



## PLAN OF INSTRUCTION (POI) FOR OPTION 2



Updated 01/31/2018

**An adult who earned 10 or more graduation credits from an Alabama High School and requires additional graduation credits to be awarded an Alabama High School Diploma.**

Student Name \_\_\_\_\_

AE Program \_\_\_\_\_

High School \_\_\_\_\_

School System \_\_\_\_\_

Based on the verified credits (——) from the student's High School transcript, the student may choose the following instructional activities to build credits:

- \_\_\_\_\_ **1)** Student will take portions of the 2014 GED<sup>®</sup> assessment (Math, Social Studies, Science, & and Reasoning through Language Arts) and have a passing score of 145 or higher
- Scoring 145-164 builds 1 credit per test section
  - Scoring 165 to 174 builds 2 credits per test section
  - Scoring 175 or higher builds 3 credits per test section

### AND/OR

- \_\_\_\_\_ **2)** Student will enroll and complete a **Ready –To-Work Program** (if available) builds 3 credits.

\*Note: Timeframe to complete RTW Program may differ at each Adult Education Program.

### AND/OR

- \_\_\_\_\_ **3)** Student will prepare for & take **ACT WorkKeys™ Assessment** – scoring 4 or higher (silver, gold, or platinum certification) in each area.
- Scoring level 4 builds ½ Credit per each area
  - Scoring level 5 builds 1 Credit per each area
  - Scoring level 6 builds 2 Credits per each area

\*Note: Preparation time for the ACT WorkKeys™ assessment will be based on the student's initial TABE assessment, and POI. Professional judgment on part of the Instructor/or AE Director regarding student's preparedness for the assessment will need to be exercised in the event a student wants to take the Workkeys without preparation; however, an initial TABE is required, and student must be enrolled in AAESAP. If student takes the ACT WorkKeys Assessment™ and is not successful in meeting the requirements, student must complete a program of study (30 or 40 hours based on assessment policy guidelines) before being administered another ACT WorkKeys™ Assessment.



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### AND/OR

- \_\_\_\_\_ 4) Student will be enrolled in an approved technical **Career Pathway** (dual enrollment) class at the college level, and will build 1 for 1 credit for each class successfully completed (i.e. 3 credit hours class builds 3 credits).

### AND/OR

- \_\_\_\_\_ 5) Student will be referred to the campus **Prior Learning Experience (PLE)** Specialist for decision of potential credit.

\*Note: A Prior Learning Assessment (PLA) may be administered prior to awarding credit.

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

Instructor's Signature \_\_\_\_\_

Date \_\_\_\_\_

Instructional Tools & Resources:

Comments/Student's Progress: