

# ADULT HIGH SCHOOL AND GED

The Adult High School (AHS) Diploma Program is designed for adults who want to earn their high school diploma. Students meet with an advisor to create an individual learning plan, and work one-on-one with faculty and in small groups with other students. Subjects include reading comprehension, vocabulary and grammar, spelling, writing, mathematics and other subjects. Credit towards our high school completion program can be transferred from other accredited high schools or colleges. We offer free classes, student support services such as transcript analysis, assessment, orientation, registration support, academic advising/counseling and career counseling and a flexible class schedule.

GED exam preparation classes are designed for students who are 18 years of age or older who wish to earn a high school equivalency certificate. Students are given instruction in the basic skills needed, and have the opportunity to take practice tests that will help them successfully complete all GED exams. Classes are offered both daytime and evenings. GED exam preparation classes are also offered bilingually (Spanish/English).

## Courses

### GED NC010 GED Language Arts (0 Units)

Hours: 200 (200 lecture)

Prepares students for the GED Reasoning Through Language Arts exam. Topics include applying critical thinking skills to reading fiction and informational texts; reviewing language mechanics, grammar, vocabulary and editing skills; and writing extended response essays. Emphasis is also placed on developing test-taking strategies. Course restricted to 98 repetitions

### GED NC020 GED Social Studies (0 Units)

Hours: 200 (200 lecture)

This course prepares students for the GED Social Studies exam. Topics include a review of key concepts in US government, US history, world history, and economics. Emphasis is placed on developing test-taking skills and strategies and on applying critical thinking skills to analyze text, graphs, tables, charts, and diagrams. Course restricted to 98 repetitions

### GED NC030 GED Science (0 Units)

Hours: 200 (200 lecture)

This course prepares students for the GED Science exam. Topics include a review of key concepts and processes in biology, chemistry, physical, and earth and space science. Emphasis is placed on applying critical thinking skills to analyze text, graphs, tables, charts, and diagrams, and on developing test-taking strategies. Course restricted to 98 repetitions

### GED NC050 GED Mathematics (0 Units)

Hours: 200 (200 lecture)

This course prepares students for the GED Mathematics exam. Topics include review of whole-number operations, fractions, decimals, percent, geometry, and algebra. Emphasis is placed on developing test-taking skills as well as developing strategies for solving word problems, graph problems, and problems typically found on the GED and other mathematics exams. Course restricted to 98 repetitions

### GEDB NC060 GED Test Subject - Bilingual Reading (0 Units)

Hours: 200 (200 lecture)

This course prepares students for the Spanish version of the GED Reasoning through Language Arts exam. Topics include applying critical thinking skills to reading fiction and informational texts; reviewing language mechanics, grammar, vocabulary, and editing skills; and writing extended response essays. Emphasis is also placed on developing test-taking strategies. Course restricted to 98 repetitions

### GEDB NC070 GED Test Subject - Bilingual Social Studies (0 Units)

Hours: 200 (200 lecture)

This course prepares students for the Spanish version of the GED Social Studies exam. Topics include a review of key concepts in US government, US history, world history, and economics. Emphasis is placed on developing test-taking skills and strategies and on applying critical thinking skills to analyze text, graphs, tables, charts, and diagrams. Course restricted to 98 repetitions

### GEDB NC080 GED Test Subject - Bilingual Science (0 Units)

Hours: 200 (200 lecture)

This course prepares students for the Spanish version of the GED Science exam. Topics include a review of key concepts and processes in biology, chemistry, physical, and earth and space science. Emphasis is placed on applying critical thinking skills to analyze text, graphs, tables, charts, and diagrams, and on developing test-taking strategies. Course restricted to 98 repetitions

### GEDB NC100 GED Test Subject - Bilingual Mathematics (0 Units)

Hours: 200 (200 lecture)

This course prepares students for the Spanish version of the GED Mathematics exam. Topics include review of whole-number operations, fractions, decimals, percent, geometry, and algebra. Emphasis is placed on developing test-taking skills as well as developing strategies for solving word problems, graph problems, and problems typically found on the GED and other mathematics exams. Course restricted to 98 repetitions

