals. Mathematical lessons reflect real-life situations. Pre-requisites: None.

**Beginning Basic Education ABE** – The Spanish Beginning Basic Education mathematics course is designed to reinforce the four math operations, introduce simple decimals, fractions and the ability to identify two and three-dimensional shapes. At the upper level of the course, the student uses number sense, placement value, and whole number computations to perform single-step word problems. The student also learns to apply vocabulary, mental math, basic calculator skills, and mathematical concepts in weights and measurements to solve real-life math problems. Pre-requisites: Successful completion of the Spanish Beginning ABE Literacy math course or Math TABE scores of 2.0 – 3.9.

**Spanish ABE General Studies:**

**Beginning ABE Literacy** – The Spanish Beginning ABE General Studies course provides a foundation in reading, writing, communication, and computational skills. At the upper level of the course, the student is able to read simple and compound sentences in a single paragraph, write simple notes, begin to correctly use basic grammar and demonstrate consistent use of basic punctuation. The student is also able to add and subtract three digit numbers, write multiplication tables through 12, identify simple fractions and perform simple arithmetic operations. By the end of the course, the student is able to perform basic workplace competencies such as read simple directions, signs, maps, fill out simple forms requiring basic personal information, and complete simple job applications. Pre-requisites: None.
Other Programs of Study

Adult Education

Beginning Basic Education ABE – The Spanish Beginning Basic Education general studies course strengthens fundamental reading, writing, and mathematical skills. The student is able to use grammar and demonstrate consistent use of punctuation, compose basic paragraphs, interpret short stories, identify and use basic mathematical symbols. At the upper level of the course, the student is able to read and comprehend text on familiar subjects, write simple paragraphs with main and supporting details on familiar topics, perform all four basic math operations using whole numbers up to three digits and identify and use basic mathematical symbols. By the end of the course, the student is able to demonstrate workplace competencies such as complete medical forms, order forms, and job applications, read simple graphs, labels, charts, payroll stubs, take routine measurements, and write short reports and messages to fellow workers. Pre-requisites: Successful completion of the Beginning ABE Literacy general studies course or TABE Reading, Math, and Language scores of 2.0 – 3.9.

Intermediate Level Courses

Reading, Literacy, and Communication Skills:

Low Intermediate Basic Education ABE – The Spanish Low Intermediate Basic Education reading course reinforces reading skills. The student begins to identify and use vocabulary in the content areas (i.e. Language Arts, Science, Math, Social Studies, U.S. Civics, etc.) The student effectively applies strategies to construct meaning from a variety of topics while using various materials in new situations. At the upper level of the course, the student reviews the skills necessary for independent reading and effectively uses book aids. Pre-requisites: Successful completion of the Spanish Beginning Basic Education ABE reading course or Reading TABE Score of 4.0 – 5.9.

High Intermediate Basic Education ABE – The Spanish High Intermediate Basic Education reading course prepares the student to transition smoothly into the Spanish Low Adult Secondary reading course. The student correctly applies the stages of the writing process to compose longer and more difficult academic writings. The student develops research techniques to collect information and opinions through interviews and observations to construct research and other professional academic reports. At the upper level of the course, the student is introduced to the correct use of quotes and indirect quotes in paraphrasing. Pre-requisites: Successful completion of the Spanish Low Intermediate writing course or Language TABE Score of 6.0 – 8.9.

Spanish ABE Writing:

Low Intermediate Basic Education ABE – The Spanish Low Intermediate Basic Education writing course is designed to teach the student to recognize and apply spelling patterns, possessives, parts of speech, grammar, and punctuation rules. The student develops composition skills to transition between paragraphs and topic sentences, gathers ideas, forms opinions, and responds in writing to stimuli (e.g., literature, music, art, and images). At the upper level of the course, the student correctly applies skills needed to recognize and use common spelling rules, suffixes and prefixes. Before exiting the course, the student is able to demonstrate basic summarization skills. Pre-requisites: Successful completion of the Spanish Beginning Basic Education ABE writing course or Language TABE Score of 4.0 – 5.9.

High Intermediate Basic Education ABE – The Spanish High Intermediate Basic Education writing course prepares the student to smoothly transition into the Spanish Low Adult Secondary writing course. The student correctly applies the stages of the writing process to compose longer and more difficult academic writings. The student develops research techniques to collect information and opinions through interviews and observations to construct research and other professional academic reports. At the upper level of the course, the student is introduced to the correct use of quotes and indirect quotes in paraphrasing. Pre-requisites: Successful completion of the Spanish Low Intermediate writing course or Language TABE Score of 6.0 – 8.9.

