



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

October 30, 2000

RESPONSE DEADLINE: NOVEMBER 15, 2000

MEMORANDUM

TO: Basic Skills Directors
Adult High School Directors/Coordinators

FROM: Randy Whitfield, Ed.D.
Director of Basic Skills

SUBJECT: Adult High School Levels

At the Basic Skills/HRD Professional Development Institute, participants decided to vote on whether movement from low adult secondary to high adult secondary should be based on the number of core units earned toward a diploma or the number of courses completed. Enclosed are ballots for the Adult High School unit vote with a justification for each recommendation. Please vote on the recommendations and return to me by **November 15, 2000**. You may fax the votes to me at (919) 715-5351 or (919) 733-0680. You may also mail them to me at the following address: 5024 Mail Service Center, Raleigh, NC 27699-5024. Each college may have two votes – one by the Basic Skills Director and one by the Adult High School Director/Coordinator. (If you sent in a ballot earlier, you do not need to resubmit one now.)

Please contact me at 919/733-7051, ext. 721, if you have any questions or need further information regarding these items.

Enclosure

cc: Presidents
Senior Continuing Education Administrators
Dr. Delores Parker

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