### HSCA NC010 Learning Skills: PowerPoint (1-2 Units)

Hours: 40 (40 lecture)

Using software tutorials, this Adult High School course promotes an understanding of the skills necessary to utilize Microsoft Office PowerPoint. Topics include formatting and designing slides, creating and presenting slideshow presentations, and using templates, sound effects and images. Software-based quizzes and individualized final projects measure skill mastery. Course restricted to 98 repetitions  
Transfer Information: AHS - Elective

### HSCA NC020 Learning Skills: Access (1-2 Units)

Hours: 40 (40 lecture)

Using software tutorials, this competency-based Adult High School course promotes an understanding of the skills necessary to take full advantage of Microsoft Office Access. Topics include designing and managing databases, using macros and queries to manage data, designing forms and creating reports. Software based quizzes and individualized final projects measure skill mastery. Course restricted to 98 repetitions  
Transfer Information: AHS - Elective

**HSCA NC030 Learning Skills: Outlook (1-2 Units)**

Hours: 40 (40 lecture)

Using software tutorials, this competency-based Adult High School course promotes an understanding of the skills necessary to take full advantage of Microsoft Office Outlook. Topics include designing and managing personal calendars and schedules, using and maintaining inboxes and contacts and scheduling tasks. Software-based quizzes and individualized final projects measure skill mastery. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSCA NC040 Learning Skills: Excel (1-2 Units)**

Hours: 40 (40 lecture)

Using software tutorials, this Adult High School course promotes an understanding of the skills necessary to effectively utilize Microsoft Office Excel. Topics include designing and managing spreadsheets, using spreadsheets to manage data, and creating charts, graphs, formulas and functions. Software-based quizzes and individualized final projects measure skill mastery. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSCA NC050 Learning Skills: Word Basics (1-2 Units)**

Hours: 40 (40 lecture)

Using software tutorials, this Adult High School course promotes an understanding of the skills necessary to effectively utilize Microsoft Office Word. Topics include document formatting and editing, creating tables and templates, and collaborating on the production of documents. Software-based quizzes and individualized final projects measure skill mastery. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSEC NC010 Economics (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School course in economics covering basic macro and microeconomics terms and theories, including consumer behavior, supply and demand, incentives, economic decision-making, and fundamental business, government and personal finance issues. Critical thinking and writing skills, as well as application to current events and everyday life, are emphasized. Course restricted to 98 repetitions

Transfer Information: AHS - Economics

**HSEC NC020 Introduction to Social Economics (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School Economics course designed to acquaint students with economic knowledge from the view of the individual consumer or small business owner to the global economy. It will examine the law of supply and demand, forms of business, government finances, and their influences on economic cycles. Course restricted to 98 repetitions

Transfer Information: AHS - Economics

**HSEN NC001 Reading and Composition 1 (1-10 Units)**

Hours: 200 (200 lecture)

Adult High School English course providing instruction in analytical reading skills and in writing well-developed sentences and paragraphs. The course includes vocabulary development as well as a review of language mechanics, spelling and grammar. Students read and analyze literary works and create a writing portfolio utilizing a variety of writing formats. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSEN NC002 Reading and Composition 2 (1-10 Units)**

Hours: 200 (200 lecture)

Adult High School English course in developing and refining analytical reading and writing skills. Students analyze literature, learn to write well-developed three-paragraph essays, improve vocabulary, and review language mechanics, spelling and grammar skills. Students also develop a writing portfolio comprising a variety of essay types, such as analytical and persuasive. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSEN NC003 Reading and Composition 3 (1-10 Units)**

Hours: 200 (200 lecture)

This Adult High School English course helps students further develop analytical reading and writing skills. Students analyze literature, write well-developed five-paragraph essays, increase vocabulary, and refine language mechanics, spelling and grammar skills. Students will also develop a writing portfolio comprising a variety of essay types, including comparative, analytical and persuasive. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSEN NC005 Academic Writing (1-5 Units)**

Hours: 100 (100 lecture)

