Department of
Adult Education & Literacy

High School Equivalency (GED®, HiSet®, TASC™ Test Prep)
English as a Second Language & Citizenship Training
Adult Volunteer Literacy Program
Early School Leavers Transition Program
College/Career Transition Services

Rafael Sanchez Jr.
2017 DAEL Graduation student speaker
College/Career Transition Services

The College/Career Transition Services program has trained advisors available to assist eligible students with making the transition from adult education classes to college-level courses and programs. Students enrolled or previously enrolled in JJC’s General Education Development (GED), English as a Second Language (ESL) or adult high school courses are encouraged to schedule an appointment to meet with a College and Career Transition Advisor who can help them take the next step.

Features

Qualified advisors will assist adult education students in:

• Career Exploration
• Academic and Career Assessments
• JJC’s Application Process
• Financial Aid Information
• Individualized Academic Advising
• Career Advising
• Campus Tours
• Online Tutoring
• Resource Room
• Test Preparation

My experience in the GED program was great! I hadn’t been in school for 20+ years and the instructors made it so relaxing to learn. The program advisors were very helpful and made all of the resources available so that I could take the next step and pursue a degree.

—Fredy Rodriguez, GED program & College/Career Transition Services
**Early School Leavers Transition Program (ESLTP)**

The Early School Leavers Transition Program provides a pathway for students, ages 16 and older, to earn their high school diploma. We assist students who haven’t earned the required credits to graduate from their high school. In partnership with both in and out of district high schools, we provide a supervised independent study credit high school program. This program consists of three elements: Job Skills, High School Credit and Career/Educational Transition Guidance.

While enrolled in the program, students will also work on career exploration and development, employment readiness and job seeking skills, consumer education and transitioning to college. The home high school must agree to accept the credits earned through the program and agree to issue the diploma upon successful completion of all requirements.

**Features**

**Job Skills:**
- Mandatory class focusing on job training and employment success
- Mock interviews and resume building
- Career exploration activities

**High School Credit:**
- Academic credit recovery courses
- Supervised independent study with skilled instructors and professional tutoring available
- Must attend at least one afternoon per week

**Career/Educational Transition Guidance:**
- Minimum two meetings to plan your next steps after earning your diploma
- Facilitates completing next educational steps including FAFSA and entrance applications
- Facilitates transition into the military, the trades, career selections

**Highlights**

- We help transition English as a Second Language (ESL) students into High School Equivalency test preparation classes.
- Students with high school diplomas or High School Equivalency diplomas take our classes to prepare for college-level class enrollment.
- We individualize instruction based on the unique needs of each student.

**Who can attend**

Any adult, ages 16 and older, who is not enrolled in or attending high school may enroll in our Basic Skills or High School Equivalency/GED program. There is no cost to attend this program.

**How to Participate**

All students must complete an orientation and placement session. Contact the Department of Adult Education and Literacy office to schedule an orientation session date and time (approx. 3.5 hours). The orientation session includes placement testing, goal setting, and registration. Following the orientation and placement session you will select the class time and location that meets your schedule.

For more information about ESLTP contact Libby Budd at (815) 280-1357 or email: ebudd@jjc.edu

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**High School Equivalency (HSE) General Education Development (GED®) test preparation**

The High School Equivalency (HSE) program provides classes that will prepare students to take their High School Equivalency test (GED, HiSET or TASC). Classes range from basic skill development to secondary courses and are formatted to meet the unique needs of each student.

**Features**

- Course subjects include English (Reading & Writing), Math, Science, and Social Studies.
- Morning and evening classes are available at all JJC campuses and various sites throughout the JJC community.
- Courses help students review skills in preparation for job qualification testing and college level placement.
- Transition assistance is provided for students preparing for college classes, certifications, academic bridges and job training.
- Free tutors are provided to students.
- Classes include study skills, time management and organizational skills.

**Highlights**

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For more information about HSE/GED test preparation contact Libby Budd at (815) 280-1357 or email: ebudd@jjc.edu
The English as a Second Language (ESL) program assists individuals who need to improve their English skills for academic, professional, or personal purposes. ESL classes are designed for all non-native English speaking adults. Classes are held at a variety of sites within our district in communities such as Bolingbrook, Morris, Romeoville, Plainfield and Joliet. To accommodate our students, classes are held in the morning, evenings and on Saturdays.

Six levels of instruction (beginning through advanced) are offered. Students are placed according to levels via standardized testing. Instruction is offered 4-12 hours per week. Integrated skill modules focus on listening, speaking/pronunciation, reading/vocabulary, and writing/grammar. Instruction is sequenced to develop communication skills necessary to meet basic, intermediate, and advance levels of English acquisition.

