

ADULT BASIC EDUCATION (ABE)/GED® CLASS INFORMATION 2021-2022



Thank you for your interest in taking GED® classes at the Adult Learning Center (ALC). This document provides information about the ALC and its ABE/GED® program.

Adult Learning Center Contact Information

- Address: 5100 Cleveland Street, VB, VA 23462
- Website: adultlearning.vbschools.com
- Main Office Phone: (757) 648-6050
- ABE/GED® Coordinator: Dr. Heather Allen

Student Eligibility for ALC GED® Classes

- Students must be at least 18 years old and not enrolled in a private or public school.
- Students must have a valid, current government-issued photo ID for proof of age and identity. For GED® testing, Pearson VUE requires all test takers to have a valid, current ID.

Orientation (Required for all students)

NEW for the 2021-2022 school year is the requirement that any student who wants to enroll in ABE/GED® classes at the ALC is required to attend an orientation session before they can participate in placement testing.

Orientation sessions for classes beginning in September will be held at the ALC on the following dates/times:

- Monday, August 23 – 8:30 a.m., 12:15 p.m., 6:30 p.m.
- Wednesday, August 25 – 8:30 a.m., 12:15 p.m., 6:30 p.m.

Students should attend one orientation session scheduled at their preferred GED® class time.

Each session will last approximately one hour. Participants should not bring family members/guests to the session as space is limited.

Placement Evaluation (Required for all students)

Students who have attended an orientation session will be eligible to participate in a placement evaluation for ABE/GED® classes. Testing appointments for the week of August 30 to September 2 will be assigned at orientation sessions. During the placement evaluation, students take the TABE (Test of Adult Basic Education) reading and math tests. Students must pay \$5.00 to take the placement test, and the evaluation process takes between 4-5 hours.

A student's TABE reading and math scores determine his/her eligibility for and placement in GED® classes. Students who do not earn a TABE reading score of 472 or higher (third-grade level or higher) will not be eligible for classes because the ALC does not offer reading classes at the Beginning ABE Literacy or Beginning Basic Education levels at this time.

Class Schedules

The ALC offers GED® classes during the day and the evening on the following days/times:

- Monday through Thursday, 8:30-11:30 AM
- Monday through Thursday, 12:15-3:15 PM
- Mondays and Wednesdays, 6:30-9:00 PM

Teachers provide instruction to students in all four content areas of GED® tests: reading, social studies, math, and science.

Class Fees

Fees are not refundable. Non-resident fees must be paid monthly to remain in the program.

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| Day Classes | Virginia Beach residents \$30 registration fee | Non-residents \$40 per month |
| Evening Classes | Virginia Beach residents \$30 registration fee | Non-residents \$30 per month |

Attendance

Regular attendance is extremely important to ensure a student's personal goals are met and to remain enrolled in the ALC's ABE/GED® program.

- A student who has been absent more than two (2) times per month during DAY classes or more than one (1) time per month during EVENING classes will be considered for withdrawal from the program.
- Students who are more than 15 minutes late to class will be marked as absent.
- Students are expected to notify their teacher(s) if there are circumstances that cause an interruption in attendance (i.e. illness, technology problems, transportation problems, etc.).
- Students with documented reasons for absences must have the program coordinator's approval to continue taking classes.
- A student who is withdrawn from the ALC's ABE/GED® program due to absences or other reasons must have the ABE/GED® coordinator's approval to re-enter the program and must pay the registration fee again.

GED® Test Vouchers

- Students enrolled in the ALC's ABE/GED® classes will have the opportunity to earn free GED® test vouchers.
- Vouchers are given to students upon approval of the ABE/GED® coordinator based on student attendance, academic gains, and scores on GED® Ready tests.

Technology Requirements and Supplies

- ALC students are required to have a Gmail address to participate in Google Classroom instruction and activities and to receive ALC communications.
- ALC students are expected to create and maintain a single GED® account on the website www.GED.com.
- Students also will need classroom supplies such as: pencils, pens, 3-ring binders, etc. Teachers will discuss required supplies with their students.
- The ALC is scheduled to offer classes in-person when classes resume in September 2021; however, if the ALC is required to adjust operations to virtual classes due to health mitigation strategies, ALC students must have access to a laptop/computer with a webcam in order to participate virtually in ABE/GED® classes and in required testing. Smartphones and tablets cannot be used for testing.

Taking the GED® Test

- The ALC's GED® classes help prepare individuals to take the GED® test; however, students are not required to be enrolled in GED® classes to take a GED® test.
- GED® tests are currently available in both English and Spanish.
- To schedule a GED® test, individuals must create a free GED® account on the website www.GED.com. With that account, individuals can access free resources and take online classes. Individuals also can take GED® Ready tests to determine how prepared they are to take the GED® test.
- If you have questions about the GED® test, please visit the GED® website, call 1-877-392-6433, or email help@ged.com.
- To read more about Virginia's GED® policies, visit <https://ged.com/policies/virginia/>.