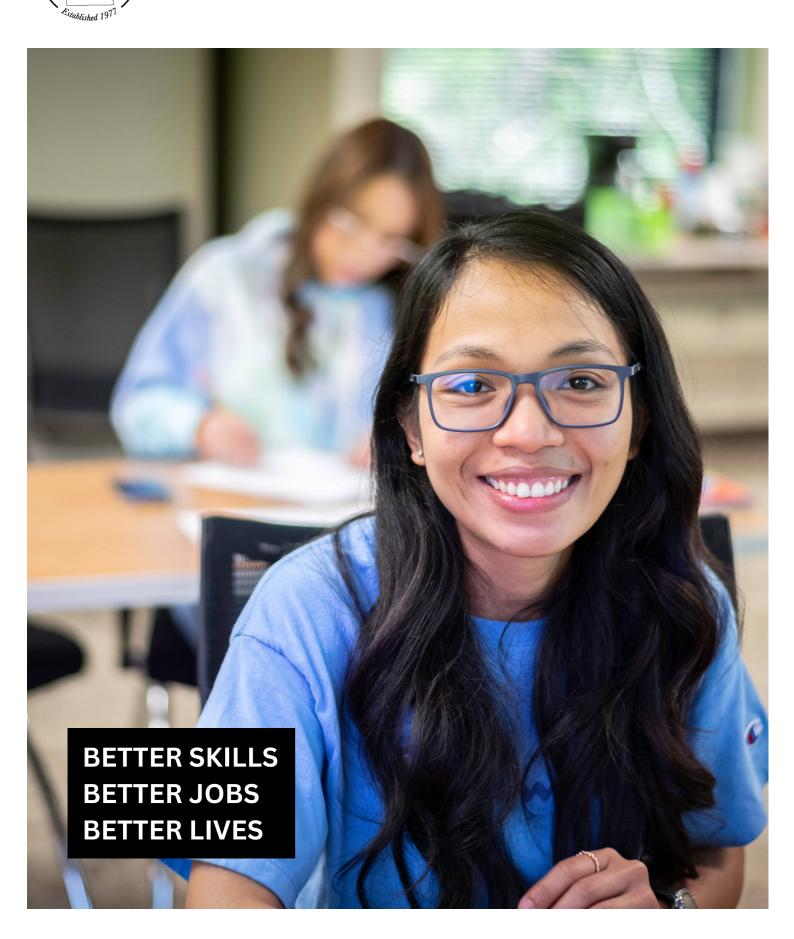
ADULT BASIC EDUCATION

COURSE CATALOG



WELCOME TO ADULT BASIC EDUCATION!

Adult Basic Education (ABE) is a FREE state-wide system that helps adults who are working towards a high school credential, learning English, improving basic skills such as reading and math, or preparing for post-secondary education or employment. We are ready to help you make a positive change in your life!

ELIGIBILITY



You must be age 17 or older and no longer enrolled in high school to enroll in Adult Basic Education.

You must also meet one or both of the following:

- lack a secondary (high school) credential, and/or
- function below the 12th grade level in any of the basic academic areas, including reading, math, and the ability to read, write and understand English

CONTACT US



Northwest Service Cooperative ABE 114 First Street West Thief River Falls, MN 56701