This Adult High School English course offers students a study of critical thinking and composition, combined with instruction in literature. Students read both fiction and nonfiction texts with an emphasis on performing close readings, understanding literary techniques, and evaluating claims. This course includes instruction in research and evaluating and documenting sources. Course restricted to 98 repetitions

Transfer Information: AHS - English

**HSEN NC01A Reading and Composition 1A (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School English course providing instruction in analytical reading skills and writing well-developed sentences and paragraphs. The course includes vocabulary development as well as a review of language mechanics, spelling and grammar. Students read and analyze literary works and create a writing portfolio utilizing a variety of writing formats. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSEN NC01B Reading and Composition 1B (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School English course providing instruction in analytical reading skills and writing well-developed sentences and paragraphs. Students learn to recognize and apply literary techniques, read and analyze excerpts from literature as well as a level-appropriate novel, and create a writing portfolio utilizing a variety of writing formats. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSEN NC02A Reading and Composition 2A (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School English course to develop and refine analytical reading and writing skills. Students analyze literary excerpts, learn to write well-developed three-paragraph essays, improve vocabulary, and review language mechanics, spelling and grammar. Students also develop a writing portfolio comprising a variety of essay types, such as analytical and persuasive. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSEN NC02B Reading and Composition 2B (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School English course in developing and refining analytical reading and writing skills. Students analyze a novel, write well-developed three-paragraph essays, improve vocabulary, and review language mechanics, spelling and grammar skills. Students also develop a writing portfolio comprising a variety of essay types, such as analytical and persuasive. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSEN NC03A Reading and Composition 3A (1-5 Units)**

Hours: 100 (100 lecture)

This Adult High School English course helps students further develop analytical reading and writing skills. Students analyze literature, write well-developed five-paragraph essays, increase vocabulary, and refine language mechanics, spelling and grammar skills. Students will also develop a writing portfolio comprising a variety of essay types, including comparative analytical, and persuasive. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSEN NC03B Reading and Composition 3B (1-5 Units)**

Hours: 100 (100 lecture)

This Adult High School English course helps students further develop analytical reading and writing skills. Students analyze literature, write well-developed five-paragraph essays, increase vocabulary, and refine language mechanics, spelling and grammar skills. Students read novels and develop a writing portfolio comprising a variety of essay types. Course restricted to 98 repetitions

Transfer Information: AHS - English LIT &amp; COMP

**HSHE NC010 Health (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School course on health literacy. Course topics include personal health and safety, evaluation of health resources, anatomy and physiology, nutrition, diabetes, drug abuse and treatment, and environmental health. Course restricted to 98 repetitions

Transfer Information: AHS - Health

**HSHI NC030 American History: Part 1 (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School course on early United States history up to 1877, including Native Americans, European settlements and the colonial period, the culture and contribution of African Americans, the American Revolution and the creation of the U.S. Constitution, industrialism, territorial expansion, and the causes and consequences of the Civil War. Course restricted to 98 repetitions

Transfer Information: AHS - US History

**HSHI NC040 American History: Part 2 (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School United States history course covering 1865 to the present, beginning with the Reconstruction period and continuing with expansionism, industrialism, the causes and consequences of World War I, the Great Depression, World War II, the Cold War period, the Civil Rights movement, globalization and America's role in the modern world. Course restricted to 98 repetitions

Transfer Information: AHS - US History

**HSHI NC050 Immigrant Contributions and Experiences in the United States (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School course in history and ethnic studies covering the Native American experience; the imposition of a master narrative and its effects on immigrants from Africa, Ireland, Asia, Mexico, Latin America; and the Jewish and Muslim diasporas. The context of majority culture, relationships between groups, and contributions of minorities are emphasized. Course restricted to 98 repetitions

Transfer Information: AHS - US History

**HSII 002 The Learning Center: A Multimedia Learning Lab (0 Units)**

Hours: 144 (144 lecture)

Based on the Open Lab style of learning, The Learning Center is designed for students in the Vocational, ESL, Literacy and Adult High School programs. Whether you need job preparation, GED study or reading and writing improvement, come when it's convenient, focus on your own educational goals and study a variety of subjects. You will be able to work at your own pace, take advantage of an interactive multimedia setting, and receive individual attention from The Learning Center teachers.

