Adult Education is a comprehensive program of free classes for adult students who need to learn English or improve their basic literacy skills, obtain a GED® certificate, or prepare for the Citizenship exam. Before heading to one of the campuses, please review the checklist below and prepare accordingly.

Visit the Campus of your choice where you will accomplish the following:

**Fill out a Registration Card:** When you visit your campus, head to the Adult Education office where you will fill out the Registration Card and speak with an Adult Education representative.

**Sign up for and take a placement test:** Before you visit your campus, feel free to call the Adult Education Office and ask if you may register for a placement test before you arrive at the campus.

**Sign up for and attend an orientation:** At orientation you will discover the Student Services offered at CCC. At orientation students learn how their placement test results have shaped the courses they will take. As with placement testing, call your campus before heading in to see if you can schedule an orientation in advance.

**Register for Classes:** After you have completed all of the above steps, it will be time to register for your semester courses.

What to Bring and what to expect when you come to Campus:

**Proof of Address:** In order to enroll in Adult Education courses at CCC, you must live in Illinois. When you come to campus, please be sure to bring one of the following forms of identification.

- Driver’s License, State of Illinois Identification Card
- Voters Registration Card
- Copy of Lease Agreement
- Utility or Telephone bill (landline only)
- Consulate ID with Chicago Address
- Signed letter on letterhead from a homeless shelter confirming residency in the shelter

**Expect your placement test to take up to three hours:** Again, be sure to register for placement test ahead of time. Not all campuses offer placement tests at all times. Though each student is different, expect that your placement exam may take up to 3 hours.

**If possible, please do not bring children with you to campus:** Orientation and Placement testing are quiet areas that require a lot of focus; if possible, find alternative childcare during those times.
Eligibility for Adult Education:

- Must live in Illinois
- Social Security number is NOT required
- Must be at least 18 years old to enroll in Adult Education classes. However, 16 and 17 year-olds may register with an official release letter certifying that they are no longer attending high-school.
- Persons with J1 visas are not eligible to enroll in Adult Education classes

Rules of Attendance:

- Students who miss all of the first 3 days of class must be dropped from the class.
- Students who are absent more than 5 consecutive days of class must be dropped from the class.
- No class changes are permitted after the second week of class.

Adult Education Offices:

<table>
<thead>
<tr>
<th>Institution</th>
<th>Address</th>
<th>Room/Location</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Richard J. Daley College</td>
<td>7500 South Pulaski, Chicago, IL 60652</td>
<td>Bldg 500, room 502</td>
<td>773-838-7803</td>
</tr>
<tr>
<td>Harry S Truman College</td>
<td>1145 W. Wilson, Chicago, IL 60640</td>
<td>Room 2424</td>
<td>773-907-4350</td>
</tr>
<tr>
<td>Kennedy-King College</td>
<td>6301 S. Halsted Street, Chicago, IL 60621</td>
<td>747 W. 63rd Street, V-211</td>
<td>773-602-5340</td>
</tr>
<tr>
<td>Malcolm X College</td>
<td>1900 West Van Buren, Chicago, IL 60612</td>
<td>Room 2308 (Bridge Center)</td>
<td>312-850-7300</td>
</tr>
<tr>
<td>Olive-Harvey College</td>
<td>10001 South Woodlawn, Chicago, IL 60628</td>
<td>Room 3114</td>
<td>773-291-6690, 773-481-8821</td>
</tr>
<tr>
<td>Wilbur Wright College</td>
<td>4300 North Narragansett, Chicago, IL 60634</td>
<td>A-205</td>
<td>773-481-8823</td>
</tr>
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