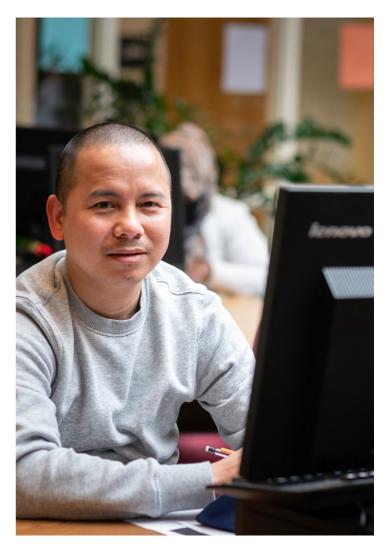
218-681-0900 x 9 or 763-453-0322



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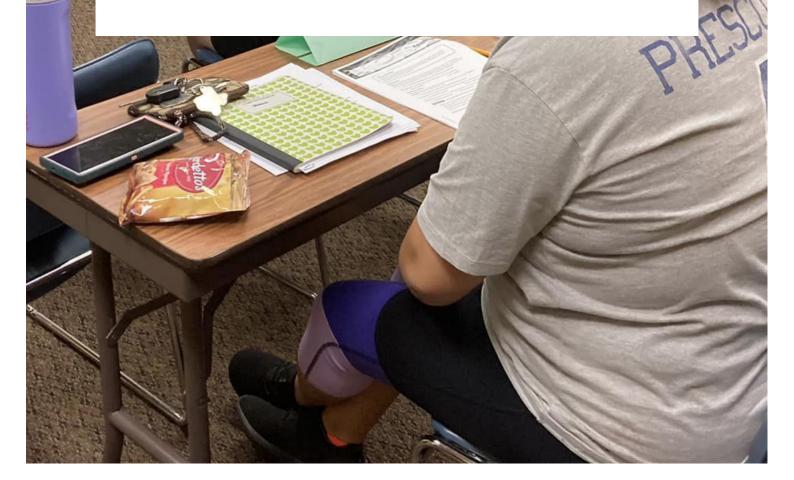
BRUSH UP YOUR BASIC SKILLS! ARE YOU READY FOR COLLEGE OR WORK?



Basic skills classes (also sometimes called "brush-up") are for students who need elementary or secondary level basic skills including math and reading. Sometimes basic skills students have a particular life goal that is not strictly academic, such as developing math skills to manage personal banking, or brushing up on writing to be able to fill out reports on the job. Other times basic skills classes are a pre-requisite for individuals who hope to go on to earn a secondary (high school) credential, but whose skills in one or more areas are too low for GED or Adult Diploma classes.

ABE offers six levels of basic skills instruction for students in the areas of Reading and Math.

Accuplacer Prep, Resume Writing, Interviewing for a Job, and bridge programming classes that prepare you for work in a specific industry or career are just several of the ways ABE can help you prepare for success in college or the workforce. ABE can assess your skills and design a learning plan that will put you on the path to success.



THE CHOICE IS YOURS! ADULT DIPLOMA? OR GED?

If you were finished with high school before you graduated, you're not alone. Adult Basic Education can help you get a high school diploma or GED! Take classes online or at a local classroom. We offer flexible, high quality and interactive learning opportunities through small group instruction, self-study, and computer based learning.



MN STANDARD ADULT DIPLOMA

Minnesota's new state adult high school diploma is a standard competency-based diploma that is issued by the state department of education for adults who complete an approved ABE program. Adult diploma students may successfully complete each competency through one of the following ways:

- **Prior Experience-Based Competency Verification** (K-12, postsecondary or other experiences)
- Test-Verified Knowledge (approved standardized assessment for high schools, secondary credentials, ABE programs and/or postsecondary entrance exams)
- ABE Course Demonstration (classes that combine academic, college and career content, like special adult diploma classes, GED preparation, etc...)
- Applied and Experiential Learning (through an approved project, like the National External Diploma Program)

The Standard Adult Diploma has:

- Five Domains: 1. English Language Arts, 2.
 Mathematics, 3. Science, 4. Social Studies, and 5.
 Employability, Career Awareness and Digital Literacy
- Each domain has four Areas;
- Each area has Competencies (1-17 competencies per area); and
- · Competencies are based on Content Standards.

An adult can be eligible for this diploma program if they do not have a diploma, are not participating in K-12 services, are age 19 and older, and are eligible for ABE program services

2014 GED®

The 2014 GED® test is designed to measure the skills and knowledge equivalent to a high school course of study and supports an adult's successful transition to careers or college. The GED® test has four content areas and takes roughly seven and a half hours to complete. You can complete one test at a time. The sub-tests consist of:

- Reasoning Through Language Arts (50 minutes long)
- Mathematical Reasoning (115 minutes long)
- Social Studies (70 minutes long)
- Science (90 minutes long)

Minnesota GED Requirements

The minimum age in Minnesota to qualify for GED testing is 19, however, students aged 17 and 18 may qualify if they meet additional strict criteria. Underage test-takers need to be, for example, officially withdrawn from high school and submit an Age Waiver Form. You don't need to be a Minnesota resident to take the test. You are not required to first take the GED Ready® practice test unless you take the exam online.