Spanish ABE Mathematics:

Low Intermediate Basic Education ABE – The Spanish Low Intermediate Basic Education mathematics course assists the student in applying mathematical knowledge, critical thinking skills and vocabulary strategies to solve multi-step word problems dealing with symbols, dimensional shapes, pre-algebra, pre-geometry, whole numbers, decimals and fractions. At the upper level of the course, the student develops the skills to interpret tables, charts, and graphs, and applies knowledge of number skills, multiple-digit computation skills, mental math skills, and basic calculator skills in a variety of lessons that reflect real-life situations. Pre-requisites: Successful completion of the Spanish Beginning Basic Education ABE math course or Math TABE scores of 4.0 – 5.9.
**Other Programs of Study**

**Adult Education**

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**High Intermediate Basic Education ABE** – The Spanish High Intermediate Basic Education mathematics course prepares the student to transition smoothly into the Spanish Low Adult Secondary math course. The student develops test-taking skills, study skills, and job readiness skills. At the upper level of the course, the student applies vocabulary, mathematical concepts, and sound critical thinking skills to complete lessons that reflect real-life situations. The student also learns to use the four math operations to solve multi-step word problems using ratios, probability, proportions, and estimations with and without the aid of the calculator. Pre-requisites: Successful completion of the Spanish Low Intermediate math course or Math TABE scores of 6.0 – 8.9.

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**Spanish ABE General Studies:**

**Low Intermediate Basic Education ABE** – The Spanish Low Intermediate Basic Education general studies course continues to strengthen reading, writing, and mathematical skills. This course also introduces the student to literature, critical thinking, and beginning essay writing. At the upper level of the course, the student is able to read and write short essays on familiar topics, make minimal inferences, compare and contrast information, and demonstrate consistent use of basic punctuation. The student is also able to perform the four math operations with whole numbers and fractions, determine correct math operation for solving one and two-step word problems, and convert decimals and fractions. By the end of the course, the student is able to demonstrate workplace competencies such as read legal forms and manuals, follow multi-step directions, integrate information from texts, charts, and graphs, and perform jobs that require interpreting information from various sources. Pre-requisites: Successful completion of the Spanish Low Intermediate general studies course or TABE Reading, Math, and Language scores of 4.0 – 5.9.

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**Spanish ABE Constitution** – The ABE Spanish Constitution course is a competency-based course in American Government. The course maximizes preparation for the Public Law Exam 195 (U.S. Constitution). Instruction covers modern political and economic systems of government, the origins of the United States, and the federal system of government. Topics also include the Declaration of Independence, the American Flag, amendments to the constitution, political parties, the electoral process, and the role that public opinion and pressure groups play in American politics. The course concludes with an in-depth study of the three branches of the federal government, the U.S. and Illinois State Constitutions (TABE Reading 4.0 - 8.9).
ADULT SECONDARY EDUCATION/GENERAL EDUCATIONAL DEVELOPMENT (ASE/GED)
The General Educational Development (ASE/GED) courses prepare students to pass the GED Exam. Courses cover reading, writing, math, social studies, science and the Constitution. Students also learn test taking and study skills. Classes are offered in English and Spanish. The GED exam is administered through the Cook County GED Testing Program. Students interested in applying for a GED test date or for additional information on the GED test, should contact the Cook County GED Testing Center directly by calling 1-847-328-9795 or visiting their website at www.cookcountyged.org. The fee for the GED test is $50.00; the GED test is approximately eight hours in length and may be taken over a two-day period.

ASE/GED LEVEL COURSES

Reading, Literacy, and Communication Skills:
Low Adult Secondary Education – The Low ASE reading course develops reading skills with relatively challenging technical and non-technical workplace, employment and academic-related materials. At the upper level of the course, the student applies critical thinking skills to a variety of more difficult documents. In addition, the student who has not previously passed the U.S. Civics test on the high school level will prepare to successfully pass the Civics test on the U.S. and Illinois Constitutions, Declaration of Independence and the U.S. flag before exiting the course. Pre-requisites: Successful completion of the High Intermediate reading course or Reading TABE Score of 9.0 – 10.9.

High Adult Secondary Education – The High ASE reading course, the student reviews, reinforces, and applies vocabulary enrichment, critical thinking skills, and independent reading competencies learned from previous levels. The student studies advanced content area texts, in addition to technical and non-technical workplace, employment and academic-related materials. At the upper level of the course, the student takes practice tests and analyzes the results in preparation to successfully pass the Official GED Language Arts, Reading Test. The coursework also prepares the student to make a seamless transition into career readiness and college-level reading courses. Pre-requisites: Successful completion of the Low ASE reading course or Reading TABE Score of 11.0 – 12.9.

