GED PREPARATION FOR ADULTS

Fall 2009

- GED Test Prep
- Specialized Skills Prep
  - Language
  - Math

OPEN HOUSE
Wednesday, September 9
6:30-9pm
Pre-Registration Required: OHX-W

Early Registration
Discount by September 9th
Call to Register:
718.631.6343

The Office of Continuing Education
Queensborough Community College
The City University of New York
222-05 56th Ave., Bayside, NY 11364-1497

GED PREPARATION FOR ADULTS

The high school equivalency diploma (GED)

Diana G. Berkowitz, ESL/GED Coordinator, PhD, holds a doctorate in Teaching English to Speakers of Other Languages (TESOL) from Columbia University and a Master of Education in Applied Linguistics from Teachers College. She has taught ESL at both the adult and college levels and has also trained teachers in TESOL methodology, linguistics and second language acquisition. She is presently the Director of the CUNY Language Immersion Program (CLIP) at Queensborough Community. She is a member of numerous professional and educational associations.

TESTING & PLACEMENT FOR ALL GED STUDENTS:
Tuesday, September 15 at 6-10 pm

Registrants will take a Placement Test to determine their readiness for a GED course. The test results will be available in time for the first class meeting for each section. Registrants' names will be posted outside of L-118P, along with their assigned course level and the building/room number where the class meets. **BEX-198 PRE-T**

The GED course helps to prepare adults take the High School Equivalency Exam within six months. Our highly qualified instructors will review and focus on the major subject areas of the test encompassing Mathematics, Science, Social Studies, Reading and Writing and provide in-class training for test-taking and time management strategies, and will help students to develop critical thinking skills and writing competence. *Prerequisite: 7th grade or higher reading level. To qualify to take the GED exam, students must be either at least 19 years of age OR 18 years of age and their high school class must have already graduated before the date the GED exam is taken. The required text and calculator can be purchased at the Queensborough Bookstore.* **An Orientation Program will be held for registrants.**

SPECIALIZED SKILLS PREP COURSES TO PREPARE FOR GED TEST PREP

Register for these classes if you need to learn a subject rather than refresh your knowledge, as prerequisite to registering for the GED Test Prep class (BEX-198).

Language: BEX-195 EA: Reading and critical thinking skills and writing competence covered.

Math: BEX-197 EA**:** Intensive preparation in basic mathematical principles involving decimals, fractions, whole numbers and order of operation. Basic algebra, geometry, and arithmetic covered.

• Skills Prep
Schedule: 20 sessions / $295
Everyday: Mon thru Thurs,
9:30am-12:30pm, Sept. 30-Nov. 5
(skip 11/12, 14)

• GED Test Prep
Schedule: **BEX-198** / 20 sessions except where noted
$295 includes materials

- **MORNINGS** (MWA): Mon & Wed, 8:30am-12:30pm, Sept. 30-Dec. 16 (skip 10/12, 14; 11/26)
- **AFTERNOONS** (TRP): Tues & Thurs, 2:15-6:15pm, Oct. 1-Dec. 10 (skip 11/26)
- **EVENINGS** (TR): Tues & Thurs 5:15-9:15pm, Oct. 1-Dec. 10 (skip 11/26)
- **WEEKENDS** (S) 10 sessions: Sat, 8am-5pm (with 1 hr lunch break), Oct. 3-Dec. 12 (skip 11/28)
- **ACCELERATED PROGRAM** (EA): EVERY DAY Mon-Thurs, 8:30am-12:30pm, Nov. 9-Dec. 15 (skip 11/25-26)
- **SPANISH** (S-S) 12 sessions: Sat, 9:30am-4:50pm w/1 hour lunch break, Sept. 26-Dec. 19 (skip 11/28)

WINTER SESSION 2010 (E-X) 19 sessions:
EVERY DAY Mon-Thurs, 8:30am-1pm,
January 11-February 11, 2010 (skip 1/18/10)

MANY WAYS TO REGISTER:

EMAIL-IN QCCContinuingEd@qcc.cuny.edu

Use Registration form with your signed MasterCard, VISA, Discover or Amex authorization.

FAX-IN 718.281.5538

Use Registration form with your signed MasterCard, VISA, Discover or Amex authorization.

MAIL-IN to the address indicated on Registration form

Send registration form to address indicated — with your check or money order (including $15 registration fee for free courses) payable to Queensborough Community College, or your credit card number.

PHONE-IN 718.631.6343

It takes just 3 or 4 minutes using MasterCard, VISA, Discover or Amex. Please be patient if placed on hold due to volume of calls. Have all information ready for EACH student.