Minnesota GED Cost

The Minnesota GED exam costs \$144 for the entire battery or \$36 per individual sub-exam if you sit for the exam at an official Minnesota GED test center or if you take the exam online. To qualify for online testing, you must attain "green" (likely to pass) scores on the official GED Ready test. ABE will pay for the cost to take four GED Ready tests (1 per subject exam at \$6.99 each) so that will save you an additional \$28! For a limited time, first-time test-takers in Minnesota can take the GED test for free using the code MNHSEFREE. Applicants must have a current Minnesota address or take the four subtests at a Minnesota testing site while living in a border town.



JUMP ON THE FAST TRACK TO YOUR GED! FAST TRACK ONLINE GED PREP

Fast Track GED Online courses blend the flexibility of an e-learning environment led by the expertise of top-rated, trained GED instructors. Our free online GED Prep classes are offered twice a year for each of the four GED sub-test areas: Social Studies, Science, Mathematics and Reasoning through Language Arts. Log on from the comfort of your home and join our team of GED instructors and content specialists virtually, twice a week for two hours a night, to prepare to take your GED. This is a great option for adults who don't have access to local inperson GED prep classes or who have barriers to attendance, such as child-care, transportation, and work schedules.

2023-2024 Fast Track GED Schedule

Aug 21 - Oct 12, 2023	Oct 23 - Dec 14, 2023	Feb 26 - Apr 18, 2024	Apr 29 - June 21, 2024
Reasoning through Language Arts Mon & Wed 5:30 to 7:30 PM	Social Studies Mon & Wed 5:30 to 7:30 PM	Social Studies Mon & Wed 5:30 to 7:30 PM	Reasoning through Language Arts Mon & Wed 5:30 to 7:30 PM
Science Tue & Thur 5:30 to 7:30 PM	Mathematics Tue & Thur 5:30 to 7:30 PM	Science Tue & Thur 5:30 to 7:30 PM	Mathematics Tue & Thur 5:30 to 7:30 PM

10

MANAMA



EAST GRAND FORKS

Th & F, October 19 & 20, 2023 Th & F, Feb 15 & 16, 2024 8 AM to 5 PM

BEMIDJI

8 AM to 5 PM

THIEF RIVER FALLS

Th & F, June 20 & 21, 2024 8 AM to 5 PM

Contact your local ABE program for more information or to register for and upcoming GED Boot Camp!

READING, SPEAKING, WRITING & LISTENING DO YOU SPEAK ENGLISH?



We teach our students English and get a free tour of another country, all without the jet lag! Adult Basic Education works with students from dozens of countries speaking multiple languages. We can help you!

English as a Second Language (ESL) instruction is provided for immigrants and refugees who are learning English. ABE offers 6 levels of ESL classes to help students develop speaking, listening, reading, writing and grammar skills to communicate effectively in English within the community, including on the job, at their children's school, in the doctor's office, in community meetings or neighborhood gatherings, on public transportation and anywhere else that English is needed!

LEVEL 1:

BEGINNING LITERACY ESL

This course is ideal for students who have little or no English speaking ability. Instruction focuses on oral communication skills of listening and speaking.

This course is for ESL students who test between 0-180 on the CASAS reading test

LEVEL 4:

LOW INTERMEDIATE ESL

In this course, students will build their vocabulary, read and interpret simple directions, schedules, signs, maps and menus. They will learn to fill out forms requiring basic personal information and write short, simple notes and messages.

This course is for ESL students who test between 201-210 on the CASAS reading

LEVEL 2:

LOW BEGINNING ESL

This course is for students who can function in a very limited way in situations related to immediate need. Instruction focuses on letters, numbers and basic sight words.

This course is for ESL students who test between 181-190 on the CASAS reading test

LEVEL 5:

HIGH INTERMEDIATE ESL

Students at this level can satisfy most survival needs and social demands. Instruction in this course focuses on learning new phrases, reading and interpreting authentic materials like newspapers and diagrams, and filling out forms such as medical forms and job applications.

