

Orig.: Mod.: X Date: 4/13/2018 – **WIOA Out-of-School Youth** will be co-enrolled in Title II HSE-GED through Open Enrollment in all RVC Adult Ed class sites. TWC site starting 4/2/18. All other sites starting 5/14/18. Continue to use Provider Code 2016-202 plus Co-enrollment code 2017-450. Activity code: “Equivalency”. Service Level code: Academic. See highlighted TABE instruction - page2. Attached is GED Test Request Form.

- Available to Co-Enrolled WIOA Adult/Dislocated Worker & Title II HSE – GED program participants as appropriate. ICAPS training programs information on page 4. NOTE: IWDS CIP Code differ from ICCB CIP Codes. See chart on page 3. Course approval through 6/30/18. . WIOA provides supportive services. Training & text books funded through Title II.

The length of time participants may be in *GED Preparation* class is determined by their needs/training-employment goals outlined in their Individual Employment Plans (IEPs).

Trade participants may be in remedial (Basic Skills/GED) training the entire time they are in training.



RECRUITMENT AND REFERRAL FORM

WIOA Adult, Dislocated Worker & Trade
Adult Education & Literacy(AEL/ESL Services) – Title II Adult Education

Program Provider: Rock Valley College Adult Education Center

FEIN: 36-2557781

Address: 99 E State Street
 Rockford, IL 61104

Telephone: 921-2000
Fax: 921-2029

Training Site Address: Same

Contact Person:

ABE/ASE: Patricia Young, 815-921-2004, P.Young@RockValleyCollege.edu

ESL: Tricia D. Wagner, 815-921-2005, T.Wagner@RockValleyCollege.edu

Transitions: Jessica Gonzales, 815-921-4296, J.Gonzales@RockValleyCollege.edu

HSE/GED for Youth: Nicky Fricks, 815.921.2003, N.Fricks@rockvalleycollege.edu

Activity Name: AEL/ELA (Adult/DW)

Program Name: AEL use Training Services (Adult/DW)
 ELA use Career Services (Adult/DW)

Activity Name for YOUTH: Equivalency (Youth)/**Service Level:** Academic

Provider Code: 2017-450 (Adult/DW/Youth)

CIP Code: See chart on page 3 (Use Title I B column)

OES: N/A

Session Dates (Adult/DW):

- Students enroll in the Rock Valley College Adult Education program by participating in an ABE/ASE or ESL Enrollment Session. Enrollment Sessions are generally offered in August, October, and January.
- Enrollment is fixed, rather than open – students can enroll only during these designated times. Please check the RVC website to obtain information on upcoming Enrollment Sessions.
- During Enrollment Sessions, students receive orientation information, take placement tests, and select / register for an appropriate class.
- Adult education students sign an agreement to attend at least 75% of classes.

YOUTH:

WOIA Youth Services – ELEVATE – RVC Adult Education classes are offered as Open Enrollment.

Average Time to Complete Program/Certificate/Degree: Varies.

Last Day Program Will Accept Referrals: Ongoing. Students referred will be informed about upcoming enrollment opportunities.

Program Description:

- All ABE, ASE, and ESL classes are available to students at no cost.
 - Eligible populations include adults who have attained 17 years of age –
 - Who are not enrolled or required to be enrolled in secondary school under state law;
 - Who are basic skills deficient
 - Who do not have a secondary school diploma or its recognized equivalent level or education;
 - Who are English language learners (International Students and Au pairs are not eligible)
- 9-12 hours per week of intensive academic skill development
- Classes are available morning, afternoon, and evening, at accessible locations throughout the District.
- Transition services are available to students seeking assistance with exploring and enrolling in adult education transition programs and RVC postsecondary programs.
 - Transition programs include:
 - Bridge programs – adult education programs with a career focus
 - I-CAPS programs – available for students aiming to co-enroll in adult education and college
- Case management and advocacy services are available to students presenting with barriers to persistence.
- The Adult Education program is available to assist adults –
 - In becoming literate;
 - In obtaining knowledge and skills necessary for employment and self-sufficiency;
 - In obtaining the educational skills necessary to become full partners in their children’s education;
 - In completing their secondary school education

Expected Outcome: Employment or enrollment in on-the-job training or occupational skills training.