Writing:
Low Adult Secondary Education – The Low ASE writing course develops writing skills. The student composes using a complex sentence structure, writes correspondence that accurately reflects thoughts and composes cohesive and organized essays with few mechanical errors. The student develops proficiency in collecting information from various sources, effectively uses quotes, indirect quoting and paraphrasing. At the upper level of the course, the student applies strategies to analyze, compare, contrast, synthesize and discriminate information from multiple sources using the internet. Pre- requisites: Successful completion of the High Intermediate writing course or Language TABE Score of 9.0 – 10.9.

High Adult Secondary Education – The High ASE writing course enhances academic writing skills. When provided with a prompt, the student will apply the writing process to compose a well-written, five-paragraph essay that demonstrates well-focused main points, clear organization, specific development of ideas, refined sentence structure, use of appropriate word choices, relevant details and grammatical accuracy. Before exiting the course, the student is able to demonstrate skills needed to successfully pass the Official GED Language Arts, Writing Tests and smoothly transition into career readiness and college-level writing courses. Pre-requisites: Successful completion of the Low ASE writing course or Language TABE Score of 11.0 – 12.9.

Mathematics:
Low Adult Secondary Education – The Low ASE mathematics course provides a foundation for college-level studies. The student demonstrates an understanding of mathematical concepts and operations by applying advanced strategies and critical thinking skills to solve multi-step word problems using integers, the number line, powers, square roots, scientific notations, algebraic equations, fractions, decimals, percentages, geometry, statistics, proportions and ratios in mathematical lessons that reflect real-life situations with and without the aid of the calculator. Pre-requisites: Successful completion of the High Intermediate Math course or TABE scores of 9.0 – 10.9.

High Adult Secondary Education – The High ASE mathematics course prepares the student to incorporate test-taking techniques to successfully pass the GED Math Tests and to make a seamless transition into career readiness and college-level math courses. The student reviews and applies advanced strategies to more difficult mathematical problems. As the student progresses through the course, the student applies the Pythagorean Theorem, utilizes formulas to solve multi-step word problems, recognizes number pattern series, calculates measures of central tendency, interprets and performs various math operations using graphs. Math calculations are performed with and without the aid of the calculator. Pre-requisites: Successful completion of the Low ASE Math course or Math TABE scores of 11.0 – 12.9.
Other Programs of Study

Adult Education

General Studies:

**Low Adult Secondary Education** – The Low ASE general studies course enhances academic reading, writing, mathematical, and critical thinking skills. At the upper level of this course, the student writes correspondence that accurately reflects thoughts and composes cohesive and organized essays with few mechanical errors, effectively uses quotes, indirect quoting and paraphrasing, and develops proficiency in collecting, comparing, contrasting, synthesizing, and discriminating information from multiple sources which includes use of the internet. The student also demonstrates an understanding of mathematical concepts and operations by applying advanced strategies, formulas, geometry principles, and critical thinking skills to solve multi-step word problems. By the end of the course, the student is able to demonstrate workplace competencies such as read and comprehend technical information, complex manuals, and some college-level books, function in most job situations involving higher order thinking, operate complex machinery, and work productively. Pre-requisites: Successful completion of the High Intermediate general studies course or TABE Reading, Math, and Language scores of 9.0 – 10.9.

**High Adult Secondary Education** – The High ASE general studies course enhances academic reading, writing, mathematical, and critical thinking skills. When provided with a prompt, the student will apply the writing process to compose a well-written, five-paragraph essay, apply advanced strategies to more difficult mathematical problems, and comprehend advanced content area texts, in addition to technical and non-technical workplace, employment and academic-related materials. Before exiting the course, the student is able to demonstrate skills needed to successfully pass the 5-subject Official GED Test in Language Arts, Reading; Language Arts, Writing; Mathematics; Social Studies; and Science. The student is also able to smoothly transition into career readiness and college-level courses. Pre-requisites: Successful completion of the Low ASE general studies course or TABE Reading, Math and Language scores of 11.0 – 12.9.

**ASE/GED Constitution** – The ASE/GED Constitution course is a secondary education competency-based course in American Government. The course is designed to maximize preparation for the Public Law Exam 195 (U.S. Constitution). Instruction covers modern political and economic systems of government, the origins of the United States, and the federal system of government. Topics also include the Declaration of Independence, the American Flag, amendments to the constitution, political parties, the electoral process, and the role that public opinion and pressure groups play in American politics. The course concludes with an in-depth study of the three branches of the federal government, the U.S. and Illinois State Constitutions (TABE Reading 9.0 - 12.9).

