

# Adult Education

**2013-2014**

Michigan City Area Schools  
A.K. Smith Career Center  
817 Lafayette Street  
Michigan City, IN 46360  
Phone: (219) 873-2122  
EducateMC.net



TASC Test Preparation  
High School Equivalency Diploma  
High School Diploma  
Evening Credit Classes  
English as a Second Language

Revised 1-31-14



Dr. Barbara Eason-Watkins, Superintendent  
Mr. Xavier Botana, Associate Superintendent  
Mrs. Audra Peterson, Director of Career & Technical Education  
Mr. Clausell Harding, Director of Adult Basic Education

# ADULT BASIC EDUCATION

## 2013 – 2014

Michigan City Area Schools' Adult Basic Education program is designed to meet the needs of adult learners who have not completed high school and high school graduates who need remediation in basic skills. Classes are offered at locations throughout Michigan City and LaPorte.

### WHO MAY ENROLL

Adult Basic Education/TASC/ESL classes are open to adults of all ages, youths 16 years and older who have officially withdrawn from regular day school, and high school graduates who need basic skills in English/Language Arts or Mathematics at or below high-school level. **All classes, services, and materials are free of charge to eligible adults.**

### PROGRAM DESCRIPTION

Instruction is provided to meet the varied needs and wide range of levels and learning patterns of adults.

Classes are conducted for:

- \* Non- and low-level readers.
- \* Upgrading of reading, writing, math, and other knowledge and skills through eighth grade level (Pre-TASC).
- \* English as a Second Language for persons who do not read, write, or speak the English language well; citizenship instruction.
- \* Test Assessing Secondary Completion (TASC) test preparation to qualify for the high school equivalency diploma.

All classes are designed to serve the individual needs of students. Computer-assisted instruction is used for TASC and pre-TASC mastery and remediation.



# FREE ADULT BASIC EDUCATION & TASC CLASSES (REGISTER ON-SITE)

Location	Days of the Week.....	Time
<b>A.K. Smith Center</b> 817 Lafayette St. (219) 873-2122	Tuesday & Thursday .....	1:00 p.m. - 5:00 p.m. (16 – 17 years of age only)
	Monday – Thursday.....	9:00 a.m. - 7:00 p.m.
<b>Emmet Wise Center</b> 1702 E Michigan Blvd. (219) 873-1099	Monday & Wednesday.....	9:00 a.m. - 1:00 p.m.
<b>ESN Learning Haven</b> 226 Merrihill Dr. (219) 872-6521	Tuesday & Wednesday .....	1:00 p.m. - 5:00 p.m.
<b>Work One LaPorte</b> Sagamore Center 300 Legacy Plaza West (219) 362-2175 ext. 252	Monday & Tuesday .....	11:00 a.m. - 7:00 p.m.
	Wednesday & Thursday.....	9:00 a.m. - 5:00 p.m.
<b>Madeline &amp; George Smart Neighborhood Center</b> 301 Grant St. (219) 872-0942	Tuesday & Thursday.....	9:00 a.m. - 1:00 p.m.

**NOTE: No Classes on Friday**

## FREE ESL CLASSES

Location	Days of the Week.....	Time
<b>A.K. Smith Center</b> 817 Lafayette St. (219) 873-2122	Monday & Wednesday .....	5:00 p.m. - 8:00 p.m.

## MANAGED ENROLLMENT

August 5, 2013	November 4, 2013	February 3, 2014
September 9, 2013	December 2, 2013	March 3, 2014
October 7, 2013	January 6, 2014	

**Classes will  
NOT meet on the  
following dates:**

Sept. 2  
Labor Day

Nov. 11  
Veterans' Day

Nov. 27 – 29  
Thanksgiving Break

Dec. 23 – Jan. 3  
Winter Break

Jan. 20  
M. L. King Jr. Birthday

Feb. 17 Famous  
Americans' Day

April 7 – 11  
Spring Break

May 28  
Memorial Day

# TASC TESTING INFORMATION

The TASC, or Test Assessing Secondary Completion, is designed to measure, as nearly as possible, the major and lasting outcomes (skills and concepts) generally associated with four years of regular high school instruction. There is a battery of five comprehensive examinations administered over the two-day testing period.