This course is for ESL students who test between 211-220 on the CASAS reading test

LEVEL 3: HIGH BEGINNING ESL

In this course, students practice reading everyday English used in the community, such as newspapers, mail, and doctor's instructions. Students will also practice writing basic English sentences and paragraphs.

This course is for ESL students who test between 191-200 on the CASAS reading test.

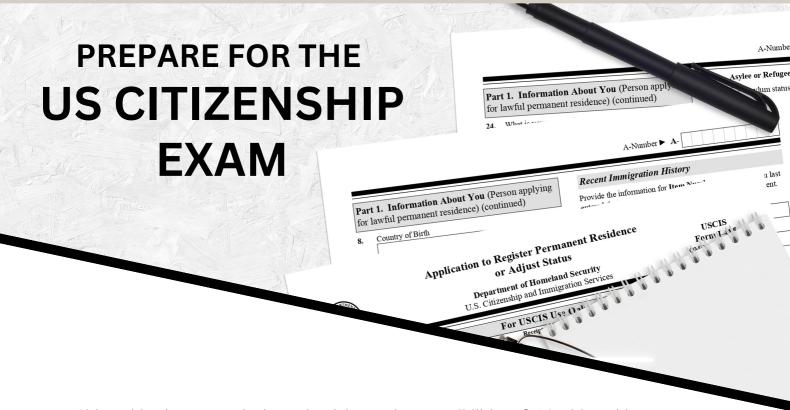
LEVEL 6:

ADVANCED ESL

This course is designed for students who have some advanced English language skills. Students will practice communication skills in everyday situations and build a larger vocabulary through listening, speaking, reading, writing and grammar activities.

This course is for ESL students who test between 221-235+ on the CASAS reading test.





Citizenship classes teach about the rights and responsibilities of U.S. citizenship prepare permanent residents for the naturalization process and exam. To participate in Adult Basic Education citizenship classes, students must be co-enrolled in ESL or other ABE classes.

If you have been a legal, permanent resident of the U.S. for five years, or been married to a U.S. citizen for three years, you can apply to become a naturalized US citizen! By becoming a U.S. citizen you will be able to vote and participate fully in our American democracy. If you become a citizen before your children turn 18, they also become citizens. In order to successfully prepare for and pass the exam, Adult Basic Education can help you practice a wide variety of skills, including:

- Conversational English
- Interview skills to answer 100 civics questions
- Reading and writing basic English sentences
- Understanding the N-400 Application for Citizenship
- Classes to help study American. history and government
- Referrals to Legal Services for private help in legal matters regarding citizenship



SHORT TERM TRAINING. LONG TERM CREDENTIAL. SERVSAFE® FOOD PROTECTION MANAGER

Any institution in Minnesota that serves food to the public is required to have someone on staff who holds a Minnesota Certified Food Protection Manager (CFPM) certificate. According to the MN Department of Health, this certifies that the holder has the knowledge, skills and abilities to:

- Identify hazards in the daily operation of the food establishment.
- Develop or implement policies, procedures or standards to prevent foodborne illness.
- Coordinate employee food safety training, direct food preparation activities and take corrective action as needed, to protect the health of the consumer.
- Complete in-house self-inspections of daily operations to ensure that food safety policies and procedures are followed.

To attain this certificate, one must participate in an approved CFPM training course for initial and renewal certification. ServSafe® Food Protection Manager is a curriculum and exam developed by the National Restaurant Association that is accepted as evidence for the CFPM credential in Minnesota. Northwest Service Cooperative ABE is the first ABE consortium in the state of Minnesota to train and credential ABE instructors to offer ServSafe in local classrooms. Our goal is to increase opportunities for ABE enrolled adult learners to attain a credential that gives them an advantage in the job market, all for the low cost of a \$38 exam fee!



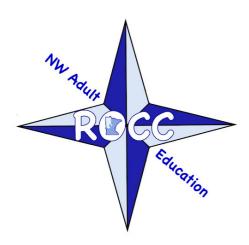


ROCC ONLINE CLASSES

Since 2021, four ABE programs in the northwest corner of Minnesota have been partnering to offer a variety of career-oriented online classes available to all ABE enrolled learners in the region. Check out the listing of classes for 2023-24 and ask your teacher to help you get enrolled! Courses are offered twice a year, once in the fall and again the following spring.