Spanish Adult Secondary Education/General Education Development (ASE/GED)

**SPANISH GED LEVEL COURSES**

**Reading, Literacy, and Communication Skills:**

**GED Reading** – The lower level of the Spanish GED Reading course develops reading skills with relatively challenging technical and non-technical workplace, employment and academic-related materials. At the upper level of the course, the student applies critical thinking skills to a variety of more difficult documents. In addition, the student who has not previously passed the U.S. Civics test on the high school level will prepare to successfully pass the Civics test on the U.S. and Illinois Constitutions, Declaration of Independence and the U.S. flag before exiting the course. Pre-requisites: Successful completion of the High Intermediate Reading course or Reading TABE Score of 9.0 – 10.9.

**GED Advanced Reading** – The Spanish GED Advanced Reading course reviews, reinforces, and applies vocabulary enrichment, critical thinking skills, and independent reading competencies learned from previous levels. The student studies advanced content area texts, in addition to technical and non-technical workplace, employment and academic-related materials. At the upper level of the course, the student takes practice tests and analyzes the results in preparation to successfully pass the Official GED Language Arts, Reading Test. The coursework also prepares the student to make a seamless transition into career readiness and college-level reading courses. Pre-requisites: Successful completion of the lower level of the Spanish GED Reading course or Reading TABE Score of 11.0 – 12.9.

**Spanish GED Writing:**

**GED Writing** – The lower level of the Spanish GED Writing course develops academic writing skills. The student composes, using a complex sentence structure, writes correspondence that accurately reflects thoughts, and composes cohesive and organized essays with few mechanical errors. The student develops proficiency in collecting information from various sources, effectively uses quotes, indirect quoting and paraphrasing. At the upper level of the course, the student applies strategies to analyze, compare, contrast, synthesize and discriminate information from multiple sources using the internet. Pre-requisites: Successful completion of the High Intermediate Writing course or Language TABE Score of 9.0 – 10.9.
**Other Programs of Study**

**Adult Education**

**GED Advanced Writing** – The Spanish GED Advanced Writing course enhances academic writing skills. When provided with a prompt, the student will apply the writing process to compose a well-written, five-paragraph essay that demonstrates well-focused main points, clear organization, specific development of ideas, refined sentence structure, use of appropriate word choices, relevant details and grammatical accuracy. Before exiting the course, the student is able to demonstrate skills needed to successfully pass the Official GED Language Arts, Writing Tests, and smoothly transition into career readiness and college-level writing courses. Pre-requisites: Successful completion of the lower level Spanish GED Writing course or Language TABE Score of 11.0 – 12.9.

**Spanish GED Mathematics:**

**GED Mathematics** – The lower level of the Spanish GED Mathematics course provides a foundation for college-level studies. The student demonstrates an understanding of mathematical concepts and operations by applying advanced strategies and critical thinking skills to solve multi-step word problems using integers, the number line, powers, square roots, scientific notations, algebraic equations, fractions, decimals, percentages, geometry, statistics, proportions and ratios in mathematical lessons that reflect real-life situations with and without the aid of the calculator. Pre-requisites: Successful completion of the High Intermediate Math course or TABE scores of 9.0 – 10.9.

**GED Advanced Mathematics** – The Spanish GED Advanced Mathematics course prepares the student to incorporate test-taking techniques to successfully pass the GED Math Tests and to make a seamless transition into career readiness and college-level math courses. The student reviews and applies advanced strategies to more difficult mathematical problems. As the student progresses through the course, the student applies the Pythagorean Theorem, utilizes formulas to solve multi-step word problems, recognizes number pattern series, calculates measures of central tendency, interprets and performs various math operations using graphs. Math calculations are performed with and without the aid of the calculator. Pre-requisites: Successful completion of the lower level Spanish GED Math course or Math TABE scores of 11.0 – 12.9.

**Spanish GED General Studies: GED General Studies** – The lower level Spanish General Studies course enhances academic reading, writing, mathematical, and critical thinking skills. At the upper level of this course, the student writes correspondence that accurately reflects thoughts and compositions cohesive and organized essays with few mechanical errors, effectively uses quotes, indirect quoting and paraphrasing, and develops proficiency in collecting, comparing, contrasting, synthesizing, and discriminating information from multiple sources which includes use of the internet. The student also demonstrates an understanding of mathematical concepts and operations by applying advanced strategies, formulas, geometry principles, and critical thinking skills to solve multi-step word problems. By the end of the course, the student is able to demonstrate workplace competencies such as read and comprehend technical information, complex manuals, and some college-level books, function in most job situations involving higher order thinking, operate complex machinery, and work productively. Pre-requisites: Successful completion of the High Intermediate General Studies course or TABE Reading, Math, and Language scores of 9.0 – 10.9.

