

Does your client need help with any of these skills?

- Adaptability
- Collaboration
- Communication
- Creativity and Innovation
- Digital
- Numeracy
- Problem-Solving
- Reading
- Writing

Is Your Client's Goal:	Secondary School Earn a Grade 12 Diploma	Post-Secondary Meet entrance requirements	Apprenticeship Gain trades specific skills	Employment Gain skills needed for work	Independence Gain skills to manage independantly
For Example:	<ul style="list-style-type: none"> > Meet diploma requirements for work or entrance into a post-secondary program, BJO funded training or an apprenticeship. > Complete for personal satisfaction. > Prepare to complete credits. > Prepare to complete PLAR. > Reading, Writing and Numeracy. 	<ul style="list-style-type: none"> > Gain missing credits. > Complete ACE (Academic Career Entrance) courses. > Refresh skills before starting training. > Reading, Writing, Numeracy, Digital, Communication and Return to Learn programs. 	<ul style="list-style-type: none"> > For job seekers needing skills before entering a trade. > For those working in a trade, but in need of help to retain their job. > Prepare to write the Certificate of Qualification (CofQ) exams. > Numeracy (trades math) digital, communication, problem solving and collaboration. 	<ul style="list-style-type: none"> > For job seekers. > For those working, but in need help to retain their position or to advance. > Specific programs: Customer Service, POS, PSW prep, Smart Serve, digital skills, soft skills and employment and military entrance exam prep. > Digital, Communication, Problem-solving, Reading, Writing, Numeracy and Collaboration. 	<ul style="list-style-type: none"> > Book online doctors' appointments, send emails and complete online applications. > Prepare a budget. > Financial literacy, digital skills, and driver's licence prep. > Help children with homework.

Intake Process: Phone, Email or In Person Referral - Continuous Intake for individuals 18+
Assessments: Everyone completes a skills assessment to ensure they are eligible for our fully funded programs.
Assessment results determine needs, they are not pass/fail. They guide learning plan development. Plans are customized to learner goals.

Support Available: Training supports are available to all eligible learners. Supports may include transportation, childcare, and technology.

Agencies:	Adult Training Network 	Work and Academic Upgrading 
Goal Specialization:	Secondary School, Employment, Apprenticeship, Independence	Post-Secondary, Apprenticeship, Employment
Delivery Method:	<ul style="list-style-type: none"> > Classes > One-to-One Support 	<ul style="list-style-type: none"> > Classes > Independent Learning - In Person > E-learning with Teacher Support
Training Specialization:	<ul style="list-style-type: none"> > Computers > Math > Reading > Writing 	<ul style="list-style-type: none"> > Employment Skills > Soft Skills > Office Administration
Hours:	Cobourg: Monday to Thursday: 9:00 a.m. to 2:30 p.m.	Campbellford: Wednesday: 9:00 a.m to 2:30 p.m.
Location:	Cobourg: 780 D'arcy Street	Campbellford: Campbellford High School Room 109 - 119 Ranney Street North
Contact:	Phone: 905-372-5871 or 905-372-1697 Email: katie_gotthelf@kprdsb.ca or atncobourg@kprdsb.ca	Phone: 1-866-353-6464 ext. 1191 Email: aucobourg@flemingcollege.ca