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# Special Programs and Services

## Adult Education

- GED Preparation
- Academics Refreshment
- Workforce Credentialing
- English as a Second Language

The Adult Education Program gives adults age sixteen and older, who are not enrolled in school, the opportunity to prepare for the GED exam and/or strengthen skills in English, math, reading, writing, science, and social studies in order that he/she can attend college, obtain employment, or advance in current employment. Each learner is assessed and placed in a personally-prescribed study program.

As part of the workforce credentialing initiative in Alabama, the Adult Education Program aids in preparing adults for the WorkKeys assessment toward receiving a Career Readiness Certificate. This certificate documents skills levels obtained by the individual and aids in job application.

The Adult Education Program offers English as a Second Language instruction to foreign-born persons living in Northwest Alabama. Learners practice reading, writing, and speaking English needed to function in the United States. Learners are introduced to the English language through one-on-one and computer-assisted instruction. Learners are given information on steps to becoming a U.S. citizen, how to advance their education, and ways to improve their lives in Northwest Alabama.

Adult Education classes are available on both the Muscle Shoals and the Phil Campbell campuses and at various off-campus sites throughout the Northwest-Shoals Community College service district. Day and evening classes are offered, and an on-line option is also available for busy adults whose work schedules or other responsibilities do not allow them to attend classes. Classes are free of charge and all materials are provided. For information on current class locations and times, or other questions, please call the Adult Education Office at 331-5440.

## GED Testing

The College offers General Educational Development (GED) testing on both campuses. The 7½ hour exam tests academic knowledge and skills in core areas required in a traditional high school curriculum. The five test areas include Language Arts, Writing; Social Studies; Science, Language Arts; Reading; and Mathematics. Instruction at no charge, through Adult Education classes is recommended prior to taking the GED exam. For information on test dates and fees, phone 331-5443 (Muscle Shoals Campus) or 331-6297 (Phil Campbell Campus).

## Choices for Success

“Choices for Success” is a program that can open doors to both men and women who want to make positive changes in their lives.

In this program, trained counselors will help participating individuals discover their own special interests, skills, and abilities; provide them with assertiveness training; and help them to increase their self-esteem and build self-confidence. Participating individuals will also receive information on career choices and the process needed to achieve their chosen career. A series of lectures on job seeking skills will also be offered. Individuals will be guided through the steps of writing a resume, sending the resume to prospective employers, conducting themselves appropriately in an interview, and what to do after the interview. A number of invited speakers will also provide information on the available resources in the community.

Students will receive college credit for this course. All tuition costs, books, and materials for this course are usually paid for by the Carl Perkins Education Act and administered by the Alabama Department of Postsecondary Education. Childcare and transportation needs can be met for most qualifying individuals. “Choices for Success” can be a wonderful “beginning” for any student at the College. Special emphasis is placed on students attempting to continue “their chosen course” of study.

For further information, please contact the Choices for Success Coordinator, at 331-5322.

## Services for Persons with Disabilities

The College has the following physical facilities for disabled students:

1. All parking lots have designated parking areas equipped with wheelchair ramps and guard rails.
2. Restrooms are equipped with holding rails and stalls large enough to accommodate wheelchairs.
3. All buildings have elevated entrances to accommodate wheelchairs.
4. Drinking fountains and lavatories are designed to accommodate wheelchair persons.
5. The residence hall facility has rooms designated to accommodate the physically challenged.

All programs and facilities are available for qualified disabled applicants. Career guidance is available to assist disabled applicants in selecting a program in which they can be reasonably sure of success. Counselors and academic advisors will assist applicants in selecting an appropriate program of study. If needed, appropriate accommodations are available for disabled students through the ADA office.

Students who believe that special instructional accommodations should be made for them due to a disability should obtain an Accommodations Request Form from the ADA Coordinator, 331-5321. Information regarding special accommodations is also included in each course syllabus. It is the student's responsibility to request accommodations. Documentation of need for accommodation may be required. The College will make every effort to provide reasonable accommodations.

## Workforce Investment Act (WIA)

This program is designed to help persons vocationally displaced who are economically disadvantaged.

Alabama's Career Center Systems was developed to address the WIA principle requiring a One-Stop system of delivering services to customers. This system was designed to offer a variety of services to customers through coordinated efforts of several agencies including the Alabama Department of Economic and Community Affairs (ADECA), the Alabama Department of Industrial Relations (DIR), the Alabama Department of Rehabilitation Services (DRS), the Alabama Department of Education/Adult Education, the Alabama Department of Human Resources (DHR), the Alabama Department of Senior Services, the Alabama Department of Postsecondary Education, and Housing and Urban Development (HUD) Employment and Training Activities. Linkages and partnerships among agencies result in a cost-efficient, seamless environment for those customers who desire services.