<b>Test One:</b>	<b>Writing Skills/Essay</b>	<b>120 minutes</b>
<b>Test Two:</b>	<b>Social Studies</b>	<b>70 minutes</b>
<b>Test Three:</b>	<b>Science</b>	<b>80 minutes</b>
<b>Test Four:</b>	<b>Interpreting Literature and the Arts</b>	<b>65 minutes</b>
<b>Test Five:</b>	<b>Mathematics</b>	<b>90 minutes</b>

NOTE: Some areas and time (minutes) may change with the TASC.

## TASC PRACTICE TEST

The TASC Practice Test is given as a service to the community. All 16- and 17-year-olds are required to take the test. Any qualified adults in the Adult Education Program may take the practice test free of charge, when the instructor and previous test scores indicate that the student is ready.

The test, produced by the official TASC Testing Service of the American Council of Education, is approximately one-half the length of the actual test and is designed to serve as a predictor of readiness to take the TASC test. Indiana State ID must be presented.



Form #556  
Rev. 1-14

**Registration (TASC)  
MCAS/LaPorte County  
High School Equivalency Diploma**

Name: \_\_\_\_\_ High School: \_\_\_\_\_  
Address: \_\_\_\_\_ Birth Date: \_\_\_\_\_  
City/State: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Exit/Withdrawal Date: \_\_\_\_\_

**Declaration Of Intent: The Adult Learner Will Take The Pre-Test And At Least 30 Hours Of Seat Time Before Taking The Post Test and the TASC.**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**Note: Bring this registration card along with the exit/withdrawal to the WorkOne LaPorte TASC site or A K Smith Center in Michigan City.**

# TASC TESTING

The TASC test is given at the A.K. Smith Career Center over the course of two (2) days, beginning at 3:30 p.m. each day. We will take the first 20 students who register and pay for each testing session.

Pre-registration is **required**.

Everyone must bring an Indiana ID or driver's license, along with the \$90 testing fee.

Sixteen (16) and seventeen (17) year-old learners: You can **ONLY** test if you are enrolled in our TASC classes and have already passed a pre-TASC test. When registering for the TASC test, you must provide an exit interview from the high school, the pre-TASC test scores signed by the TASC instructor, the ID listed above, and the \$90 fee. Sixteen-year-olds must have the Director and Superintendent's signatures.



## 2013-2014 TASC TESTING SCHEDULE

DATE	TIME
Aug. 13-14	9:00 a.m.
Sept. 23-24	3:30 p.m.
Oct. 21-22	3:30 p.m.
Nov. 18-19	3:30 p.m.
Dec. 16-17	3:30 p.m.
Jan. 27-28	3:30 p.m.
Feb. 24-25	3:30 p.m.
March 17-18	3:30 p.m.
April 28-29	3:30 p.m.
May 19-20	3:30 p.m.
June 17-18	9:00 a.m.
July 15-16	9:00 a.m.

# TASC RE-TESTING

A student needing more than 2 or 3 re-tests (depending on the subjects) will need to register for regular TASC testing.

All testing sessions will take place at the A.K. Smith Career Center. Afternoon sessions begin promptly at 3:00 p.m. and conclude at approximately 7:15 p.m. No one will be admitted after testing has begun. Each session is limited to 20 examinees. **PRE-REGISTRATION (IN PERSON) IS REQUIRED. You will need approximately 10-15 minutes to complete the pre-registration process.** Call (219) 873-2122 for further registration information.

The re-testing fee of \$18 (cash) per test is payable upon registration. **NO REFUNDS.**



## 2013-2014 TASC RE-TESTING SCHEDULE

DATE	TIME
July 9	9:00 a.m.
Aug. 7	9:00 a.m.
Sept. 24	3:00 p.m.
Oct. 29	3:00 p.m.
Nov. 21	3:00 p.m.
Dec. 17	3:00 p.m.
Jan. 29	3:00 p.m.
Feb. 26	3:00 p.m.
March 26	3:00 p.m.
April 23	3:00 p.m.
May 28	3:00 p.m.
June 18	9:00 a.m.

