



Every Student, Every Day

East  
Hartford  
Adult &  
Continuing  
Education

869 Forbes Street  
East Hartford, CT 06118  
860.622.5355  
para español 860.622.5358  
[ehadulted@easthartford.org](mailto:ehadulted@easthartford.org)  
[www.adulted.easthartford.org](http://www.adulted.easthartford.org)



## **Mission Statement**

*The mission of East Hartford Adult & Continuing Education is to promote lifelong learning to all adults in the community by providing a high-quality educational experience.*

## **Statute Governing Adult Education Fees and Charges**

Sec. 10-73a. Adult education fees and charges; waivers. Adult education school activity fund. (a) Tuition or registration fees shall not be charged by any school district to adults enrolled in any adult class or program required under subparagraph (A) of subsection (a) of section 10-69. Registration fees may be charged by a providing school district or cooperating eligible entity to a cooperating school district for any adult residents of such cooperating district who are enrolled in any adult class or program of adult classes maintained by such providing school district or cooperating eligible entity and required by said section.

## **East Hartford Adult Education Fees and Charges**

Classes are offered at no cost to East Hartford residents. Non-residents pay a small fee of \$25-\$40, depending on class selection. NEDP and Family Literacy are free for all students, regardless of residency.

## **General Accessibility and Accommodation**

All activities offered by East Hartford Adult Education are held in accessible locations. Accommodations for individuals with a disability are available upon request. Please contact: Michael Craig, Director at 860.622.5355.

## **Statement of Non-Discrimination**

East Hartford Adult Education is committed to a policy of equal opportunity/affirmative action for all qualified persons and does not discriminate in any employment practice, educational program or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. Inquiries regarding East Hartford Adult Education's nondiscrimination policies should be directed to Dr. Frank Staples, Director at 860.622.5355.

## **Sexual Harassment**

The East Hartford Board of Education prohibits sexual harassment or intimidation of its students and employees. Any student or employee who believes he or she has been the subject of discrimination/sexual harassment should contact the Adult Education Director at 860.622.5355.

## **East Hartford Board of Education**

Tyron Harris, Chair  
Vanessa Jenkins, Secretary  
Patrick Biggins  
Dr. Anabelle Diaz Santiago  
John Pereira  
Marilyn Pet  
Dorese Roberts  
Valerie Scheer  
Stephanie Watkins

## **Adult Education Staff**

Michael Craig, Director  
John Bergman, Program Facilitator  
Dr. Nasreen Al Omari, ESL Facilitator  
Linda Carlson, CTVHS Mentor  
Carol Enes, Family Literacy Coordinator  
Doug Frasier, Counselor  
Lise McCarthy, Lead NEDP Assessor  
Daisy Hernandez, Evening Secretary  
Amy Garcia, Secretary

## **East Hartford Public Schools**

Thomas Anderson, Superintendent  
Anne Marie Mancini, Deputy Superintendent  
Elsie Torres, Assistant Superintendent

## Adult Education Classes

Fall Classes: September 18, 2023 - December 15, 2023

Spring Classes: January 16, 2023 to May 10, 2024

*Dates, times, and locations are subject to change*

### High School Completion Program (GED/ABE)

*In-Person Classes - Raymond Library  
Mondays-Fridays 9:00-11:00 am*

*Mondays-Thursdays, 12:00-2:00 pm*

*In-Person Classes\* - EHHS*

*Mondays-Thursdays, 6:00-8:00 pm*

- Classes to prepare for the GED® test and improve reading and math proficiency
- Focus on math, science, social studies, and language arts
- Free GED® Ready practice test vouchers for enrolled students
- GED® testing offered at East Hartford High School

### Programa de finalización de la escuela secundaria GED español (GED®/ABE)

*Clases presenciales - EHHS*

*lunes y miércoles 6:00-8:00 pm*

- Clases para prepararse para el examen GED® y mejorar la competencia en lectura y matemática
- Enfoque en matemáticas, ciencias, estudios sociales y artes del lenguaje
- Cupones gratuitos para exámenes de práctica GED® Ready para estudiantes matriculados
- Prueba de GED® ofrecida en East Hartford High School

