

Programming Calendar

Essential Literacy & Academic Upgrading Programs

RSW+ READ, SPELL, WRITE, MATH ADULT TUTORING PROGRAM

One to one (1:1) and small group adult tutoring. Build essential reading, writing, spelling and/or math skills from the basics up to grade 8 level.

A variety of day and evening, in-person classes are offered. Class schedules vary by community. Learners attend a 2-3 hour lesson once per week, for a 12-week session. Please contact us for details and schedule.

Continuous Intake: September – June.

Offered in Milton, Georgetown, Oakville, Burlington.

Reading and Writing – OALCF Level 1

An introduction to reading and writing for work and everyday needs. Topics include: alphabet; phonics; reading fluency; reading comprehension; and basic writing and spelling skills. Hands-on practice completing everyday task such as notes, messages, emails, lists, and basic forms will be provided.

Reading and Writing – OALCF Level 2

Gain confidence completing essential reading and writing tasks for employment, or further education and training goals. Topics include: reading comprehension; sentence and paragraph writing skills; grammar and punctuation basics; and completing documents.

Basic Math – OALCF Level 1-2

Improve basic math skills for employment or further education and training. Topics include: addition, subtraction, multiplication, and division of whole numbers; fractions; decimals; and word problems. Learn how to apply these skills to everyday tasks including managing money, managing time, managing data, and using measures.

*OALCF = Ontario Adult Literacy Curriculum Framework

ACE ACADEMIC UPGRADING - SHERIDAN & CAEC TEST PREPARATION PROGRAMS

English (Communications), Math, Biology, Chemistry for College entrance, or Apprenticeship.

Classes are in-person and are facilitated by a Sheridan College instructor.

Continuous Intake; September – June.

Milton

Tuesday evenings: Math & Science

Wednesday evenings: English

Georgetown

Wednesday evenings: Math & Science

Thursday evenings: English

Earn grade 12 equivalent college level in:

- English (Communications)
- Math
- Biology
- Chemistry

Upon successful completion of each Sheridan ACE course, learners will receive an official Letter of Standing from the Sheridan College Registrar's office indicating their final mark.

Prepare to write the new **CAEC Canadian Adult Education Credential** Test, a high quality, education credential to replace the GED® Test. The CAEC is for adults who do not have a high school diploma and are seeking access to employment prospects, education pathways, or training opportunities.

Test preparation support for the following subjects:

- Reading
- Writing
- Math

Job-Ready & Essential...

CSW COMPUTER SKILLS FOR WORK PROGRAM

Our 2-level Computer Skills for Work Program offers small group (4-6 learners), instructor-led classes. Learners attend in-person, once per week for an 8-week session.

Sessions are offered in the Fall/Winter/Spring.

Milton

Thursday mornings; Wednesday evenings

Georgetown

Tuesday mornings; Tuesday evenings

Oakville

Thursday mornings; Tuesday evenings

Burlington

Tuesday mornings

Computer Skills for Work 1

Introduction to Windows, Microsoft Word, file management, Internet, email basics, and business communication for the workplace.

Computer Skills for Work 2

Introduction to Microsoft Excel and PowerPoint, review of Microsoft Word and file management, and business communication and numeracy for the workplace.

Adult Learning Centres Halton is a Northstar Digital Literacy Assessment™ Testing Location

Once you have completed your training, you may obtain a Northstar Digital Literacy Certificate by successfully completing a proctored assessment.



...Workplace Skills Programs

HSW ESSENTIAL SKILLS FOR HEALTHCARE SUPPORT WORKER EMPLOYMENT

Build job-ready essential skills for healthcare support worker employment in the community home care and long-term care sector or prepare for next steps education, training, or apprenticeship in healthcare support occupations.

Learners attend in-person, small group classes, 2 mornings per week for a 5-week session.

Sessions are offered in the Fall/Winter/Spring.

Milton

Tuesday & Wednesday mornings, 9am – 1pm.

Oakville

Subject to demand.

Build essential communication, digital & numeracy skills. **Gain** valuable healthcare industry knowledge. **Earn** FREE industry recognized certificates and build an employment portfolio for next steps. **Qualify** to attend courses outside of classroom time to earn your choice of two (2) additional FREE certifications.

SWS SKILLS FOR WORK SUCCESS

Trainer-led sessions focusing on employability soft skills and foundational career planning for next steps stable employment.

Learners attend in-person, small group classes, 2 afternoons per week for a 4-week session.

Sessions are offered in the Fall/Winter/Spring.

Oakville

Tuesday & Wednesday afternoons, 12:30 – 4pm.

Build in-demand employability soft skills. **Plan** your path to next your next level job opportunity. **Earn** FREE industry recognized certificates.



ELIGIBILITY & SUITABILITY

Eligibility:

To participate in this Employment Ontario Program, participants are required to:

- be a resident of Ontario;
- have a valid Social Insurance Number;
- complete an intake assessment.

Suitable for:

Individuals age 19+ who want to upgrade their essential reading, writing and/or math skills for employment, further education and training, or increased independence. Tuition is free.

English Language Learners must demonstrate a minimum Canadian Language Benchmark (CLB) Level 6 in speaking & listening. ACE and CAEC programs also require CLB Level 6 in both reading and writing.

Adult Learning Centres Halton offers the following part-time programs:

Essential Literacy & Academic Upgrading Programs

- RSW+ Adult Tutoring Program
- ACE Sheridan College, and
- CAEC Test Preparation Program

Job-Ready & Essential Workplace Skills Programs

- CSW Computer Skills for Work
- HSW Essential Skills for Healthcare Support Worker Employment Program
- SWS Skills for Work Success Program

Contact us for more information,
and to schedule an assessment.

ALNH.CA 905-873-2200



United Way
Halton & Hamilton

Literacy North Halton is a non-profit, registered charity #107782609-RR0001, funded in part by the Ministry of Labour, Immigration, Training and Skills Development and the United Way.



Part-time Day and Evening Programs

Serving the Communities of Halton

72 Mill Street, Georgetown

550 Ontario Street South, Milton

465 Morden Road, Oakville

3350 South Service Road, Burlington



ALNH.CA

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