**GED Advanced General Studies** – The Spanish GED Advanced General Studies course enhances academic reading, writing, mathematical, and critical thinking skills. When provided with a prompt, the student will apply the writing process to compose a well-written, five-paragraph essay, apply advanced strategies to more difficult mathematical problems, and comprehend advanced content area texts, in addition to technical and non-technical workplace, employment and academic-related materials. Before exiting the course, the student is able to demonstrate skills needed to successfully pass the 5-subject Official GED Test in Language Arts, Reading; Language Arts, Writing; Mathematics; Social Studies; and Science. The student is also able to smoothly transition into career readiness and college-level courses. Pre-requisites: Successful completion of the lower level Spanish GED General Studies course or TABE Reading, Math and Language scores of 11.0 – 12.9.

**Spanish GED Constitution** – The Spanish GED Constitution course is a secondary education competency-based course in American Government. The course is designed to maximize preparation for the Public Law Exam 195 (U.S. Constitution). Instruction covers modern political and economic systems of government, the origins of the United States, and the federal system of government. Topics also include the Declaration of Independence, the American Flag, amendments to the constitution, political parties, the electoral process, and the role that public opinion and pressure groups play in American politics. The course concludes with an in-depth study of the three branches of the federal government, the U.S. and Illinois State Constitutions (TABE Reading 9.0 - 12.9).
Other Programs of Study

Adult Education

ASE/GED & Transition Level Courses and/or Programs

GED College Prep – GED College Prep courses are designed to accelerate the progression of those students who are nearly ready to pass the GED and who are clearly motivated to transition beyond Adult Education into a credit, non-credit, or career/technical program at CCC. GED College Prep courses offer individualized GED preparation instruction, transition skill-building curriculum components (to include reading, writing and mathematics), and transition support services. To be eligible for GED College Prep, applicants must register on campus and score 10.5 or above in reading, writing and math on the TABE placement tests.

i -Pathways (formerly known as GED-i) – The i-Pathways Online course integrates a broader variety of curriculum options, a solid study plan and helpful tips that are designed to prepare students for their Official GED credentials, transition into higher education or transition into the workforce. To be eligible for i-Pathways, applicants must register on campus and score 7.0 or above in math on the TABE math placement test and 9.0 or above in reading on the TABE reading placement test.

Gateway Transition Program – The Gateway Program helps advanced ESL and GED students make the transition to college by allowing outstanding students to begin taking some credit courses with financial assistance while dually enrolled in Adult Education. Academic and career planning are hallmarks of this program.

Accelerating Opportunity – The Accelerating Opportunity Program at Richard J. Daley College helps students to earn certificates that are valued by employers. Students improve their basic skills while learning the math, vocabulary, and writing used for healthcare or manufacturing and earn college credit while receiving academic support.

English As A Second Language (ESL)

The English as a Second Language courses teach English language and civics skills to foreign born non-native English speakers. Courses are offered at all skill levels and include speaking, listening, reading, writing, vocabulary development, grammar and civics.

Beginning ESL Level Courses

Beginning ESL literacy – The Beginning Literacy ESL course is designed for beginning students with less than six years of formal education in their native countries, students with little or no English proficiency, and students from countries where the written language does not utilize the Roman alphabet. The student attains sufficient language skills in listening, speaking, reading and writing in order to function in limited real-life situations. Course objectives include mastery of alphabets in lower and upper case letters, mastery of basic sight words, and recognizing numbers one to one hundred. The student also learns to say basic personal information (i.e. name, address, telephone numbers, etc.). As the student progresses in the course, the student builds literacy concepts such as directionality, spacing, and alignment.

Low Beginning ESL – The Low Beginning ESL course is designed for the student with limited knowledge of the English language. The course will emphasize the development of listening, speaking, reading, writing and life-skills, which include employment readiness using the English language. The course also emphasizes an introduction to basic vocabulary, grammar and writing simple sentences. The student also develops the skills to ask and answer simple questions, ask for clarification, state likes and dislikes, and read and comprehend a short passage of simple sentences. The student also attains better comprehension to be capable of understanding most conversations on familiar subject matters. At the upper level of the course, the student begins to read and write English for a variety of personal and work-related purposes.

High Beginning ESL – The High Beginning ESL course is an extension of the skills learned previously in the Low Beginning ESL course. This course focuses on continued vocabulary development, reading, listening comprehension, speaking and pronunciation skills. The student is introduced to the use of a thesis statement and supportive elements. At the High Beginning ESL level, the student continues to write complete sentences and a standard paragraph that demonstrates organization of ideas. At the upper level of this course, the students begin to develop reading strategies, expand oral comprehension, and utilize the conventions of English grammar and punctuation with errors. Life skills, including employment readiness, are also emphasized.

ESL Citizenship/Naturalization:

High Beginning – The Citizenship course is designed to prepare adults for the USA Citizenship and Naturalization examination. The content of the citizenship course includes English language, vocabulary and concepts that are associated with U.S. history, the Constitution, federal, state, and local government, and the naturalization process.