*Todas las clases se imparten en español*

### Credit Diploma Program (CDP)

*Virtual Classes*

*Flexible Hours*

- Transfer credits earned to date
- Complete remaining credits in class and/or online
- Classes offered in language arts, mathematics, social studies, science, the arts, transitions, vocational education, and electives
- Credits earned for work and military history
- 25 credits needed to earn an East Hartford diploma
- Open enrollment throughout the year

### National External Diploma Program (NEDP)

*Virtual & In-Person Classes*

*Flexible Hours*

- Work individually with an assessor to demonstrate high school-level mastery of skills
- Competency based assessment using a computer-based program
- Student/Advisor sessions take place during the day and/or evening at East Hartford High School or remotely
- Tutoring available in math, reading, and writing
- Call or email for an orientation/information session appointment

### English as a Second Language (ESL)

*In-Person Classes - Raymond Library*

*Mondays-Fridays, 9:00-11:00 am*

*Mondays-Thursdays, 12:00-2:00 pm*

*In-Person Classes - EHHS*

*Tuesdays-Thursdays, 6:00-8:00 pm*

- Improve listening, speaking, reading & writing skills
- Continue to practice at home with Burlington English (an online program)
- Beginner, intermediate, and advanced classes

### United States Citizenship

*In-Person Classes - EHHS*

*Mondays, 6:00-8:00 pm*

- For foreign-born adults who wish to become U.S. citizens
- Learn about United States civics and government
- Learn about the three-part naturalization exam

### Family Literacy

*In-Person Classes - Raymond Library*

*Wednesdays, 4:00-6:00 pm*

- Learn how to teach reading and writing to your children
- Learn how to speak to teachers, doctors, and others
- Bring your children to class

### Digital Literacy

*In-Person Classes - Raymond Library*

*Fridays, 11:00 am -12:00 pm*

- Basic computer Skills
- Social Media Skills
- Learn to apply for jobs and build a resume
- Earn Certificates in Digital Literacy

### 2023 - 2024 GED Testing Dates

*\*Dates subject to change*

**October** 3,5, 10, 12, 17, 19, 24, 26, 31      **February** 1, 6, 8, 13, 15, 20, 22, 27, 29

**November** 2, 9, 14, 16, 21, 28, 30      **March** 5, 7, 12, 14, 19, 21, 26, 28

**December** 5, 7, 12, 14, 19, 21      **April** 2, 4, 16, 18, 23, 25, 30

**January** 9,11, 16, 18, 23, 25, 30      **May** 2, 7, 9, 14, 16, 21, 23, 28, 30

### Taking the GED Exam

Register online at [www.GED.com](http://www.GED.com). Bring a current, valid, government-issued photo ID to the registrar as proof of identity. Applicants over 21- \$13.00 processing fee. The fee is waived for veterans with proper documentation. Students must take the GED Ready Practice Test in at least one subject area and score "Likely to Pass" before being approved to take the GED test. Students must be at least 17 years old and officially withdrawn from high school to enroll in the GED preparation classes. To be able to register for the GED exam, students must be at least 17 years old and have been officially withdrawn from school for six months, and 17-year-olds must also submit a withdrawal form with a parent or guardian signature. Individuals who are 18 years of age may submit, in lieu of a withdrawal form, a letter from their last high school that the class with which they entered ninth grade (or would have entered if never enrolled in high school) has already graduated. Students can begin the GED registration process online at GED.com and complete the process in person at East Hartford High School. If you have any questions, contact John Bergman, our GED Registrar and GED accommodations person at 860.622.5355 or Sabrina Mancini at the State Department of Education at 860.807.2110 for more information on GED testing or GED testing accommodations.

### GED Test Accommodations

Accommodations for the GED® test are available for qualified individuals with a disability. For more information, contact John Bergman at 860.622.5355. You may also contact Sabrina Mancini at the CT State Department of Education at 860.807.2110.

# Enrichment Classes

Please visit the websites below to see full course descriptions.

