TCC attempts to help all students acquire the skills needed to reach their educational and occupational goals. TCC offers a variety of courses and support services to help students upgrade skills in reading, writing, communicating, and mathematics. Instruction in the English language for non-English speakers is available. Developmental Education is part of the coordinated system of learning assistance services which supports the individual’s educational goals. The objective of the program is to provide each student with an opportunity to assess and develop skills necessary to enter into college-level courses. Many Developmental Education courses are designed so that a student may begin at his or her current level. The rate of advancement is determined by the student. Courses are offered in mathematics, reading, study skills, grammar, writing and speaking for any student wishing to develop skills in these areas. These courses, numbered below 100, are described in the Credit Course Descriptions section beginning on page 84 under the following headings. As transitional courses, their credits cannot be applied towards certificate or degree requirements. Only college-level courses, numbered 100-299, are eligible.

- Communication Skills.
- English.
- Mathematics.
- Reading.
- Speech.
- Study Skills.
- Writing Center.

The Adult Basic Skills department offers a variety of classes for individuals wishing to improve basic reading, writing, math, conversation, employment, parenting and life skills. Programs include English as a Second Language, Adult Basic Education, GED preparation, vocationally focused basic skills courses, family literacy and programs designed for WorkFirst participants. Classes are offered at a variety of sites throughout Pierce County. Schedules include both daytime and evening classes.

To enroll in classes, students must first complete the CASAS appraisal assessment test and attend a new-student orientation. Note: Students under the age of 19 must be formally released from high school before enrolling in any Adult Basic Skills program. Individuals with visitor or international student visas are not eligible for Adult Basic Skills programs. For information about class schedules and locations, please call the Adult Learning Center at 253.566.5144.

**Program Cost:** Tuition for all basic skills programs is $25 per quarter. Some students may be eligible for tuition assistance.

### Adult Basic Education—English as a Second Language

Adult Basic Education/English as a Second Language classes are offered to help immigrants and refugees develop communication skills, function effectively on the job, and participate as members of the community.

- **AESL 001**
  **AESL Level 1 - Literacy**
  Students will learn English skills for basic survival needs. Basic reading, writing, speaking and listening skills will be covered.

- **AESL 002**
  **AESL Level 2 - Beginning**
  Students will learn English skills for basic everyday activities in the community. Students will begin to develop reading, writing, speaking and listening skills necessary to participate in family, community, and employment related activities.

- **AESL 003**
  **AESL Level 3 - Low Intermediate**
  Students will study real-life materials on familiar subjects related to family, citizen/community or worker roles. Students will begin to focus on more complex reading, writing, speaking, and listening skills and apply these skills to a variety of life situations.

- **AESL 004**
  **AESL Level 4 - High Intermediate**
  Students will learn to listen actively and participate in conversations about everyday activities and subjects. In addition, students will continue to read more complex material including descriptions and narratives. Students will begin to convey ideas through writing and learn to edit their own work.

- **AESL 005**
  **AESL Level 5 - Low Advanced**
  Students will learn to actively participate in conversations related to everyday activities, work and social situations. Students will practice reading and interpreting real life materials including charts, graphs and tables. Students will learn to convey complex ideas in writing and use complete lengthy forms and applications. Students will work on critical thinking skills such as separating fact from opinion, drawing conclusions and predicting outcomes.

- **AESL 006**
  **AESL Level 6 - High Advanced**
  Students will learn to participate independently in complex conversations and organize and relay information effectively. Students will learn to monitor comprehension when reading difficult materials and write using complex grammatical structures.
**Adult Basic Education**

Adult Basic Education (ABE) classes are designed for adults who are already proficient in the English language, not enrolled in high school, and who wish to improve basic skills in reading, writing, and mathematics.

**ABE 001**
**ABE Reading Level 1 – Literacy**
Students will learn to read and understand simple material on familiar subjects. Students will learn to read simple and compound sentences, and will focus on skills related to immediate needs such as understanding directions, signs, maps, forms, simple job applications, and want ads.

**ABE 002**
**ABE Reading Level 2 – Beginning**
Students will learn to read and understand simple material on familiar subjects. Students will begin to focus on structure and context and will learn to read more complex materials such as pay stubs, medical forms, order forms, and job applications.

**ABE 003**
**ABE Reading Level 3 – Intermediate**
Students will learn to read and understand simple descriptions and narratives. Students will focus on vocabulary development and begin to make inferences, and compare and contrast information from texts.

**ABE 004**
**ABE Reading Level 4 – Advanced**
Students will learn to read and understand expository writing and a variety of materials such as newspapers, magazines, and journals. Students will learn to identify the main idea and use context clues to determine meaning.

**ABE 001**
**ABE Writing Level 1 – Literacy**
Students will learn to write simple notes and messages on familiar situations. Students will begin to learn basic sentence structure, grammar, and punctuation.

**ABE 002**
**ABE Writing Level 2 – Beginning**
Students will learn to write simple paragraphs with main idea and supporting details and begin to edit for spelling and punctuation.

**ABE 003**
**ABE Writing Level 3 – Intermediate**
Students will learn to write simple narrative descriptions and short essays on familiar topics. Students will continue to focus on punctuation, grammar, and sentence structure.

**ABE 004**
**ABE Writing Level 4 – Advanced**
Students will learn to compose multi-paragraph essays and write an accurate synthesis of oral instructions. Students will learn to identify...

**GENERAL EDUCATION DEVELOPMENT (GED)**

**GED Preparation Classes**
GED preparation classes are designed for individuals who wish to prepare for the five subjects covered on the General Educational Development (GED) exam. Test subjects include: Language Arts–Reading, Language Arts–Writing, Science, Social Studies and Mathematics.

**ASE 005**
**GED Basics Reading – Adult Secondary**
Students will learn to comprehend, explain, and analyze information from a variety of literary works including primary source materials and professional journals. Using context clues and higher order processes, students will interpret meaning of technical information, complex manuals, and some college level books.

**ASE 006**
**GED Advanced Reading – Advanced Adult Secondary**
Students will focus on the reading skills necessary to successfully complete the reading, science, and social studies sections of the GED.

**ASE 005**
**GED Basic Writing – Adult Secondary**
Students will learn to write with clearly expressed ideas supported by relevant detail, and use varied and complex sentence structure with few mechanical errors.

**ASE 006**
**GED Advanced Writing – Advanced Adult Secondary**
Students will focus on fine-tuning writing skills necessary for successful completion of the GED writing exam.

**ASE 005**
**GED Basics Math – Adult Secondary**
Students will learn to make mathematical estimates of time and space; apply principles of geometry to measure angles, lines, and surfaces; and apply trigonometric functions.