Computer Literacy:

Beginning Computer Literacy – This course introduces the use of technology to develop literacy skills.

Intermediate ESL Level Courses

Low Intermediate ESL – The Low Intermediate ESL course introduces academic language skills, including more emphasis on reading, writing, life-skills, and employment readiness. More complex grammar structures are introduced. As the student progresses through the ESL Low Intermediate course, he or she develops the skills to define vocabulary from context, identify topic sentences, and write narrative
and descriptive paragraphs. At the upper level of the course, the student begins to develop the skills necessary to write clear, well-organized topic sentences, identify main ideas, identify details in short lectures and compose narrative, descriptive, and persuasive two-paragraph compositions.

**High Intermediate ESL** – The High Intermediate ESL course exposes the student to extensive listening, speaking, reading and writing using the English language. The student can accurately produce basic language structures in oral and written forms. In addition, the student is able to participate in simple conversations on unfamiliar topics, can read silently for brief periods of time, and identify the main idea and some supporting details from short reading and listening passages. At the upper level of the course, the student enhances writing skills, including development of paragraphs, incorporating topic sentences and some supporting details with fewer errors. Before exiting the High Intermediate ESL course, the student will be able to produce a three-paragraph composition. Life skills, including employment readiness, are also emphasized.

**ESL Citizenship/Naturalization:**

**Low Intermediate** – The Citizenship course prepares adults for the USA Citizenship and Naturalization examination. The content of the citizenship course includes English language, vocabulary and concepts that are associated with U.S. history, the Constitution, federal, state, and local government, and the naturalization process.

**High Intermediate** – The Citizenship course prepares adults for the USA Citizenship and Naturalization examination. The content of the citizenship course includes English language, vocabulary and concepts that are associated with U.S. history, the Constitution, federal, state, and local government, and the naturalization process.

**Computer Literacy:**

**Intermediate Computer Literacy** – This course enhances student's literacy skills through the use of computer technology.

**ADVANCED ESL LEVELS COURSES**

**Advanced ESL** – The Advanced ESL course's primary objective is language immersion, emphasizing life-skills, including employment readiness and academic skills. At this level, emphasis is placed on the student's developing organization, sentence structure, and writing mechanics. As the student continues to progress, he or she composes one and one-half page narrative, descriptive, and persuasive compositions and compares and contrasts ideas in writing. At the upper level of the course, the student acquires competencies in English to use, interpret, and produce language and paralanguage, enabling him or her to move comfortably and confidently into a non-ESL environment academically, professionally, and socially. The primary emphasis of this Advanced ESL segment is to reinforce previously learned structures and skills and to prepare the student to implement learned skills for an academic career.

**ESL Citizenship/Naturalization:**

**Advanced ESL** – The Citizenship course is designed to prepare adults for the USA Citizenship and Naturalization examination. The content of the citizenship course includes English language, vocabulary, and concepts that are associated with U.S. history, the Constitution, federal, state, and local government, and the naturalization process.

**COLLEGE ESL TRANSITION LEVEL COURSES**

**ESL College Transition** – The ESL College Bridge Transition course prepares the Advanced-level ESL student to pass college-entrance examinations and develop the skills necessary for successful college-ready transition. In addition to enhancing language skills, the student focuses on developing study and test-taking skills. With extensive exposure to classroom instruction in English, the students expand on and reinforce skills acquired in the Advanced ESL course through a practicum. The student's competencies in English will be further expanded through presentations, written assignments, and enhanced study and test-taking skills. Prerequisite: High school or GED diploma.

**WORKFORCE PREPARATION**

**ESL WORKFORCE PREPARATION COURSES**

ESL Workforce Preparation courses familiarize and prepare ESL students for career and credit programs. The courses assist in developing the basic skills necessary to seek gainful employment.

**Employment Readiness** – The Employment Readiness course helps the ESL student develop language and other skills related to job search and self-marketing. The course also includes instruction in assessing the student's own employment skills, filling out job applications, and preparing for job interviews.

**Career Assessment and Exploration** – The Career Assessment and Exploration course engages the ESL student in the process of matching his or her experiences and skills with appropriate employment options and environments. The student will be acquainted with jobs and careers that are currently in demand for skilled workers, along with developing the language and vocabulary skills necessary for these jobs and careers.
Other Programs of Study

Adult Education

**Workforce Preparation** – The Workforce Preparation course provides the student with the language, study, and career management skills necessary for successful completion of the college-level occupational and/or technical courses he or she is concurrently enrolled in, or is about to enroll in.

**ABE/GED Workforce Preparation Courses**

ABE/GED Workforce Preparation courses familiarize and prepare students for career and credit programs. The courses assist in developing the basic skills necessary to seek gainful employment.