Course restricted to 98 repetitions

Transfer Information: AHS - Independent Study

**HSMA NC010 Mathematics A: Whole Number Arithmetic (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School course in basic whole-number arithmetic. Topics include place value, reading and writing numbers, rounding, estimation and development of problem-solving skills in whole number addition, subtraction, multiplication and division. Application of these skills to everyday life and workplace skills is emphasized, including measurement and reading charts and tables. Course restricted to 98 repetitions

Transfer Information: AHS - Mathematics

**HSMA NC020 Mathematics B: Fractions, Decimals, Percents (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School mathematics course covering fractions, decimals, and percent. Topics include development of computational and problem-solving skills, as well as the application of those skills to solve measurement, basic geometry, financial, and other workplace and life skills problems. Course restricted to 98 repetitions

Transfer Information: AHS - Mathematics

**HSMA NC030 Mathematics C: Pre-Algebra (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School pre-algebra course includes a review of percent, ratio, proportion, measurement, formulas and basic algebraic equations, as well as basic geometry, graphing, probability, signed numbers, roots and exponents. Development of mathematical reasoning skills and applications to workplace, consumer and everyday life skills are emphasized. Course restricted to 98 repetitions

Transfer Information: AHS - Algebra

**HSMA NC040 Introductory Algebra (1-10 Units)**

Hours: 200 (200 lecture)

Adult High School introductory algebra course. Course begins with a review of pre-algebra concepts such as order of operations, signed numbers, roots, formulas and writing simple algebraic expressions. Additional topics include writing, simplifying, and solving monomial and polynomial equations; functions and coordinate graphs; systems of equations; inequalities; proportion; and quadratic equations. Course restricted to 98 repetitions

Transfer Information: AHS - Algebra

**HSMMA NC050 Introductory Geometry (1-10 Units)**

Hours: 200 (200 lecture)

Adult High School course in basic geometry, including measurement and relationships of lines, angles, plane figures and solid figures. Topics include development of mathematical reasoning skills and strategies, identifying and applying formulas, estimation, mental math, calculator use, and application of geometry to workplace and everyday life. Course restricted to 98 repetitions

Transfer Information: AHS - Mathematics

**HSPD NC010 Learning Skills: Note Taking Strategies (1 Unit)**

Hours: 20 (20 lecture)

This Adult High School course is designed to expand students' knowledge of note taking techniques and purposes. Topics include basic functions of note taking, pre-reading strategies, the Cornell Method, clustering and outlining. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC020 Learning Skills: Time Management (1 Unit)**

Hours: 20 (20 lecture)

This Adult High School course on time management introduces students to techniques designed to help manage time effectively and to create healthier lifestyle patterns. Topics include scheduling and how to avoid cramming. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC030 Learning Skills: Learning Styles (1 Unit)**

Hours: 20 (20 lecture)

This Adult High School course will teach students to identify their personal learning styles and how to adapt them to dominant teaching styles. Topics include the Learning Styles Questionnaire, the four learning styles, and matching your learning style and strategies. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC040 Learning Skills: Test-Taking Skills (1 Unit)**

Hours: 20 (20 lecture)

This Adult High School course builds student test-taking confidence by examining academic and emotional management techniques. Topics include test anxiety, test preparation, and strategies to use during and before taking a test. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC050 Learning Skills: Writing Skills (1 Unit)**

Hours: 20 (20 lecture)

Adult High School course in developing and improving writing skills. Students learn strategies for planning, writing and revision. Topics include assignment analysis, thesis development, organization and self-editing, as well as a review of language mechanics, spelling and grammar. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC060 Engaging Critical Thinking and Writing Strategies (2 Units)**

Hours: 40 (40 lecture)

Reading and writing short skills course for increasing rational, higher order of critical reading and writing skills in order to meet the demands of advanced study in high school. Comprehension strategies will train students how to analyze arguments, problem solve, and acquire techniques for effective critical analysis and writing. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC070 Crossroads: Paving Your Career Path (1 Unit)**

