

## **LETTER FROM THE DIRECTOR**

Dear Colleagues, Students and Residents of our Service Delivery Area:

Welcome to Trinity Valley Community College's Adult Education Department website. We are glad that you have accessed this site and hope you find information helpful in your educational pursuits. The Adult Education Department offers quality instruction that will enable participants to attain desired skills for the workplace as well as acquiring the ability to pass such examinations as the GED, ASVAB, and THEA. The department also offers classes in EL Civics for persons desiring to acquire English language skills and knowledge for the purpose of obtaining citizenship. ESL classes are also offered during each semester to enhance English speaking skills and writing for persons from other cultures and language backgrounds. It is the department's desire to see all participants in the program to transition into higher skills training and education. All of our services are supported through Federal and State grants and therefore are offered free of charge to eligible individuals. Even though the programs available have no monetary charge, every student must comply with the attendance, performance and withdrawal commitment policies. These policies allow students to take responsibility for their learning and also aid them to be successful in attaining personal goals.

The Adult Education Department is committed to serving individuals in our service delivery area with vitality and zeal. Our instructors are ready to help all participants in the program achieve a better quality of life through education. We look forward to answering any questions you may have or aiding you in enrolling in any of the programs offered. Please know that we are here to serve you!

Regards,

Dr. William D. Carmines

Director of Adult Education, EL Civics and ESL

Trinity Valley Community College