**Employment Readiness** – The Employment Readiness course helps the ESL student develop language and other skills related to job search and self-marketing. The course also includes instruction in assessing the student’s own employment skills, filling out job applications, and preparing for job interviews.

**Career Assessment and Exploration** – The Career Assessment and Exploration course engages the ESL student in the process of matching his or her experiences and skills with appropriate employment options and environments. The student will be acquainted with jobs and careers that are currently in demand for skilled workers, along with developing the language and vocabulary skills necessary for these jobs and careers.

**Workforce Preparation** – The Workforce Preparation course provides students with the language, study, and career management skills necessary for successful completion of the college-level occupational and/or technical courses they are concurrently enrolled in, or will register for in the future.

**Career Bridge for Workforce Preparation**

Career Bridge classes prepare students for entry into a specific career sector by teaching the vocabulary and basic concepts necessary for success in that field. These free courses can be taken alone or in combination with other Adult Education classes.

**Contextualized Healthcare Preparation Courses:**

**Language Arts Contextualized for Healthcare Career Exploration**

The course teaches oral and written communication skills in contexts that are relevant to healthcare occupations. It is part of a program of study developed to prepare students to use these skills as tools in study, work, and life; to empower students to attain the education needed for a career in healthcare; and to introduce students to various healthcare career opportunities.

**Contextualized Mathematics for Healthcare**

The course teaches mathematical skills in contexts that are relevant to healthcare occupations. It is part of a program of study developed to prepare students to use these skills as tools in study, work, and life, to empower students to attain the education needed for a career in healthcare, and to introduce students to various healthcare career opportunities.

**Sector Bridge Workforce Courses:**

**Healthcare Bridge High Intermediate Language Arts**

The Healthcare Bridge High Intermediate Language Arts course is designed to further develop basic skills in reading, writing, communication, readiness, and technology through healthcare-focused instruction. It is part of a sequence of courses that transition students from basic skill development into technical training, postsecondary education and finally into meaningful employment.

**Healthcare Bridge High Intermediate Mathematics**

The Healthcare Bridge High Intermediate Mathematics course teaches mathematical skills in contexts that are relevant to healthcare occupations. It is part of a sequence of courses that transition students from basic skill development into technical training, postsecondary education and finally into meaningful employment.

**Healthcare Bridge Low Adult Secondary Education Language Arts**

The Healthcare Bridge Low Adult Secondary Education Language Arts course further develops basic skills in reading, writing, communication, readiness, and technology through healthcare-focused instruction. It is part of a sequence of courses that transition students from basic skill development into technical training, postsecondary education and finally into meaningful employment.

**Healthcare Bridge Low Adult Secondary Education Mathematics**

The Healthcare Bridge Low Adult Secondary Education Mathematics course teaches mathematical skills in contexts that are relevant to healthcare occupations. It is part of a sequence of courses that transition students from basic skill development into technical training, postsecondary education and finally into meaningful employment.

**Healthcare Bridge Transition High ASE Language Arts**

The Healthcare Bridge Transition High ASE Language Arts course further develops skills in reading, writing, communication, readiness, and technology through healthcare-focused instruction. It is part of a sequence of courses that transition students from basic skill development into technical training, postsecondary education and finally into meaningful employment.
Other Programs of Study
Adult Education

Healthcare Bridge Transition High ASE Mathematics
The Healthcare Bridge Transition High ASE Mathematics course teaches mathematical skills in contexts that are relevant to healthcare occupations. It is part of a sequence of courses that transition students from basic skill development into technical training, postsecondary education, and finally into meaningful employment.

Health Related Skills and Knowledge
The Health Related Skills and Knowledge course is designed to develop knowledge of the human body and practical healthcare skills. It is part of a sequence of courses that transition students from basic skill development, in a healthcare context, into technical training, postsecondary education and finally into meaningful employment.

Contextualized Manufacturing Preparation Courses:
Currently offered at Daley College as a part of Accelerating Opportunity, the Adult Education Workforce Bridge to Careers in Manufacturing is designed to develop reading, written and oral communication, mathematics, technology and workforce readiness skills of students who have achieved a high intermediate level of proficiency on the Test of Adult Basic Education (TABE). This series of courses provides a pathway to postsecondary education and finally, to meaningful employment through contextualized workforce-focused instruction. Students will earn certificates of economic value including the CNC Certificate courses in the Continuing Education division, and will be prepared to enter credit programs leading to an A.A.S. Degree in Manufacturing.