Hours: 20 (20 lecture)

This Adult High School course is designed to provide students with a path toward career development. Students will explore viable tools to develop career planning skills, chart a plan for further career growth, understand the application and interviewing process, and write a professional resume and cover letter. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC080 Pathway to Financial Literacy (1 Unit)**

Hours: 20 (20 lecture)

Adult High School course designed to provide students with financial literacy and awareness. Students explore tools to create a budget, develop a financial plan, learn how to avoid financial scams, learn how to open checking and savings accounts, and understand fees and overdraft coverage. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC090 Career Exploration for Adult High School/GED Students (1 Unit)**

Hours: 20 (20 lecture)

This Adult High School course is designed to help students evaluate possible career options and pathways. Students examine their values, interests, abilities, and lifestyle and evaluate how these match with possible career choices. Research into career paths, available resources, and how they relate to students' current studies will be emphasized.

Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPD NC100 Effective Use of Technology For Student Success (1-2 Units)**

Hours: 40 (40 lecture)

Adult High School course on the effective use of computer and web-based tools that are commonly used in classroom and workplace settings. Students will learn tips and best practices for using email, online calendars, course websites, and other technology, including Pipeline, Canvas, g-mail, Google Docs, and Google Slides. Course restricted to 98 repetitions

Transfer Information: AHS - Elective

**HSPS NC020 Survey of U.S. Government (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School survey course on the United States government. Topics include types of governments, foundations and principles of the U.S. Constitution, civil rights and responsibilities, structures and processes of the U.S. government, and factors that shape domestic and foreign policy. The course also emphasizes development of critical thinking and writing skills. Course restricted to 98 repetitions

Transfer Information: AHS- US Government

**HSPS NC030 American Government and Civics (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School course on US government and the rights and responsibilities of citizens, with an emphasis on discussion and analysis of current events. Course restricted to 98 repetitions

Transfer Information: AHS- US Government

**HSVA NC001 Visual Arts and Media Techniques/Art Studio 1 (1-10 Units)**

Hours: 200 (200 lecture)

This Adult High School course promotes an understanding of visual arts and media techniques as well as the skills associated with composition and design. Students are expected to simultaneously enroll in an art studio course and/or produce a portfolio of artwork demonstrating their understanding of visual arts and compositional techniques. Course restricted to 98 repetitions

Transfer Information: AHS - Visual & Performing Arts

**HSVA NC01A Visual Arts and Media Techniques/Art Studio 1A (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School course in visual arts, media techniques, and design skills. Topics include the impact of visual art in everyday life, analysis of art, and compositional techniques. Course restricted to 98 repetitions

Transfer Information: AHS - Visual & Performing Arts

**HSVA NC01B Visual Arts and Media Techniques/Art Studio 1B (1-5 Units)**

Hours: 100 (100 lecture)

This Adult High School course provides an introduction to visual literacy, media interpretation and art composition. Topics include critical analysis of art in mass media, addressing compositional issues, understanding artistic bias, agency and context, and the application of artistic methods. Course restricted to 98 repetitions

Transfer Information: AHS - Visual & Performing Arts

**HSWH NC010 World History 1: Early Civilizations (1-5 Units)**

Hours: 100 (100 lecture)

An Adult High School Course in world history, covering the development of cultures from the pre-historic and ancient worlds to early Asian, Greek, Roman, European, African and American civilizations. An emphasis is placed on analyzing selections of historical documents to understand the achievements and collapses of nations, empires and kingdoms. Course restricted to 98 repetitions

Transfer Information: AHS- World History

**HSWH NC020 World History 2: Modern Regions (1-5 Units)**

Hours: 100 (100 lecture)

Adult High School course in world history covering major developments and events from the European Renaissance to modern times, including political, social, religious and economic revolutions. An emphasis is placed on evaluating selections of historical documents to gain greater understanding of major themes and enduring issues that continue to influence world events. Course restricted to 98 repetitions

Transfer Information: AHS- World History