



High School 21+ at Seattle Central and Seattle Vocational Institute

... what you need to know as of July 2018

Until July 12	July 12 through mid-August	Mid-August onward
Debbie McLaughlin, Director of Basic & Transitional Studies deborah.mclaughlin@seattlecolleges.edu , call 206-934-4142, or stop by room 3123	Main Campus Kit Gruver, HS 21 teacher Kit.gruver@seattlecolleges.edu Or stop by 3122 on Mondays, noon-1:00 Or 3138 Mondays, 3:00-5:00 SVI Peter Frankland, HS21 teacher Peter.frankland@seattlecolleges.edu Peter is at SVI room 305 Thursdays, 12:30-5:30 pm	A new contact person will be appointed. Feel free to call 934-4180 to ask who the new contact is.

High School 21+ is for people 21 and older. You can earn some or all of the credits you need for a Washington State high school diploma through Basic & Transitional Studies (BTS) at [Seattle Central College \(SCC\)](#) and [Seattle Vocational Institute \(SVI\)](#). Other colleges offer this program, too, but every college has its own procedures.

How many credits you need depends on the year you were scheduled to graduate. When your transcript is evaluated, a conversion is made from high school credits needed (e.g. 19) to equivalent credits in the college system.

You earn credits in multiple ways. What you will do depends on what we learn from your high school transcript. You can sometimes earn dual credits: e.g. we have some classes where you can earn science and social studies credit simultaneously. This is important because you could earn a lot of credits in one quarter IF you take several classes and put a lot of time & effort into individual work. You should be prepared to take some classes on campus (usually Math and Communications, which is reading and writing); we currently do not have a fully online program.

Earn credits—beyond what you've already earned in high school or in another program—through a variety of ways:

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| Completing orientation | Completing college classes |
| High-enough scores on CASAS | Passing some GED tests |
| Completing ABE classes | Completing ESL 081 |
| Completing online modules in Canvas | Documentation of work & related trainings |

Prior credit for professional or technical training (requires documentation & we reserve the right to approve or not). Examples: CPR, other certifications.

Classes cost \$25 per quarter; that's right—tuition is only \$25. Most people take reading/writing and math classes, and electives and HS 21+ are included in the \$25. This is a very good bargain. The federal government subsidizes tuition in this program. There may be other fees and costs: books, reading packets from the Copy Center, software costs for an accelerated math class, parking fees, student ID. We have a limited number of waivers of the tuition, as our classes are already heavily subsidized by the government.

We develop your educational plan and advise you AFTER you have your transcript evaluated, fill out an application, and attend either an orientation at SCC or Admissions Workshop at SVI. Once you are enrolled, the HS 21+ teacher will make an educational plan for you.

Classes occur each quarter at both the Seattle Central Campus and at Seattle Vocational Institute (2121 S. Jackson). Read on for important information about dates and times.

FIRST, for both SCC and SVI

If you did HS 21 at another college or community-based organization, you do not need to request your transcript again. We can work with you to transfer all your information to us.

If you didn't ever go to high school or don't have a transcript you can get, you can still do HS21 with us and earn ALL the credits you need. Skip the parts here about getting your transcript. Follow the steps for doing orientation.

If you went to high school but have never been in a HS21 program, request an official transcript from your high school or district. The transcript you receive must be in a SEALED (unopened) envelope. Please be careful that no one at your house opens your mail. If this envelope is opened, it will not be considered official, and you'll need to start again. If you have transcripts from more than one institution, please request all of them. We can only start on your educational plan once your transcript has been evaluated, so be sure to get this process started as soon as possible.

1. Detach the form on the next page and attach to your official transcript (in an unopened envelope).
2. Turn in at room 1104 at the main campus building, 1701 Broadway, to the Admissions staff. It is quickest to bring the transcript yourself. If you have the transcript & the request form, the SVI teacher or Admissions Workshop staff who registers you may be able to take it and bring it to the main campus for you.
3. The evaluated transcript will be mailed back to you, not to the HS21 staff. It is your responsibility to bring it back to the HS21 staff. It can take two weeks for the transcript to be completed.

HIGH SCHOOL EVALUATION REQUEST for High School 21 (Basic Studies)

Last name _____ First name _____.

Student ID number (SID) _____ .

You will get a SID when you attend orientation or the Admissions Workshop. If you are requesting transcript evaluation BEFORE these sessions, you will need to get a SID. You can do the [online application \(click here\)](#), and Admissions will generate a SID for you. OR, you can fill out the paper-based application when you go to turn in the transcript; this is available at the Admissions window in room 1104 on the main campus.

Street address _____ City _____ State _____ Zip
code _____

SIGNATURE _____

Seattle Central specifics

You can start our program at the beginning of a quarter, by first attending the orientation class. Orientation is almost always BEFORE the first day of the quarter.

