



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

March 13, 2006

**MEMORANDUM**

**TO:** Basic Skills Directors  
CBO Directors

**FROM:** Katie Waters  
Basic Skills Training Specialist

**SUBJECT:** CASAS Training

Training for administering the Comprehensive Adult Student Assessment System (CASAS) will be offered three times during March and April. CASAS is a competency based assessment system linked to competencies and instructional materials that focus on learners' goals. Test results are reported as scaled scores that reflect a range of skill levels from beginning literacy to high school learners. The *CASAS Competency List* includes more than 300 competencies that have been correlated to the SCANS (Secretary's Commission on Achieving Necessary Skills) competencies as identified by the U. S. Department of Labor to help learners and instructors apply teaching in a "real world context." Training is offered by nationally and state certified trainers who not only offer the necessary training, but also provide ongoing technical assistance and other support services.

Life Skills is the pre-requisite for all other offerings. Life Skills will be offered the first day from 9:00 a.m. – 4:00 p.m. at each location. The Developmental Disability training will be held from 9:00 a.m. – 12:00 p.m. on the second day and the ESL training from 1:15 p.m. – 4:15 p.m. on the second day. The sessions will be offered at the following locations:

- March 29-30 NCCCS Office Raleigh, NC Caswell Building  
Poole Conference Room, 5<sup>th</sup> Floor
- April 5-6 Pitt CC Greenville, NC Leslie Building  
Room 143
- April 6-7 Blue Ridge CC Flat Rock, NC Continuing Education Building  
Room 209

c: Presidents  
Dr. Randy Whitfield  
CASAS Trainers

CC06-051  
Paper and Email copies

**Response required five days  
before beginning date of each  
training!**

# Registration for Training CASAS

Life Skills, Developmental Disabilities and ESL

Sensitive Material  
Handle with Care  
Sensitive Material  
Handle with Care

Please return form to: Monique Bloomfield  
North Carolina Community College System  
5016 Mail Service Center  
Raleigh, NC 27699-5016  
**Phone: (919) 807-7142**  
**Fax: (919) 807-7164**  
**Email: bloomfieldm@nccommunitycolleges.edu**

Amount of Registration: N/A

College/Agency Name: \_\_\_\_\_

Names of People Attending: \_\_\_\_\_

Contact Person: \_\_\_\_\_ phone # \_\_\_\_\_

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

**Please pre-register! Those who do not pre-register by three days prior to training date may not receive handouts.**

Please note the session times.

<u>Days/Dates</u>	<u>Times</u>	<u>Locations</u>	<u># Attending</u>
• March 29 (Life Skills)	9 a.m. – 4 p.m.	NCCCS Office	_____
March 30 (DD)	9 a.m. – 12 noon	Poole Conference Center	_____
March 30 (ESL)	1 p.m. – 4 p.m.	(Fifth Floor)	_____
• April 5 (Life Skills)	9 a.m. – 4 p.m.	Pitt CC	_____
April 6 (DD)	9 a.m. – 12 noon	Leslie Building	_____
April 6 (ESL)	1 p.m. – 4 p.m.	(Room 143)	_____
• April 6 (Life Skills)	9 a.m. – 4 p.m.	Blue Ridge CC	_____
April 7 (DD)	9 a.m. – 12 noon	Continuing Ed. Building	_____
April 7 (ESL)	1 p.m. – 4 p.m.	(Room 209)	_____