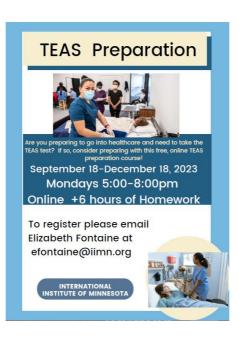
CAREER FOCUSED TRAINING & PREP START YOUR CAREER JOURNEY ONLINE!

In 2023-24, there are five online courses available to learners anywhere in the state of Minnesota! Some even offer college credits and/or certificates for you!. If you are considering a career in one of these areas, this is a great way to build a foundation for the future. Ask your teacher to help you register!











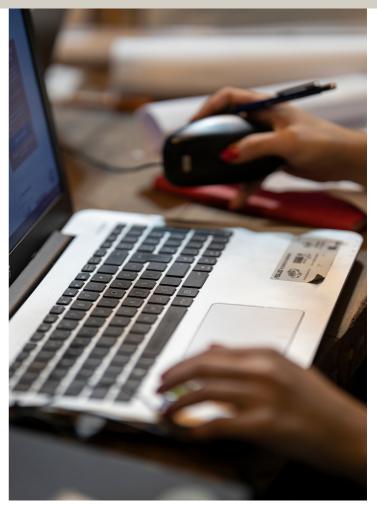


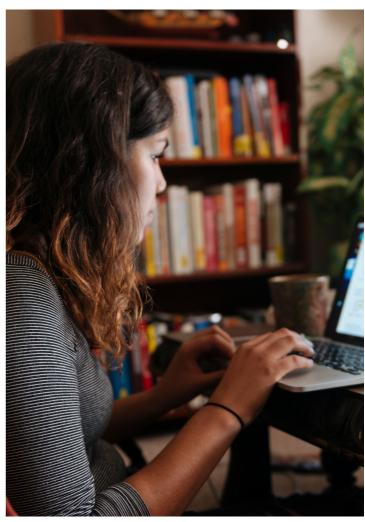
LEARN FROM HOME!

When you enroll in Adult Basic Education, you not only have access to in-person and online classes, but also to a variety of free Distance Learning platforms that you can access outside of class from the comfort of your home computer, or using an iPad checked out from your local ABE classroom lab. Distance Learning courses increase your access to high quality instructional content and are supported by the Distance Learning Coordinator who is available to answer questions and help as needed.

Request an account from an ABE teacher on a platform listed below!

- Burlington English: ESL prep including: Careers, Civics, General English, Grammar and Reading
- CommonLit: ESL and ABE/GED prep including: Grammar, Reading, Vocabulary, and Writing
- EdReady: ABE/GED prep including: Grammar, Math, and Reading
- GED Ready: GED prep including: Math, RLA, Science, and Social Studies
- IXL: ABE/GED prep including: Grammar, Math, Reading, Science, Social Studies, and Vocabulary; School Code: @nwminnesota
- Khan Academy: ESL and ABE/GED prep including: Computing, Grammar, Life Skills, Math, Reading, Science, Social Studies, and Test Prep
- Moby Max: ESL and ABE prep including: Early Reading, Grammar, Math, Phonics, Reading, Science, Social Studies, Vocabulary, and Writing; School Code: MN14975
- Quill: ESL and ABE/GED prep including: Grammar and Writing
- ReadTheory: ESL and ABE/GED prep including: Reading and Writing
- ReadingHorizons: ESL and ABE prep including: Phonics, Pronunciation, Reading, and Vocabulary; Site Login: Northwest
- Townsend Press: ESL and ABE/GED prep including: Grammar, Reading, Vocabulary, and Writing
- USA Learns: ESL and Citizenship prep including:
 Citizenship, Grammar, Life Skills, Pronunciation, Reading,
 Speaking & Listening, Vocabulary, and Writing



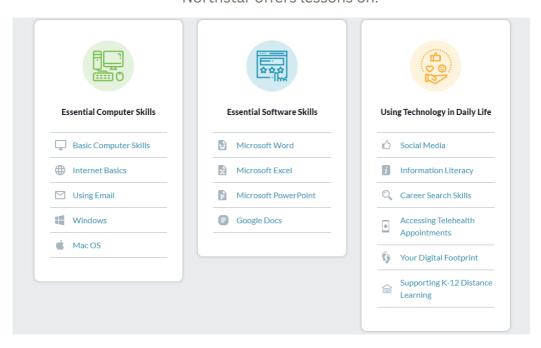


WHAT IS NORTHSTAR?