Career Assessment and Exploration

High Intermediate Language Arts for Manufacturing

High Intermediate Mathematics for Manufacturing

Manufacturing Work Readiness Skills

Manufacturing Computer Skills

Career Development and College Success

Career Assessment and Exploration prepares students to assess their skills in order to identify career options and provides college success skills. The course includes applying foundational skills for critical thinking, problem solving, and decision-making.

Transition Language Arts for Manufacturing
Transition Language Arts for manufacturing teaches reading, writing, and communication skills in contexts that are relevant to the manufacturing sector. It prepares students to use oral and written communication skills as tools in study, work, and life; empowers students to attain the education needed for a career in manufacturing; prepares students to use critical thinking skills; introduces students to the vocabulary used in various manufacturing career opportunities; and helps adult learners successfully transition from ABE/GED courses into postsecondary courses in the manufacturing industry; and helps students earn one or more industry credentials.

Transition Mathematics for Manufacturing
The Transition Mathematics for Manufacturing course teaches mathematical skills in contexts that are relevant to the manufacturing sector. It may be partially co-taught by an adult education and a credit instruction as an I-CAPS course. It prepares students to use mathematical skills as tools in study, work, and life; prepare students to use critical thinking skills; introduces students to the math used in various manufacturing career opportunities; helps adult learners successfully pass the GED math test and transition from ABE/GED courses into postsecondary courses in the manufacturing industry; and helps students earn one or more industry credentials.

Manufacturing Technology Skills
Helps adult learners successfully transition from ABE/GED courses into postsecondary courses in the manufacturing industry; and helps students earn one or more industry credentials.

Vocational Adult Education Courses:

Introduction to Computers
The Introduction to Computers course covers computer basic architecture, principles of networking, fundamentals of operating systems, and internet concepts. It also provides an introduction to office productivity applications, such as word processing, spreadsheets, and presentation software. This course covers the skills outlined in all three sections of the IC3 Certification Exam.

Introduction to File Management and Office Productivity Software
The Introduction to File Management and Office Productivity Software course is taught as a continuation of the course “Introduction to Computers.” This course covers intermediate topics in Operating Systems and office productivity applications, such as word processing, spreadsheets, and presentation software. This course covers the skills outlined in two sections of the IC3 Certification Exam.

Introduction to A+ Certification
The Introduction to A+ Certification course is a preparation for the A+ certification course. It covers intermediate concepts in operating systems, computer configuration (software/hardware), troubleshooting (software/hardware), studying techniques, and test-taking skills.

Introduction to Flooring/Floor Covering
The Introduction to Flooring and Floor Covering course covers the basic skills used to install finish flooring. Course content includes: strip flooring, plank flooring, block flooring, resilient flooring tile, self-adhesive tiles, and ceramic floor tile.
The following Vocational Courses are offered at Kennedy-King’s Dawson Technical Institute:

**Introduction to Carpentry Maintenance**
This course covers the basic skills used in building maintenance and repair. Course content includes using measuring tools and estimating costs.

**Introduction to Electrical Maintenance**
The Introduction to Electrical Maintenance course covers basic electrical skills used in building maintenance and repair. Course content includes troubleshooting, testing, and repairing devices and controls. Use of electrical test meters and devices will also be covered in the course.

**Introduction to Plumbing Maintenance**
The Introduction to Plumbing Maintenance course covers basic plumbing skills used in building maintenance and repairs. Course content includes troubleshooting, testing, repairing, and replacing faulty plumbing and fixtures.

**Alternative High School – Middle Colleges**
Students between the ages of 16-21 who have dropped out of school but are interested in earning a high school diploma may take advantage of the Middle Colleges. Students may enroll at Olive-Harvey Middle College, Truman Middle College, or one of the alternative high schools funded through this program.

For more information about these programs contact the middle colleges or the program directly:

- **Olive-Harvey Middle College**
  10001 South Woodlawn Avenue
  (773) 291-6518

- **Truman Middle College**
  1145 W. Wilson Avenue
  (773) 907-4840

- **Academy of Scholastic Achievement**
  4651 West Madison Street
  (773) 921-1315

- **Aspira, Inc. of Illinois - Antonia Pantoja H.S.**
  3121 N. Pulaski Road
  (773) 252-0970

- **Association House of Chicago – El Cuatro Ano**
  1116 North Kedzie Avenue
  (773) 276-0084

- **Austin Career Education Center**
  5352 West Chicago Avenue
  (773) 626-6988

- **Community Christian Academy**
  1231 South Pulaski Road
  (773) 762-2272

- **Innovations High School**
  220 West 45th Place
  (773) 538-0059

- **Lakeview Academy**
  716 West Addison Street
  (773) 281-3065

- **Prologue, Inc.**
  1135 North Cleaver Street
  (773) 935-9925

- **Sullivan House**
  8164 South Chicago Avenue
  (773) 978-8680