

## Parents' Guide to Adult Education 2008-09

For more than 40 years, the Department of Education has provided adult education services to New York City residents. Our programs are designed to meet the diverse needs of New Yorkers. Many New York City parents use our classes to acquire the literacy skills or basic educational background they need to get involved in their children's education.

### What are Adult Education classes?

The Office of Adult and Continuing Education offers three types of class for New York City's adult learners. These classes are:

- **Basic Education** – Literacy through preparation for the General Educational Development (GED) test;
- **English as a Second Language (ESL)** – beginning to advanced levels; and
- **Career and Technical Education (CTE)** – computer literacy, health careers, technology, auto mechanics, carpentry, plumbing, and electrical training.

Classes are offered throughout the five boroughs at all times of the day to meet the scheduling needs of students. All New York residents over the age of 21 are eligible to enroll in Adult Education classes, regardless of their immigration status and regardless of whether they have already earned high school diplomas.

### How can I enroll in an Adult Education class?

Each borough has a Learning Center where adult students can register for classes. The contact information for each borough's Learning Center is listed on the back of this guide. Students registering for classes will be asked to come in for an interview where they will be given a description of the available class offerings. Then, students will go through an assessment session with a case manager. Upon completion of the assessment, students are placed according to their needs.

Students registering in a basic education, ESL, or GED class do not need to provide their social security numbers. Students who register in a CTE class that leads to certification may be asked to provide social security numbers or different documents to verify their identities for job placement.

Students can be registered to a class in any of the five boroughs, regardless of their home address.

### Do Adult Education classes cost anything?

There are no fees for Basic Education, ESL, and GED classes. Some of the career and technical education classes require students to purchase textbooks and supplies.

### How can I help create an Adult Education program in my child's school?

Too many of our City's parents lack the language skills or basic education skills they need to be active, supportive participants in their children's education. Many schools have taken advantage of the services offered by the Office of Adult and Continuing Education by creating an Adult Education program for parents. If you'd like to create an Adult Education program in your school, ask your principal or parent coordinator. Each borough has at least one Adult Education Principal who can help your school set up an Adult Education program. You can contact your borough's Adult Education Principal by calling your Learning Center (information on the next page).

## Who to Call for More Information:

School	Borough	Address	Phone Number
1 & 2	The Bronx	<b>Bronx Adult Learning Center</b> 3450 East Tremont Ave., Room 323 Bronx, NY 10465	718-863-4057
4	Manhattan (also covers Staten Island)	<b>Alternative Education Complex</b> 500 8th Avenue, (35th street) 7th floor N.Y., NY 10018	212-868-1650
5	Manhattan	<b>Mid-Manhattan Adult Learning Center</b> 212 West 120th Street New York, NY 10027	212-666-1919 or 212-666-1920
7	Brooklyn	475 Nostrand Ave., Rm. 112 Brooklyn, NY 11216	718-398-7668
8 & 9	Brooklyn	<b>Brooklyn Adult Learning Center</b> 475 Nostrand Avenue Brooklyn, NY 11216	718-638-2635
10	Queens	<b>Queens Adult Learning Center</b> 42-15 Crescent Street, 7th floor Long Island City, NY 11101	718-361-9480
11	Queens	90-27 Sutphin Blvd Jamaica, NY 11435	718-557-2567