Welcome to City Colleges!
Adult Education Student Orientation
Introduction

This session is an overview of Adult Education and City Colleges of Chicago services.

• If you have questions, please put them in the chat

• If you have a question about your enrollment or application, please visit the Adult Education Office in Virtual Student Services for your college https://prepare.ccc.edu/virtual-student-services/
Adult Education—what is it?

• Finish High School with the help of GED/HiSET preparation classes
• Learn English at any level in our English as a Second Language classes
• Prepare for a career with Career Bridge classes
• Transition to college credit classes with the Gateway Program
Class Structure

For now, Adult Education courses are distance-learning.

That means that students do not come to campus, but will use free online tools like Brightspace, Zoom, emails, and calls.

Class structures vary but will generally look like one of the following:

Option One
You will meet at a specific time each week.

Option Two
You will not meet a specific time. Rather, you will be able to work independently/at your own pace using the tools listed above.

Option Three
A combination of option one and two.
You will need your CCC Student ID number and e-mail for classes

• If you don’t know your username and password AND you know your Student ID, you can reset your password at https://apps.ccc.edu/AccountManagement

• If you don’t know your Student ID number and/or need help setting up your CCC account, join the next session of “Setting up your CCC Email and Zoom” here: https://www.ccc.edu/services/Pages/Adult-Education-Student-Orientation.aspx

• You should plan to use a computer for your classes, not your phone.
How can I find my schedule?

Once you are enrolled in classes, you can review your schedule online:

• Go to my.ccc.edu
• Click “LOGIN”
• Login using your CCC username and password
• Click on the “Manage Classes” icon
• Click “View Class Schedule”
No computer? No problem.

Once you are enrolled in classes, you can borrow a laptop and Wi-Fi hotspot from City Colleges.

**Request a laptop using your CCC username and password:**
- English: [https://apps.ccc.edu/LoanerLaptop/login](https://apps.ccc.edu/LoanerLaptop/login)
- Spanish: [https://apps.ccc.edu/LoanerLaptop/espanol/login](https://apps.ccc.edu/LoanerLaptop/espanol/login)
- Polish: [https://apps.ccc.edu/LoanerLaptop/polsku/login](https://apps.ccc.edu/LoanerLaptop/polsku/login)

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What if I need help?

1. Email your Adult Education Office:
   Daley College: DaleyAdultEd@ccc.edu
   Olive-Harvey College: OHAdultEd@ccc.edu
   Kennedy-King College: KKAEdAdult@ccc.edu
   Malcolm X College: MXAdultEd@ccc.edu
   Truman College: TrumanAdultEd@ccc.edu
   Wright College: WrightAdultEd@ccc.edu

2. Contact your Adult Education Office via Zoom in Virtual Student Services
   https://prepare.ccc.edu/virtual-student-services/
   Scroll down to find your college
   Scroll down again to find Adult Education
What if I need help?

3. City Colleges of Chicago also has other services for you via Zoom in Virtual Student Services https://prepare.ccc.edu/virtual-student-services/

- **Career Services**: to learn more about career pathways, job preparation like resume review and information on jobs available now
- **Tutoring**: small group or one-on-one support with your classwork, including help with using your computer
- **Wellness Center**: confidential, free counseling and other social services to support your personal well-being.
All students are **required** to take the TABE or CASAS test to stay enrolled at CCC

- After classes begin, someone from the Adult Education Office will schedule a time for you to take the CASAS test if you are in ESL or the TABE test if you are in Language Arts/Math.

- The TABE and CASAS are different than the online placement test you took during the registration process.

- TABE and CASAS testing will likely be during your class time. Please prioritize attending this testing session.

- Test Scores help us know when you are ready for the official GED/HiSET Exams

- Test Scores help us know when you are ready to move to the next level

- If you do not complete the TABE/CASAS, you may not be able to enroll in a future term.
Earn Your High School Equivalency Certificate (GED or HiSET)

Students who did not finish high school can take preparatory classes to earn their high school equivalency (HSE) GED or HiSet.

- HSE classes are offered in English and Spanish
- HSE classes cover language arts, math, social studies, science, and computer navigation skills.
- Students in HSE classes take both classes, Math and Language Arts
- Language Arts classes cover Reading and Writing, Social Studies, and Science.

When you’re ready to take an HSE Exam, please reach out to the Transition Specialist at your college for practice test and/or test vouchers.
Prepare for a Career with Career Bridge Classes

While you are improving your reading, writing, and math skills, you can also earn a certification that can lead to entry-level job opportunities and careers in one of the following areas:

- Daley College: Early Childhood Education
- Truman College: Early Childhood Education
- Kennedy-King College: Early Childhood Education
- Malcolm X College: Healthcare
- Olive-Harvey College: Healthcare; Supply Chain and Transportation Technology
- Wright College: Healthcare

Complete the program in as few as 1-2 semesters.

These classes are free.
Transition to College Credit Classes with the Gateway Program

Students who want to continue their education and earn a degree or certificate at City Colleges can:

- Receive reduced tuition
- Get extra supportive services
What our students are saying:

“I feel like Malcolm X has become like a home to me – I’ve met friends, and had kind, motivating instructors. My experience has been fantastic.”

Tamba Torniwa

After taking high school equivalency prep courses at Malcolm X College, Tamba quickly earned his GED. Next, he earned his pre-BNA certification through the Career Bridge Program, then jumped into other credit classes at Malcolm X, taking advantage of the benefits of the Gateway Program.
What our students are saying:

“Before I got to Truman, I had never really plotted out my goals. I knew I wanted to finish my studies, but they helped me set smaller and larger goals so that I could really be successful.”

Lydia Bellil
former ESL student and Gateway Scholar, Truman College alumna
What our alumni are saying:

“I would thank everyone at City Colleges who made this possible – thank you for opening doors for non-traditional students and to students who are new to the country. I learned a whole new language and the culture – all for free. I was then able to continue on to credit classes because it was affordable and the classes were flexible. I wouldn’t be where I am without the ESL classes, the Gateway classes, and the credit classes I took at CCC.”

**Alexander Hernandez**

*City Colleges alumni, current Google engineer*
Questions?

If you need help setting up your CCC email account, you can find the schedule and link to help sessions here: [https://www.ccc.edu/services/Pages/Adult-Education-Student-Orien...](https://www.ccc.edu/services/Pages/Adult-Education-Student-Orientation.aspx)

Frequently asked questions are answered here: [https://www.ccc.edu/site/Pages/qanda.aspx](https://www.ccc.edu/site/Pages/qanda.aspx)

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