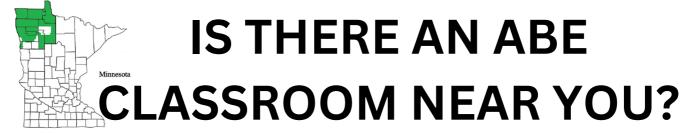


Northstar Digital Literacy is a program developed by Literacy Minnesota that gives adult learners the opportunity to improve and demonstrate their digital literacy skills. Northstar Digital Literacy defines basic skills needed to perform tasks on computers and online. Online, self-guided modules assess the ability of individuals to perform tasks based on these skills. Northstar allows end users to freely take the assessments from anywhere via their homepage, however, individuals can also go to an approved Northstar location (including our ABE classrooms) to obtain the Northstar Digital Literacy Certificate when they pass the assessments. Certificates provide an important credential for employment, as even entry-level jobs increasingly require basic computer skills. Certificates also certify end user ability to complete computer skills needed in higher education, and demonstrate their ability to use social media and online information thoughtfully. If individuals do not pass, personalized assessment results provide a roadmap to relevant instruction, allowing them to retake the assessment once they have mastered the necessary skills. Northstar also includes learning resources to support adult learners to master the standards outlined. Learning resources include classroom curriculum that can be used in person or remotely, and Northstar Online Learning, which provides self-directed instruction and practice for individuals.

Northstar offers lessons on:



Our ABE students get access to Northstar's Digital Literacy Resources in every classroom!



Northwest Service Cooperative serves adult literacy needs for twenty-nine school districts in northwest Minnesota! You can search for an ABE program near you by visiting the Minnesota Literacy Council's <u>Adult Literacy Hotline</u> (www.mnliteracy.org/hotline) or by calling 1-800-222-1990, or texting 612-424-1211.



BAGLEY ABE

204 Park Avenue NW Bagley, MN 56621 Ph 763-453-0317



BEMIDJI ABE

NTC Room 220 905 Grant Avenue SE Bemidji, MN 56601 Ph 218-333-6670



CLEARBROOK ABE

Clear Waters Life Center 266 2nd Avenue SW Clearbrook, MN 56634 Ph 763-453-0317



CROOKSTON ABE

Crookston CareerForce - Suite 5 2015 Sahlstrom Drive Crookston, MN 56716 Ph 763-453-0320



EAST GRAND FORKS ABE

NCTC Office Room 520 2022 Central Avenue NW East Grand Forks, MN 56721 Ph 218-793-2380



GONVICK ABE

Clear Waters Life Center 226 Elm Street Gonvick, MN 56644 Ph 763-453-0317



NEVIS ABE

Nevis Community Educ Room 315 3rd Avenue Nevis, MN 56467 Ph 218-689-5973



PARK RAPIDS ABE

Park Rapids High School Room 708 401 Huntsinger Avenue Park Rapids, MN 56470 Ph 218-689-5973



ROSEAU ABE

Roseau Public Library 121 Center Street East Roseau, MN 56751 Ph 763-453-0316



THIEF RIVER FALLS ABE

NCTC Room 115 1101 Highway One East Thief River Falls, MN 56701 Ph 218-683-8764



WARROAD ABE

104 Roberts Avenue NE Warroad, MN 56763 Ph 763-453-0316



WINEMAC ABE

WinEMac High School Library 23130 345th Street SE Erskine, MN 56353 Ph 763-453-0320

For more information, check out our new website!





WELCOME TO ADULT BASIC EDUCATION!

E helps adults improve basic reading, writing or math skills, a GED diploma or finish their high school credits, improve English language skills (ESL) and much more!

WE OFFER FREE CLASSES FOR ADULTS.



PROGRAMS WE OFFER!











COLLEGE & CAREER



CITIZENSHIP

http:// northwestabe.org