## Medical Classes

<https://www.academyofmedicalprofessions.com/>

\*Prices and availability subject to change

### **Medical Coding Program (CPC)**

Course Cost: \$3,500

### **Coding Professional (CPC, COC)**

Course Cost: \$5,300

### **Medical Office Specialist (CMAA, CEHRS, CPB)**

Course Cost: \$3,000

### **Medical Professional (CMAA, CEHRS, CPB & CODING)**

Course Cost: \$6,100

### **Dental Assisting Certificate Program**

Course Cost: \$2,400

### **Pharmacy Technician Certificate**

Course Cost: \$1,850

### **Medical Transcription**

Course Cost: \$2,400

### **Group Fitness and Personal Training (AFAA/NASM)**

Course Cost: \$1,500 - \$2,400

## Business classes

<https://www.yougotclass.org/catalog-complete.cfm/Easthartford>

\*Prices and availability subject to change

### **Bookkeeping Certificate**

Course Cost: \$495

### **Certificate in Accounting and Finance for Non-Financial Managers**

Course Cost: \$495

### **Certificate in Sales**

Course Cost: \$495

### **Entrepreneurship Certificate**

Course Cost: \$495

### **Productivity & Time Management Certificate**

Course Cost: \$595

## Legal & Test Prep Classes

<https://www.legalstudies.com/vendor/easthartford-ad-ed/>

\*Prices and availability subject to change

### **eDiscovery for Paralegals**

Course Cost: \$995

### **Intellectual Property Law for Engineers**

Course Cost: \$995

### **Law School Preparation Course**

Course Cost: \$300

### **Legal Secretary Certificate Course**

Course Cost: \$995

### **Paralegal Certificate Course©**

Course Cost: \$1,595

### **Personal Injury for Paralegals**

Course Cost: \$995

### **Software Essentials for the Law Office**

Course Cost: \$995

### **Preparing for the GMAT**

Course Cost: \$300

### **Preparing for the GRE**

Course Cost: \$300

### **Preparing for the LSAT**

Course Cost: \$300

## Computer Classes

<https://easthartford.ucertify.com/>

\*Prices and availability subject to change

### **Linux+ Powered by LPI - Exam 1 (Course & Lab), LX0-103-complete**

Course Cost: \$279.99

### **Linux+ Powered by LPI - Exam 2 (Course & Lab), LX0-104-complete**

Course Cost: \$279.99

### **CompTIA A+ Complete Study Guide (Course & Labs), 220-901-220-902-complete**

Course Cost: \$379.99

### **Certified Ethical Hacker Version 9, CEH-V9**

Course Cost: \$279.99

### **MCSA 70-742 Cert Guide: Identity with Windows Server 2016,**

**Pearson-70-742-complete**

Course Cost: \$279.99

### **MCSA 70-741 Cert Guide: Networking with Windows Server 2016,**

**Pearson-70-741-complete**

Course Cost: \$279.99

### **Pearson CompTIA Security+ SY0-501, Pearson-SY0-501-complete**

Course Cost: \$279.99

### **CompTIA Network+ N10-007 (Course & Labs), N10-007**

Course Cost: \$279.99

### **CompTIA IT Fundamentals+ (ITF+) Study Guide: Exam FC0-U61, 2nd Edition (Course & Lab), FC0-U61,**

Course Cost: \$279.99

## Health, Food, and Nutrition Classes

*116 course offerings!*

[www.ed2go.com/ehce](http://www.ed2go.com/ehce)

\*Prices and availability subject to change

### **Helping Elderly Parents**

Course Cost: \$99

### **Veterinary Assistant Series**

Course Cost: \$299

### **Medical Spanish Series**

Course Cost: \$199

### **Nutrition and Health Bundle**

Course Cost: \$169

### **Certificate in Holistic and Integrative Health**

Course Cost: \$475

### **Certificate in Starting Your Own Business in Health and Healing**

Course Cost: \$66

### **Certificate in Healthy Aging**

Course Cost: \$65

### **Certificate in Legal and Ethical Issues in Healthcare**

Course Cost: \$72

### **Mind-Body Therapies Bundle**

Course Cost: \$249

### **Certificate in Global Healing Systems**

Course Cost: \$78

### **Certificate in Music Therapy and Sound Healing**

Course Cost: \$99

### **Women's Health Bundle**

Course Cost: \$240

### **Lose Weight and Keep It Off**

Course Cost: \$99

East Hartford Adult & Continuing Education partners with leading online education providers in order to offer our residents quality enrichment and certification options.