Customers, as defined in WIA, are job seekers and employers. Job seekers receive services such as training, education, and other employment-related services depending upon their individual need. Employers have a single point of contact to provide information about current and future skills needed by their workers and to list job openings. One of the benefits to employers that this system offers is helping them find ready skilled workers who meet their needs.

For further information, please contact the North Alabama Skills Center at 381-0611 (Shoals area) or 332-7672 (Russellville area).

## Upward Bound Program

The Upward Bound Program is funded through the U.S. Department of Education and sponsored by the College, both Phil Campbell Campus and Shoals Campus. The program serves high school students of Colbert, Franklin, Lauderdale, Lawrence, Marion, and Winston Counties.

The purpose of this program is to generate in its participants additional academic and motivational skills necessary for success in secondary and postsecondary education. Program participants are selected from area high schools based on criteria mandated by the U.S. Department of Education.

The Upward Bound Program consists of an academic component and a summer component. The academic component focuses on cultural enrichment and supplemental support to assist the students in subject areas in which they may experience the most difficulty (tutoring sessions). The summer component consists of a six-week residential program which focuses on exposing program participants to college life, and obtaining some college credit.

For further information, please contact the Phil Campbell Campus at 331-6277 or the Shoals Campus at 331-5357.

## Educational Talent Search

The Educational Talent Search Program is funded through the U.S. Department of Education and sponsored by the College, located on both campuses. The program is designed to assist eligible participants to enter, continue in and graduate from high school and to enroll in a program of postsecondary education or training. The program works with students in grades 6 through 12 (ages 11 through 27) as well as dropouts and stopouts in Colbert, Franklin, Lauderdale, Lawrence, and Winston Counties in Alabama and Lawrence and Wayne Counties in Tennessee. In this program, trained counselors seek out qualified individuals who need help. Through counseling and advising, the counselors motivate participants to continue their education. They assist students in making career choices, selecting a college, deciding on proper courses of study and obtaining financial aid. The academic component focuses on cultural enrichment and supplemental support to assist students in subject areas in which they may experience the most difficulty.

For more information, please contact the Tusculumbia Project Director at 331-5348, the Tennessee Valley Project Director at 331-5327, or the Phil Campbell Project Director at 331-6238.

## Out-Of-School Youth Success Program

The Out-of-School Youth Success Program provides opportunities for economically disadvantaged youth to enhance their quality of life through continuing education and career development. The program is designed for out-of school youth ages 14-21, located in Colbert, Franklin, Lauderdale, Lawrence, Marion, and Winston counties.

The program is perfect for students who have not been able to successfully complete their education, and find themselves unprepared once they leave or complete school, or need occupational training to obtain employment.

Youth Success Coordinators for each county can provide assistance in developing:

- Basic skills and occupational skills training
- Assistance with transition to adult basic education or college
- Free GED assistance and tutoring
- Tuition for up to 16 credit hours for two semesters plus books and supplies
- Up to 104 weeks of tuition assistance for qualifying participants
- Workforce readiness training
- Paid employment opportunities including work experience and on-the-job training.

To participate, qualifying youth may contact the Youth Success Coordinator for their county or the College directly to be referred to the Youth Success Program (331-5359).

The College administers this program through a Workforce Investment Act grant from ADECA.

## Southeastern Anthropological Institute

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The Southeastern Anthropological Institute (SAI), housed on the Shoals campus of Northwest-Shoals Community College, was conceptualized in the summer of 2005 and formed as a result of all its principal founders' dedication to research and education pertaining to Southeastern Indians. SAI was incorporated as a non-profit in the State of Alabama on February 8, 2006. SAI is developing programs to create an awareness and understanding of Southeastern Indian history and culture through education, outreach, and research and to bring these elements together in one location. SAI is developing programs dedicated to education through teacher workshops, summer camps, and classroom presentations. Permanent exhibits and traveling exhibits pertaining to Southeastern Indian history, arts, culture, and languages will be developed. Outreach to Southeastern affiliated tribes and their participation in SAI programs is very important. SAI is currently involved in archaeological site projects, archaeological site preservation, artifact preservation, mapping of Indian Removal routes of 1838, digital imaging of artifacts and historically significant primary source documents.

The Southeastern Anthropological Institute was formed by Native American educators, archaeologists, anthropologists, and artists, all working together to ensure and enhance the participation of the Native American community in historical and anthropological studies related to Southeastern Indian cultures, past and present. Removal of the Cherokees, Chickasaws, Choctaws, Creeks, and Seminoles, commonly known as the Trail of Tears (1830-1840) is a major focus of the museum archives and library. The archives and library will house a comprehensive collection of published books and manuscripts, military records, primary source documents, rolls and census records, and nineteenth century maps. The museum will provide a visual look at the Trail of Tears in all of its aspects. As such SAI is especially well suited for effectively conducting educational, outreach, and research programs for and with Native Americans, teachers, scholars, students of all ages, and the general public.