**NOTE: Schedule subject to change**



# EVENING CREDIT CLASSES

Michigan City Area Schools' Adult Education Program offers credit classes for Adult Education to students and high school students who need additional credits. Courses are offered in English, Math, Science, Social Studies, Economics, Speech, and Health. A certification class in Welding is offered through WorkIN.

## Fees are as follows:

No fee for Adult Education learners

\$30 for Michigan City High School students

\$50 for all other high school students

Fees must be paid in full at the time of registration

- \* Money Order
- \* Cash
- \* Voucher

There are **no refunds** once classes have begun.

Evening classes meet in three-hour sessions on Tuesday and Thursday. Classes are scheduled from 3:00 p.m – 6:00 p.m. You must attend at least 50 of the 60 hours to receive credit.

Classes may also be taken for enrichment, personal development, or vocational purposes and not for credit if space permits.

**NOTE:** Classes are open to adults of all ages and youth 16 years and older who have officially withdrawn from the K-12 (regular day school) program. The End of Course Assessment is required for a high school diploma.

***STUDENTS PRESENTLY UNDER TITLE XX SCHOOL EXPULSION CHARGES WILL NOT BE ENROLLED UNTIL THE RETURN DATE ISSUED BY THE HEARING OFFICER.***



# **EVENING COURSE SELECTIONS**

First semester begins September 10, 2013  
First semester ends November 14, 2013

Registration: Sept. 3 – Sept. 6, 2013

Second semester begins February 4, 2014  
Second semester ends April 22, 2014

Registration: January 28 – 31, 2014  
**NOTE: Second semester classes are cancelled until further notice.**

Graduation: May 21, 2014 at 6:00 p.m.

Each class meets 60 instructional hours per session. Each session meets 3 hours per day, 2 days per week. To earn credit for a course, students must attend class a minimum of 50 hours. Students are required to complete all online assignments and a classroom project.

## **WORK EXPERIENCE CREDIT**

For Adult Education students only, a maximum of two (2) high school credits may be earned for work experience, according to the following regulations:

- \* At least 300 approved work experience hours are required per credit earned.
- \* A minimum of 200 hours must be accrued during the semester for which credit will be granted.

**For more information, please contact your school counselor or Adult Education Office.**

## **SPECIAL COURSE FEES**

All courses are free, however students may be assessed fees for courses requiring special equipment and/or materials.

This program is funded by Michigan City Area Schools (MCAS), Indiana Department of Adult Education (IDAE), Center for Workforce Innovations (CWIO, Indiana Workforce Development), and Northwest Indiana Workforce Board (NWIWB). This Workforce Investment Act (WIA) Title I - funded program/activity is an equal opportunity employer/program.

## **EQUAL OPPORTUNITY**

The Michigan City Area Schools has a policy of providing equal opportunity. All courses/activities are open to all students regardless of race, color, sex, handicapping conditions, or national origin including limited English proficiency. Educational services, programs, instruction, and facilities will not be denied to anyone in the Michigan City Area Schools as the result of his or her race, color, sex, handicapping conditions, or national origin including limited English proficiency. For further information, clarification, or complaint, please contact the MCAS School Administration, 408 S. Carroll Avenue, Michigan City, Indiana 46360 at (219) 873-2000 for Title IX (gender equity related issues); or Ms. Paula Earley, 408 S. Carroll Avenue, Michigan City, Indiana 46360 at (219) 873-2000 for Section 504 (non-discrimination/disability issues and Americans With Disabilities). Any other information concerning the above policies may be obtained by contacting the office of the Superintendent, Dr. Barbara Eason-Watkins, 408 S. Carroll Ave, Michigan City, Indiana 46360 at (219) 873-2000.