Features
The ESL program will enable students to:
• Advance through six levels of structured English classes.
• Listen to oral English and understand the meaning.
• Speak and respond appropriately in English.
• Read and comprehend materials written in English.
• Write in clear, concise, acceptable, English.

Additional Services
• Computer classes for second language learners
• Civics classes for second language adult learners
• College Transition Assistance
• Academic and Career Advising
• Adult Volunteer Literacy Tutoring
• Career/Employment Readiness Skills
• Special Learning Needs Assessments & Accommodations
• Childcare (at select sites)

Citizenship Training
Classes in Citizenship/Naturalization Preparation are also available. These classes are designed for non-native English speakers who are interested in becoming United States citizens. Adult learners are taught U.S. History, Civics, the U.S. Constitution and the N400 application.

Students also receive instruction on how to answer oral questions, how to pass the written test and participate in mock interviews.

Citizenship classes and materials are free to district residents.

For more information about ESL or Citizenship Training, contact Brenda Roland at (815) 280-1323 or email: broland@jjc.edu

Adult Volunteer Literacy Program
The Adult Volunteer Literacy Program offers free tutoring for Reading, Math, and English Literacy. Adults receive volunteer tutoring at local libraries, JJC Campuses, and community sites throughout the JJC district. Learners meet weekly with certified volunteer tutors for up to two hours; and sessions are available morning, afternoon or evenings to meet learner and volunteer needs. Instruction is learner-focused with materials provided.

Adult Learners
Over 2 million Illinois adults have poor skills in reading, writing, math or English proficiency, and the Adult Volunteer Literacy program is one of many put in place to provide basic adult literacy instruction. If you feel that your reading, writing, math or English skills have kept you from fully sharing in your family, work and community, you may be able to participate in free tutoring.

Requirements:
• Entry into the program is open throughout the year.
• Adult learners must be 17 or older, and no longer enrolled in K-12 education.
• Learners must commit to meeting with a tutor for at least 4 months.

Volunteer Tutors
We need tutors who are willing to share their experience and help individuals in our community. If you have at least a high school diploma or GED, you can not only assist people who are trying to improve their math or reading literacy, but also add to your own skills with a valuable experience for your resume. Volunteer Literacy Tutors help adults who read below the ninth grade level or speak English at a beginning level to improve their reading, writing, math or their use of English as a new language.

Requirements:
• Tutors must have a High School diploma or High School Equivalency (GED, HiSET, TASC).
• Prospective tutors must complete a 15 hour tutor training, offered every other month.
• Volunteer 1-5 (or more) hours weekly, at a time and location convenient for you.

For more information about the Adult Volunteer Literacy Program, contact Mandy Dwyer at (815) 280-1331 or email: mdwyer@jjc.edu

It’s a rich experience for me with my classmates because they are from different countries in the world and we explain in our class about our countries. We also share our customs with each other. I like that. I appreciate this great opportunity to learn English.

—Father Hugo Enzo, ESL program

It [GED] was a challenge, but I told myself I can do it. I feel very proud because I did it. If you stay focused and on track, you can do it too.

—Josefina Ruiz, GED program & Adult Volunteer Literacy program

For more information about the GED program contact Brenda Roland at (815) 280-1323 or email: broland@jjc.edu

Se Habla Español: (815) 280-1334
English as a Second Language (ESL)

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New classes begin every month!
Joliet Junior College’s Department of Adult Education and Literacy provides students ages 16 and older with the tools, resources, instruction and support necessary to achieve their individual, academic and employment goals. A variety of free programs and services are available for students within the JJC district.

**Services include:**
- Free prep classes for the GED, HiSET, TASC test or Basic Skills review
- Earn credit for your high school diploma through the Early School Leavers Transition and High School credit programs
- Free English as a Second Language (ESL) and citizenship classes
- Adult volunteer literacy tutoring
- Job search and employment assistance for Temporary Assistance for Needy Families (TANF) recipients
- Assistance transitioning to college or a new career

For more information or to register, contact JJC’s Department of Adult Education and Literacy office -

**Phone:** (815) 280-1300  
**Se Habla Español:** (815) 280-1334

Email: jjcdaels@jjc.edu

Online: [www.jjc.edu/adult-education](http://www.jjc.edu/adult-education)

In person: JJC City Center Campus  
235 N. Ottawa Street  
3rd Floor - Suite 3019  
Joliet, IL 60432

In compliance with Section 111 of Public Law 101-166 (the Stevens Amendment), these classes and programs are offered through approximately 30 percent federal funds.

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For more information about College/Career Transition Services, contact Michelle Lyman at (815) 280-1335 or email: mlyman@jjc.edu

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