

Family Development Training and Credentialing Program

Frontline workers in public and private health, education and human services agencies are being offered training to reorient the way they work with families. This approach emphasizes the strengths and resources of families to empower them for long-lasting change.

New York State agencies and Cornell University developed the Family Development Training and Credentialing Program (FDC). The 100-hour interactive course and portfolio development components are for home visitors, caseworkers, therapy aides, community health workers, teacher aides and other human services workers. The Family Development Credential is awarded upon successful completion of the training course, portfolio development and an examination. The 17-week program meets on Fridays, 12:15-6 p.m. Portfolio advisement is held after class on ten Friday evenings. *The spring 2004 class begins March 12.* Tuition is \$725. The fee for the credentialing exam is \$250.

For additional information and permission to register, please call Phyllis Rafti-LaRuffa, Associate Director of Continuing Education, at (718) 960-8512.

Empowerment Skills for Leaders Credentialing Program

This new professional development training program is designed for agency supervisors, directors and managers interested in using empowerment-based leadership in their organizations. The program provides an experiential and collaborative setting for leaders to share and learn from each other based on the family development principles that are the basis of the Family Development Training and Credentialing Program (FDC). The approach emphasizes the strengths and resources of families to empower them for long-lasting change.

The program consists of 33 hours of interactive classroom study and an additional 3 hours for final Leadership Portfolio review. There is no exam for the Leadership Credential; credentials are issued after classes are completed and Cornell University, developer of the curriculum, has approved the final portfolio.

The class meets Thursdays, March 18-June 10 and July 8, 1-4 p.m. Tuition is \$325. For additional information and permission to register, please call Phyllis Rafti-LaRuffa, Associate Director of Continuing Education, at (718) 960-8512.

General Equivalency Diploma

GED Exam Eligibility

To take the **GED exam**, you must be **19 years of age** at the time you take the exam **or** you must bring with you, at the time you sit for the exam, a letter from your school giving your discharge date and verifying that you have been out of school for **at least one year** or that your class has graduated.

GED Placement Test

All students enrolling for GED preparation must be tested for reading ability. Students who score below the eighth-grade equivalent will be referred to an appropriate section. Students who are not native speakers of English may be referred to an ESL (English as a Second Language) class. Those enrolling in GED 12: *GED en Español* are not required to take the placement test.

The GED placement test fee is \$15 (non-refundable) payable by check or money order only.

The deadline for placement test registration is one week prior to the test date.

Saturday, February 14, 11 a.m.

Friday, February 20, 5 p.m.

Two (2) pencils with erasers must be brought to the test.

After test results have been reviewed, students will be assigned to a class.

High School Equivalency (GED) Preparation

GED 10/\$290

Covers the basic areas that are tested on the GED examination such as reading and writing skills and mathematics. Test-taking skills necessary to diffuse anxiety and increase scores on the GED and other important exams are emphasized. Students develop writing skills in preparation for the essay portion of the GED exam. Simulated GED exams are administered. **T**

Sec. 1: **Saturdays, March 6-June 5, 9:30 a.m.-1:35 p.m.**, 11 sessions. Mary Klumpp and Emmanuel Sternberg, GED specialists.

Sec. 2: **Mondays and Wednesdays, March 10-May 19, 7-9:30 p.m.**, 18 sessions.

Instructor: TBA

Sec. 3: **Mondays and Wednesdays, March 10-May 19, 7-9:30 p.m.**, 18 sessions.

Instructor: TBA

Sec. 4: **Tuesdays and Thursdays, March 9-May 18, 1-3:30 p.m.**, 18 sessions.

Instructor: TBA

T Textbook to be brought to first class meeting

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GED en Español

GED 12/\$290

Esta clase incluye todas las asignaturas del GED en Español. Son las siguientes: matemáticas, literatura, escritura, ciencias y estudios sociales. Los estudiantes tomarán prácticas de exámenes del GED para familiarizarse con el examen actual. Los estudiantes también aprenderán estrategias en cómo tomar el examen. La clase es enseñada en Español para los estudiantes que desean tomar el GED en Español. No se necesita tomar un examen para determinar su nivel.

Martes y Jueves, Marzo 9-Mayo 25,
7:30-9:45 p.m., 20 secciones. Enrique Lanz
Oca, profesor de GED.

Math for the GED (Basic Math Skills)

GED 15/\$165

This course is for those who need additional math preparation for the GED exam, as well as for those who need to improve math skills for personal or business reasons. Topics include addition, subtraction, multiplication, division, fractions, decimals, ratios, proportions, percents, measurement, graphs and tables, simple word problems, and the basics of algebra. Problem solving techniques are also covered.

Thursdays, March 11-May 20, 7:30-9:30
p.m., 10 sessions. Instructor: TBA

Interested in teaching for Continuing Education?

We invite qualified professionals whose expertise is in the programs appearing in our catalog to submit their resumes. Please send cover letter and resume to:

Miriam Wiener
Director of Continuing Education
Lehman College
250 Bedford Park Boulevard West
Bronx, New York 10468-1589
or fax to: (718) 733-3254

Bridge to College

Preparation for the CUNY Assessment Tests



This program is for students who have earned a high school diploma or GED and plan to apply for admission to a CUNY college. By developing test-taking strategies and skills in appropriate course work, students will be equipped to enter college and reach their academic and career goals. These intensive courses are preparation for the CUNY assessment tests and college-level work.

College Reading and Writing

BCP 20/\$295

This course helps college-bound students to prepare for the CUNY Skills Assessment Tests in Reading (RAT) and Writing (WAT). Students are taught how to improve their reading comprehension and how to write a persuasive essay. Through a variety of readings, participants learn to identify the main idea, what is stated and what is implied. Writing assignments cover how to present a thesis and back it up with evidence to support a point of view. Techniques for recognizing and eliminating common writing errors are presented. The CUNY Reading Assessment Test and the CUNY Writing Assessment Test are administered as part of the course. **T**

Mondays and Wednesdays, March 3-May 19, 7:30-9:30 p.m., 20 sessions. Barbara Buttacavoli, reading and writing specialist.

College Mathematics

BCP 35/\$295

Basic math skills are reviewed and fundamental algebra concepts are presented to help students prepare for the CUNY Mathematics Assessment Test (MAT). Arithmetic operations on integers, decimals, fractions and percents are emphasized. Beginning algebra topics include signed numbers, equations, proportions, factoring and word problems. The CUNY Mathematics Assessment Test is administered as part of the course. **T**

Tuesdays and Thursdays, March 4-May 20, 7:30-9:30 p.m., 20 sessions. Martin Mathelier, college mathematics specialist.

T Textbook to be brought to first class meeting