

The POWER (Providing Opportunities for Workforce Education Review) program at GTCC offers free courses to adults with intellectual disabilities who have the academic and adaptive skills to be successful in a college classroom setting. Our program is designed to increase reading, writing, math, computer literacy and workforce skills with a goal of further academic study and/or employment. Below **are the steps for enrollment as well as the ongoing requirements for participation in the program:**

1. Contact the Program Coordinator at (336) 334-4822 extension 53049 to learn more about the program and whether it may be a good fit for the candidate seeking entry. Factors impacting this determination:

- a. Does the individual have goals to increase academic and workforce skills?
- b. Does the individual's academic history document the ability to demonstrate an increase in math, reading, and writing skills?
- c. Does the individual's academic history document the ability to complete a standardized assessment?
- d. Does the individual's academic history document the ability to participate in a classroom environment? Can the individual participate in classroom activities; communicate with other students, communicate with the instructor, follow directions, complete assignments?
- e. Does the individual's history document that the candidate can demonstrate appropriate social and behavioral skills?
- f. Is the individual able to navigate the college campus independently?
- g. Is the individual willing and able to commit to attending classes as scheduled?

2. If it is determined that the candidate might be a fit for the program, then an interview will be scheduled with the program coordinator. During this interview, any questions regarding the person's documentation will be asked, and the candidate will have the opportunity to share with the coordinator his or her goals. During this interview, the candidate will need to provide two (2) **Adaptive Behavior Checklists** completed by professionals who have had direct experience with the candidate (ex: teacher, social worker, therapist, employment supervisor). Individuals who are unable to demonstrate mastery in any category may not be enrolled into GTCC's Adult Education programs. These may be submitted via sealed envelope or email to the Program Director, Krystal Gossett, [kbgossett@gtcc.edu](mailto:kbgossett@gtcc.edu), fax (336) 358-2181

The college's mailing address is Guilford Technical Community College, PO Box 309, Jamestown, NC 27282.

3. If available, the candidate should bring the most current copy of his/her **Psychological Evaluation and IEP or 504 Plan** in a sealed envelope to the interview. This will be shared with GTCC's DisAbility Access Services staff to determine if any classroom or testing accommodations are needed.

4. If a candidate advances beyond the interview process, then the person will be scheduled for a standardized **literacy assessment**, the TABE (Test of Adult Basic Education) or CASAS (Comprehensive Adult Student Assessment System). If the candidate has the ability to complete the standardized assessment and earn a valid score, then the individual will complete the orientation process and will be enrolled into a class based on their assessment results.

5. All Adult Education students will have their academic progress assessed at least twice annually on the TABE or CASAS test. Students must demonstrate an increased score on the assessment within a one year period. Failure to demonstrate an increased score may result in withdrawal from the program. Please refer to our **Ability to Benefit** policy. All students must also adhere to our **Student Code of Conduct**, and attend classes on a regular basis to maintain their enrollment status in the program. In addition, if at any time an enrolled student becomes unable to demonstrate mastery of the behaviors required on the Adaptive Behavior Checklist, GTCC reserves the right to reconsider the student's enrollment status in the program.