ONLINE REGISTRATION cep.qcc.cuny.edu

Link to our programs to register and pay through credit card directly. Simple step-by-step process to register at any time, any place, 365 – 24/7.

For discounts, cash & check, money order, and voucher programs, please contact office directly at 718.631.6343 to register.

WALK-IN Library Building, Room 118P

DAYS: Monday through Friday, 9am-4:45pm (Skip Dates 9/7, 28; 10/12; 11/26, 27: 12/24, 25, 31, and; 1/1, 18, 2010)

EVENINGS: Mondays & Wednesdays, 5-7pm September 14, 16, 21, 23.

SATURDAYS: September 26 & October 3.

WEB-DOWNLOAD www.qcc.cuny.edu/ContEd

Visit our website and download the registration form in the Bulletin. Then just fax or mail-in per above!

PAYMENTS

No partial payments accepted. Cash payments must be in person for exact amount.

PERSONAL CHECKS

Only accepted ten days prior to class start date.

PURCHASE ORDER & VOUCHERS

For Employee Training. Organizations enrolling staff for training and development purposes will be invoiced if a purchase order number is quoted. Not available online.

SPECIAL DISCOUNTED PRICING

10% at initial time of registration for:

- Early Registration: September 9th for all classes including

Note: Only one discount applicable per registrant. All discounts will be taken on tuition only. Discount programs exclude 50+ Club members. Certain programs are exempt from discounts. Excludes on-line courses. Not applicable for web-based registration: must call the Continuing Education office @ 718.631.6343 for discounts.

LOCATION

Office of Continuing Education, Room L-118P
Queensborough Community College
222-05 56th Ave. (near Springfield Blvd.), Bayside, NY

Telephone: 718.631.6343
Fax: 718.281.5538

DIRECTIONS TO THE COLLEGE

The campus is easily accessible by car from all parts of Queens and Long Island. It is just a few blocks north of the Springfield Boulevard exit on the Long Island Expressway, and immediately south of the Northern Boulevard exit on the Cross Island Parkway.

Subway and Bus Routes to Queensborough:

From Flushing: Take Main Street Flushing Line (No. 7) to Main Street Flushing Station. Take Q27* bus to Springfield Blvd. and 56th Ave. Walk east to campus.

From Jamaica: Take F train to 169th St. and Hillside Ave., then the Q30 bus via Horace Harding Blvd. to Springfield Blvd. Walk north to 56th Ave. and turn right to campus. You can also take the E, J, or Z trains to Sutphin/Archer station, then the Q30 bus from there.

From the Bronx: Take the Q44 bus to Main Street, Flushing. Transfer to the Q27* bus and proceed to Springfield Blvd. and 56th Ave.

From Nassau County: The N-20, N-21 bus line from Nassau County stops at the corner of Northern Blvd. and 223rd St. (Cloverdale Blvd.). The bus makes stops in the towns of Glen Cove, Roslyn, Manhasset and Great Neck.

Via City Bus from Queens high schools:

- From Francis Lewis H.S., take Q30 to Springfield Blvd.
- From Bayside H.S., take Q31 to 48th Ave. and transfer to Q27*.
- From Van Buren H.S., take Q27* along Springfield Blvd.
- From John Bowne H.S., take Q88 to 73rd Ave. and Springfield Blvd., and transfer to Q27*.

* The Q27 bus stops on the campus on weekdays only (Mon. - Fri.)

QCC CONTINUING EDUCATION REGISTRATION FORM

Last Name: First Name: ☐ Male ☐ Female

Address: Birth Date:

City: State: Zip:

Evening Phone: ( ) Day Phone: ( ) E-mail:

COURSE	Session Letter(s)	Title	Tuition
_____ — _____	_____	_____	$_____
_____ — _____	_____	_____	$_____

Make checks payable to: Queensborough Community College
and Mail to: Office of Continuing Education, Room I-118P
Queensborough Community College, Bayside, NY 11364-1497

Registration Fee $ 15.00*

** Payable one time per semester. $25 Late Registration Fee within 3 Full Business Days of course start date.*

PAYMENT METHOD: Cash is processed by the Bursar's Office. To expedite registration, please use other payment methods.

☐ Check ☐ Bank Check or Money Order Check #_____

Charge: ☐ VISA ☐ MasterCard ☐ AMEX ☐ Discover Card #_____ Exp. Date: _____

Please include extra numbers found on back of card

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