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# Special Programs

## **Adult Education**

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

The Adult Education Program gives adults age seventeen 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 they 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 National Career Readiness Certificate (NCRC). This certificate documents skill 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 256.331.5440.

## **GED Testing**

The College offers General Educational Development (GED) testing on both campuses. The four test areas include Language Arts, Social Studies, Science, and Mathematics. Instruction at no charge, through Adult Education classes, is recommended prior to taking the GED exam. For information call 256.331.5443 (Shoals Campus) or 256.331.6297 (Phil Campbell Campus).

## **Wellness Program**

Northwest-Shoals Community College's fitness center is available to students and the community who are 16 years of age or older. The wellness program has been designed to help people achieve optimum health and well being through evaluation, education, and exercise.

The Fitness Center is located on the Shoals Campus in the multi-purpose center and on the Phil Campbell Campus in the gymnasium. Equipment includes a stair climber, stationary bicycles, recumbent bicycles, rowers, weight machines and treadmills.

After enrolling at the fitness center, an evaluation is given prior to beginning any exercises. Occasionally participants may need a release from their physician before being allowed to exercise. For more information call 256.331.5377 Shoals Campus or 256.331.6260 Phil Campbell Campus

## **Academy for Lifelong Learning Senior Citizens Program**

Offered through the College's Community Services Program, the Academy for Lifelong Learning is an opportunity for senior citizens (age 55 and up) to continue expanding their minds as well as forming new friendships and engaging in new and exciting social activities. The yearly membership fee for the Academy is \$80 (\$40/Semester). For more information call Malea Milstead 256.331.5297.

## **Workforce Solutions**

The Workforce Solutions Division is located on the Shoals Campus works with area companies to meet specific training needs. If traditional classes, whether academic or technical, do not meet the employee development needs of a company, a Workforce Solutions coordinator will work with company representatives to develop training programs, locate a qualified instructor to teach classes, and set the training to the company's schedule. The coordinator will also monitor the class, along with company representatives, to make sure the employees are reaching the company's desired outcomes.

For more information contact the Workforce Solutions Director at 256.331.5289 or [wgarner@nwsc.edu](mailto:wgarner@nwsc.edu) or the Workforce Solutions coordinator at 256.331.5325 or [cari.mccanless@nwsc.edu](mailto:cari.mccanless@nwsc.edu).

## **WorkKeys®**

Across the country, employers, educators, labor organizations, and state agencies are working together to ensure that students and employees in their communities are adequately prepared for higher-skill, higher-wage jobs. Northwest-Shoals Community College serves as a contact for WorkKeys profiling, assessments, and skill training. WorkKeys®, ACT's comprehensive system for improving the workforce, can serve as a rallying point for these efforts.

Using WorkKeys,

- Employers can identify and develop workers for a wide range of skilled jobs.
- Students and workers can document and advance their employability skills.
- Educators can tailor instructional programs to help students acquire the skills employers need.

By contributing to a stronger workforce, WorkKeys helps strengthen the nation's economic health.

## **Workforce Investment Opportunity Act (WIOA)**

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 Community College System (ACCS), 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 256.381.0611 (Shoals area) or 256.332.7672 (Russellville area).

## **Ready-To-Work Program**

The Ready-To-Work Program is a grant-funded, workforce development training program sponsored by Northwest-Shoals Community College. The program is free to residents who live in the College's service area and are ages sixteen years old and above. The Ready-To-Work Program is operated by the Alabama Department of Postsecondary Education through the Governor's Office of Workforce Development in cooperation with Alabama's Industrial Development Training (AIDT). The training curriculum is set to standards cited by business and industry employers throughout the state as well as skills cited in the U.S. Department of Labor's Secretary's Commission on Achieving Necessary Skills (SCANS) Reports.

Upon successful completion of the program, students receive two workforce development credentials: the Career Readiness Certificate (WorkKeys certification) signed by the Governor of Alabama and the Alabama Certified Worker Certificate (ACW) signed by Alabama's Industrial Development Training (AIDT) director. The Ready-To-Work credentials help employers show a person's abilities and measures the skills that employers seek. The mission of the program is to assist citizens in Alabama to find employment, find better employment and/or to receive needed additional training. The certifications that are earned improve the marketability and employment opportunities for program graduates.

For more information, please contact the Ready-To-Work Coordinator at 256.331.5248. .

## **Out-Of-School Youth Success Program**

The Out-of-School Youth Success Program assists and encourages eligible youth, ages 16-24, in developing an educational and career plan, which may include the achievement of their GED, and/or postsecondary completion to achieve the goal of employment in their chosen field. Career Advisors are located in Colbert, Franklin, Lauderdale, Lawrence and Winston counties.

Program services include assistance with:

- Transition to Adult Education
- College enrollment
- Tutoring
- Personal Development workshops
- Job readiness skills
- Job placement

For more information, call 256.331.5262.

The College administers this Workforce Innovation and Opportunity Act grant through the Alabama Department of Commerce.

## **Educational Talent Search**

The Educational Talent Search Program is funded through the U.S. Department of Education, sponsored by the College with projects 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 and complete 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 stop-outs in Colbert, Franklin, Lauderdale, Lawrence, and Winston Counties in Alabama and Lawrence and Wayne Counties in Tennessee. In this program, trained counselors/advisors seek out qualified individuals who need help. Through counseling and advising, they motivate participants to continue their education. Program participants receive academic advising, assistance in course selection, preparation for college entrance exams, assistance with college and student financial aid applications, connections to services to improve financial literacy, personal and career counseling and connections to high quality academic tutoring.