Program Schedule: Call
No. of Participants:

Age: 17+ Math Level: Reading Level:
Other:

Referral Procedures:

- Refer prospective (Adult/DW) students to enrollment sessions. (No appointment necessary)
- Refer questions to the appropriate Contact Person (see page 1)
- Will accept copy of TABE as the placement test if assessment was within 4 months (120 days) and during RVC’s current fiscal year. Will need a copy of the student’s test answer sheet for RVC’s student file. **(Adult/DW/Youth)**

Costs: All Adult Education classes are available at no cost. (WIOA Title I funds may be used toward ICAPS credit classes. See page 4).

Authorization: The Workforce Connection, Inc.

R&R prepared by Val Johnson, TWC Planning & Quality Assurance Manager.

Rock River Training Corporation (RRTC) is the fiscal agent for WIOA programming approved by TWC.

Adult Education & Literacy (AEL/ESA Services) - R&R

Rock Valley College Adult Education Center

**Adult Basic Education, Adult Secondary Education, English as a Second Language Classes
(includes GED instruction)**

Courses are approved for both WIOA Adult/Dislocated Workers and Trade participants.

COURSES ARE APPROVED THROUGH 6/30/18:

Tuition Costs, Fees, Books – N/A

Course / Level	Assessment Levels	IWDS CIP Code (USE for Title I B Enrollment) (Adult/DW)	ICCB CIP Code (Adult Ed Title II)
Adult Basic Education - ABE: Level I	TABE 0-3.9	320101	32.0200
	TABE 4-5.9	320101	32.0220
Adult Basic Education - ABE: Level II	TABE-R 6-8.9	320101	32.0220
Adult Secondary Education - ASE: Level III	TABE-R 9.0-12.9+	530201	32.0300
English as a Second Language ESL: Level Lit./Basic	CASAS 153-190	320109	32.0400
ESL: Level 1	CASAS 191-200	320109	32.0400
ESL: Level 2	CASAS 201-210	320109	32.0420
ESL: Level 3	CASAS 211-220	320109	32.0420
ESL Level 4	CASAS 221-229	320109	32.0440
ESL Level 4 Bridge	CASAS 229-235+ / TABE 2.0-8.9		
	CASAS 229-235+	320109	32.0440
	TABE 2-3.9	320101	32.0200
	TABE 4-5.9	320101	32.0220
	TABE 6-8.9	320101	32.0220
Academic ESL	CASAS 236+ / TABE 4.0-10.9		
	TABE 4-5.9	320101	32.0220
	TABE 6-8.9	320101	32.0220
	TABE 9-12.9	530201	32.0300

ICAPS Program (Integrated Career and Academic Preparation System) – Students accepted into an ICAPS program through Adult Education/English as a Second Language (Title II) may be co-enrolled in WIOA Title I Career Services to fund the credit courses (Text books funded through Title II).

The following requirements and fee are **waived** for ICAPS students:

- RVC Assessment Test
- 10th grade level reading
- Foreign Student fee

These students are required to participate in the academic support portion of the program provided through the Adult Education in addition to attending the credit classes. If they do not attend academic support sessions, they will be dropped from the credit classes. Title II staff will determine eligibility for enrollment in ICAPS training programs.

Current ICAPS program offered: *Network Technician Certificate* (6 credits Spring 2018 term and 6 credits Fall 2018 term. See R&R 2004-506 for RVC Regular Academic classes for credit course information.

ICAPS Contact at RVC: Jessica Gonzales, 815-921-4296, J.Gonzales@RockValleyCollege.edu



**Adult Education & Literacy
WIOA Out of School Youth
GED Testing Request**

Name:

Birthdate:

Please issue a voucher for the following GED tests:

- Reading & Writing
- Mathematics
- Social Studies
- Science
- All four tests, plus Constitution
- Diploma, Transcripts, and Constitution (if applicable)

From:

Date: