

## OTHER EDUCATIONAL OPPORTUNITIES

### Adult Education & Literacy (AEL)

Adult Education and Literacy is a local, state and national program designed to provide basic education skills at no cost to any student 16 years of age or older who is not presently enrolled in high school.

The program prepares participants for the General Educational Development (GED) test. Based on a satisfactory score on this examination, the State Department of Education will award the individual a Certificate of High School Equivalency. This certificate is recognized by employers and institutions as being equivalent to a high school diploma.

This program also offers classes for those who need or desire to improve their basic skills in reading, writing and math in order to receive a job or promotion, return to school or for personal betterment.

Community education centers have been established by the College in cooperation with area high school districts in the region. Students interested in this program may enroll at either the College or the high school in their community where one of these centers exists.

The College is also an accredited center for administration of the GED examination. Students who enter NCMC with a GED certificate are eligible for a scholarship. Students who score 2900 or higher on the test are eligible for a larger scholarship. For information, call NCMC at (660) 359-3622.

## **Business/Industry Training & Certification**

In addition to traditional college credit courses, North Central Missouri College offers specialized training programs for employees of area businesses, industries and agencies. Such programs can be designed to meet the specific training needs of organizations in an efficient and cost-effective manner. Depending upon the arrangement, employees in such courses may earn college credit, continuing education units (CEUs) or no credit at all. Classes may be taught on site or on campus.

NCMC instructors and consultants who provide the specialized training are professionals actively working in their fields and skilled at sharing their knowledge with adult students of all ranges of ability. Instructors may provide a single course, a short seminar or an organized program of classes. The subject matter can be condensed or expanded to fit the time allowed by the participating organization. Courses may be offered during working hours, at lunch breaks or after work. They can be prepared promptly and offered when needed without regard to the academic calendar of the College.

## **Continuing Education**

NCMC offers cultural and general information courses to area adults through continuing education classes. These non-credit courses can help you upgrade occupational skills or retrain for a different career. A variety of community education classes are available including computer classes, arts and crafts, personal improvement and more.

## **High School Dual Credit**

NCMC offers students at participating schools an opportunity to earn college credit while in high school. High school seniors and juniors, and under certain circumstances sophomores and freshmen, may take college credit classes in the high school and receive both college and high school credit. Students must meet the requirements set forth by the Missouri Department of Higher Education and meet NCMC's requirements for entry into specific courses.

Students who enroll in dual credit classes must complete the dual credit admissions process. A copy of the student's high school transcript is required for enrollment. Contact the Dual Credit office at ext. 1318 for more information.

## Technical Education Articulation (Tech Prep)

Tech Prep offers students a new way to save money and time completing an Associate in Applied Science degree or career Certificate. Students can earn the equivalent of college credit by participating in a Tech Prep program while in high school or at an area vocational/technical school.

Tech Prep credit is not intended to be used as transfer credit; however, it may be used to fulfill requirements in the following NCMC programs: Accounting, Agribusiness, Applied Technology, Business Management, Criminal Justice, Information Technology, Farm Management, Health Occupations and Business Technology. For a list of program requirements, simply request a career program brochure from the Admissions Office, 1-800-880-6180, or check out the NCMC website.

To receive credit for Tech Prep classes and have them apply toward a degree or certificate at North Central Missouri College, you must:

1. Enroll at NCMC within 15 months of graduation from high school or completion of the AVTS program. (This requirement is waived for the EMT program.)
2. Present a copy of your Tech Prep certificate along with your high school or AVTS transcript to NCMC at the time of application for admission.
3. Complete 12 hours of credit at NCMC, six of these must be in an NCMC vocational program of study.
4. Earn a 2.0 (“C”) grade point average in those 12 college hours.
5. Complete Form 3-A, Application for College Credit (available in Registrar’s Office) once you complete the 12 hours at NCMC and submit the form to the NCMC Registrar.

It is mandatory for a school official to mail one copy of the Tech Prep certificate to the Tech Prep Office at NCMC.

Tech Prep articulated credit is designed to assist students in obtaining an Associate of Applied Science degree at NCMC; this credit may transfer toward a baccalaureate degree if it is part of an Associate of Arts degree.

Articulation credit hours vary by program.

For more information about opportunities available through Tech Prep, contact the area coordinator at 660-359-3948, ext. 1278.

## Upward Bound

Upward Bound provides fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in pre-college performance and ultimately in higher education pursuits. Upward Bound serves a total of 50 high school students each year who are either low-income or potential first-generation college students from the communities of Chillicothe, Gallatin, Galt, Hamilton, Jamesport and Trenton in Missouri. The goal of Upward Bound is to assist students to achieve at a proficient level during high school assessments; increase enrollment in post-secondary education by the fall term immediately following the student's expected graduation date from high school; and increase the enrollment of post-secondary education for the fall term of the second academic year.

The project provides instruction in math, laboratory science, composition, literature and foreign language. Other services include: academic advising, career exploration, college selection, financial aid and scholarship application assistance, mentoring, personal advising, services and activities for parents, winter open house, summer orientation, target school advocacy and the PEA (Parents/Educators/Alumni) Board.

Upward Bound has three components that make up its services. During the academic component, students attend weekly after school tutoring sessions and Xtreme Saturdays once a month, where students from all six schools come together to take part in workshops focused on academics and life skills. Students also take campus visits to area colleges and universities as well as two cultural excursions.

During the summer, students participate in a six-week residential program on the NCMC campus. The summer program is designed to give students an extra jump on their academic year while experiencing life on a college campus. Enrichment classes, weekly cultural trips, campus visits and community service projects give the students a well-rounded experience. The bridge program during the summer component encourages seniors who have graduated high school with Upward Bound the opportunity to take free college classes and earn college credit at NCMC.

The Upward Bound Program is funded by the U.S. Department of Education under the category of Federal TRIO Programs. For more information on the program, contact the UB Office located in Barnes Hall, ext. 1348.