For more information, please contact:  
Educational Talent Search Director at 256.331.5348

## **Upward Bound Program**

The Upward Bound Program is funded through the U.S. Department of Education and sponsored by the College, at both the Phil Campbell Campus and the Shoals Campus. The program serves high school students of Colbert, Franklin, Lauderdale, 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 256.331.6277 or the Shoals Campus at 256.331.5357.

## **Northwest-Shoals Broadcasting**

NW-SCC Broadcasting (NWSB) was created to work with the College's Distance Education program through the use of Comcast Cable Channel 192. The College provides educational and community programming 24-hours a day, seven days a week. NWSB programming is also available in the Russellville area on Charter Channel 182. Cable subscribers are able to enroll in classes that meet the demands of today's busy lifestyles. We are proud to serve our students and all of northwest Alabama with an alternative method of accessing the educational opportunities available at the College. NWSB has broadened its functions through the years to include filming and recording various student activities, college ceremonies, commercials for the College, and various community and statewide events. We would like to welcome you to take advantage of the wealth of knowledge that can be obtained from viewing NWSB. For additional information, please visit the College website at [www.nwsc.edu](http://www.nwsc.edu) or call 256.331.5277.

## **Library Services**

Northwest-Shoals Community College has two library locations: the James A. Glasgow Library on the Phil Campbell Campus and the Larry W. McCoy Learning Resources Center on the Shoals Campus. Library services at the Phil Campbell and the Shoals Campuses support the various instructional programs and courses of the College with a total collection of over 64,000 books, several hundred periodicals, newspapers, and vertical file material. The libraries are members of the Library Management Network. Through this network, the holdings of the libraries are available via the Internet. Over 41,000 E-books, electronic versions of printed books, are accessible via the LMN website ([www.lmn.lib.al.us](http://www.lmn.lib.al.us)). Internet access to the Alabama Virtual Library provides a variety of information through periodical indexes and resources. Library orientation is provided through individual or scheduled group sessions. The library is open 56 hours per week, except for holidays. Distance education students may access information on library resources as well as a library orientation on the college library website. The library phone numbers are 256.331.5283 (Shoals Campus) and 256.331.6271 (Phil Campbell Campus).

## **Library Regulations**

Students registered for class at the College may use library materials on presentation of their student ID card. Materials generally circulate for a period of two weeks. Students with overdue materials must clear their obligations at the end of each term; otherwise, the student will not be permitted to register for further studies with the College.

Community citizens who wish to borrow materials may also be issued a library card by simply providing their full name, current address, and phone number. Only two books per person may be checked out at a time.

## **Alabama Technology Network Muscle Shoals Center**

The Alabama Technology Network of the Alabama College System links two-year colleges, the University of Alabama System, Auburn University and the Economic Development Partnership of Alabama to solve the needs of industry. Each ATN regional center tailors its services to meet local needs, providing innovative and cost-effective solutions to enable Alabama's existing industry to be globally competitive. The network is Alabama's affiliate of the National Institute of Standards and Technology's Manufacturing Extension Partnership, which provides hands-on assistance and training to smaller manufacturers. The Alabama Technology Network is committed to meeting customer requirements and increasing customer satisfaction through the quality management system. After initially receiving ISO 9001:2000 certification, ATN then transitioned to the ISO 9001:2008 Quality Management System standard. ATN-Muscle Shoals center specializes in environmental, health and safety training and technical assistance. For more information, please contact 256.331.5422 or visit <http://www.atn.org>.

## **Shoals Campus Child Development Center**

The College Child Development Center is an on-campus child care facility for pre-school children of Northwest-Shoals Community College students, faculty and staff, and for the community. The center is open from 7:00 a.m. until 5:00 p.m. and will operate on the same calendar schedule as the College contingent on adequate enrollment. A parent or guardian must register a child before he/she will be allowed to stay in the care of the center staff. The Shoals Center serves children 2 to 5 years old who are potty trained. To register a child, please obtain a form at the Shoals Campus Child Development Center at 256.331.5245. (N.A.E.Y.C. Accredited Site)

### **Discounts:**

Children of Northwest-Shoals Community College students, faculty and staff are eligible for a discounted tuition rate. Childcare Management Agency (CMA) assistance is accepted as well as scholarships that are available. For more information on these scholarships, contact the Shoals Campus Child Development Center at 256.331.5245.

### **Pre-Kindergarten Program**

A state supported pre-K program for 18 children who are four years old is available on the Shoals Campus. A minimal sliding fee for program services is assessed and may be charged. Hours of operation for this program are 7:45 a.m. until 2:15 p.m. Before and after school care are also available for pre-K students. For more information, call the Shoals Campus Child Development Center at 256.331.5245.

### **Summer School-Age Child Care**

On campus school-age care is offered in the Child Development Center during the summer term for children and serves preschool ages that are potty trained from 2 1/2 years old to age 6. This service will be available from 7:00 a.m. until 5:00 p.m., Monday through Friday for children of students, faculty, staff, and community contingent upon adequate enrollment. Pre-registration is required. For more information and fee rates, contact the Shoals Campus Child Development Center at 256.331.5245.

### **“Kids In College”**

Offered through the College’s Child Development Program, the “Kids in College” summer education program provides a unique learning opportunity for children who are home or visiting in the summer. “Kids in College” is specially designed for children entering grades K-6. The camp brings children onto the Shoals Campus and into the classroom for lots of fun while learning. Children participate in age-grouped classes that provide hands-on, non-graded academic, creative, physical, and wellness activities. For information and dates contact the Child Development Center at 256.331.5245.