Class options include morning and evening, with one specific high school class (usually science or social studies) in the afternoon. The HS21 teacher is available Monday afternoons for the online modules & to consult with you on your plan.

1. Turn in your transcript and request form: 1701 Broadway, main building of Seattle Central College, room 1104, Admissions.
2. When the transcript is evaluated, the college will send you a copy of the results (called your "evaluated transcript"). Bring this to the contact person listed on the front page.
3. Bring the attached HS21 application/information sheet to the contact person listed on the first page. This is NOT the college application to generate a SID; rather, it's the last page of this booklet. The teacher will create an educational plan for you. You will get your plan as soon as it's ready: hopefully the first day of classes.
4. Sign up for an ABE orientation. You **MUST** complete an orientation (usually 3 hours over the course of 4 days) to be eligible for this program. We offer orientations four times a year. Attend all four days of orientation; at the end, you will be registered for your core classes and HS21.

To sign up, go to Seattle Central, 1701 Broadway, Room 3122. Bring picture ID and \$25. You will be given instructions about how to register and pay. We open registration on specific dates each quarter; these are the dates you can sign up for orientation.

2018-2019 dates for Seattle Central

Summer quarter 2018: May 29 through June 15 to sign up for orientation (which runs June 18-21).

Fall quarter 2018: July 16 through September 14 (orientations are in September)

Winter quarter 2019: November 20 through December 31 (orientations are in December and early January)

Spring quarter 2019: March 5 through March 22 (orientation is March 25-28)

Summer quarter 2019: May 28 through June 14 (orientation is June 17-20)

5. On the first day of classes (June 25 for Summer quarter 2018), attend a 30-minute information session with Kit, the teacher, at 1:30 or 4:45, room 3134 or 3122.

Seattle Vocational Institute

We have weekly entry into our program through the Admissions Workshop. Class options include mornings for reading/writing/math and Thursday afternoons for HS21 portfolio classes.

Step 1:

Attend an admissions workshop

Admissions workshop is offered each Wednesday from 1:00 – 5:00. Call first to confirm workshop is running: 206.934.4950, as there are times during the year when the workshop doesn't happen. You don't have to sign up ahead of time: just show up at 1:00! Room 315.

You may be placed into English and Math classes, because we may not yet know precisely what you need for HS21. Tell the person doing the registration that you want HS21.

Request an official transcript

Have your school send this official transcript to your house. Do not open the transcript when you receive it, or it will be invalid.

Step 2: Turn-in your official transcript to Seattle Central

Fill out the request-for-evaluation form and attach to your transcript. The form is in this information booklet, which is also on the door of room 306, the HS21 teacher's door. It is quicker to bring your transcript directly to Admissions, Seattle Central College, 1701 Broadway, Room 1104. Or, you can give the transcript & form to the Admissions Workshop staff who registers you, and she can bring it to campus.

If you turn it in to Admissions BEFORE you have done SVI's Admissions Workshop, ask the Admission staff about how to get a student ID (SID) number. You will need a SID for your request-for-evaluation form.

Step 3: Give the HS21 teacher your evaluated transcript

When the transcript has been evaluated, the college will send you a copy of the results (called your "evaluated transcript"). Bring to the teacher during class time. The teacher will create a HS21 plan for you that will tell you what credits you need to complete.

Step 4: Start attending the class

Once you have your HS21 plan made, you can begin working on earning credits. Class meets Thursdays from 12:30-5:30 in room 306. You should plan to check in with the teacher for at least 15 minutes each week. You may choose to stay and do your work during class time or you may do it independently outside of class time.

High School 21 Application/Information sheet

Please fill out & give to the contact person listed on the front page of this booklet.

Name: _____ Date: _____

Phone number: _____ SID: _____

Email address: _____ Age: circle one: Under 21 21 or older

What year did you begin the 9th grade? _____

What year would you have graduated? _____

I attended an ABE Orientation on _____ **OR** I will attend an ABE orientation on _____

I attended an SVI Admissions Workshop _____ **OR** I will attend one on this date _____

I have turned in my transcript to SCC room 1104 or to the teacher at SVI: Yes _____ No _____

I have taken the GED Ready practice test. Yes _____ No _____

If yes, what were your scores? Science _____ Social Studies _____ Language Arts _____ Math _____

I have taken an Official GED test. Yes _____ No _____

If yes, when did you take the test? _____

If yes, what were your scores? Science _____ Social Studies _____ Language Arts _____ Math _____

I have a transcript from another college. Yes _____ No _____

I have taken college placement tests. Yes _____ No _____

If yes to transcripts & tests, please let your HS21 instructor know. We may be able to look these up or guide you on getting them.

Other Training or Certificates

Have you earned any work-related or other certificates (such as CPR Card, Microsoft software, etc)?
List the certificates you earned and when you earned them. Some of these *might* be eligible for credit.
