



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*H. Martin Lancaster, President*

January 15, 2003

**MEMORANDUM**

**TO:** Basic Skills Directors  
Adult High School Coordinators

**FROM:** Patrick K. Pittman, AHS Coordinator

**SUBJECT:** Adult High School Training

Certified Resource Specialists, through their participation in the Appalachian State University's Adult Basic Skills Professional Development Project, have developed a useful workshop called AHS To Go. The System Office has asked these specialists to offer this workshop regionally across the state. Topics covered during the training include student preparation for the North Carolina Competency Tests and meeting the requirements for the current North Carolina Standard Course of Study. The trainers will also provide information about electives offered at their colleges along with suggested course outlines.

Sessions will be offered from **10 - 4** at the following locations:

- February 7 Haywood CC Regional High Tech. Center-Auditorium
- February 13 Nash CC Business and Industries Building-Brown Auditorium
- February 14 Coastal Carolina CC Hurst Cont. Ed. Building-Room 104

Attached is the registration form for the training. There is no registration fee, but please complete the attached registration form and return to **Judy Howell no later than Monday, February 3, 2003**. If you have questions, please contact me at 919-733-7051, ext. 465 or email me at [pittmanp@ncccs.cc.nc.us](mailto:pittmanp@ncccs.cc.nc.us).

PKP

Attachment

c: Senior Continuing Education Administrators  
Dr. Randy Whitfield  
Linda Ray  
Chavon Casey

CC03-008  
Paper Copy  
E-mail

# REGISTRATION FOR AHS TO GO TRAINING

Please return form to: Judy Howell (*Due by February 3*)  
North Carolina Community College System  
5024 Mail Service Center  
Raleigh, NC 27699-5024  
*Fax: (919) 733-0680*

College Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone # \_\_\_\_\_

Email Address: \_\_\_\_\_

*Please check the date that you are planning to attend **and** provide the number of participants. Please note that the sessions are from **10-4** each day.*

February 7 Haywood Community College \_\_\_\_# of participants

February 13 Nash Community College \_\_\_\_# of participants

February 14 Coastal Carolina College \_\_\_\_# of participants