

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 ● prior learning assessments ● upgrade skills in reading, writing and numeracy, computers, communication, problem-solving and collaboration 	<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 ● "Return to Learn" programs ● upgrade skills in reading, writing and numeracy, computers, communication, problem-solving and collaboration 	<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 maintain their job ● preparing for in class level 1, 2, or 3 training ● prepare to write the Certificate of Qualification (CofQ) exams. ● numeracy (trades math) digital skills, communication, problem-solving and collaboration, reading and writing skills 	<ul style="list-style-type: none"> ● for job seekers. ● for those working, but in need of help to retain their position or to advance ● specific programs: Customer Service, POS, PSW prep, Smart Serve training ● employment and military entrance exam prep ● upgrade skills in reading, writing and numeracy, computers, communication, problem-solving 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 ● upgrade skills in reading, writing and numeracy, computers, communication problem-solving and collaboration

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:	Prince Edward Learning Centre	Loyola School of Adult and Continuing Education	Loyalist College Career and College Prep	Quinte Adult Education
Goal Specialization:	Secondary School, Post-Secondary, Employment, Apprenticeship, Independence	Secondary School, Employment, Apprenticeship	Post-Secondary, Employment, Apprenticeship	Secondary School, Apprenticeship
Delivery Method:	<ul style="list-style-type: none"> ● one-to-one tutoring ● e-learning with teacher support ● small groups 	<ul style="list-style-type: none"> ● individual support ● small class ● e-learning with teacher support ● 6 week courses 	<ul style="list-style-type: none"> ● in-person classes ● independent learning ● e-learning 	<ul style="list-style-type: none"> ● correspondence courses ● independent learning ● e-learning
Training Specialization:	<ul style="list-style-type: none"> ● communications, math, digital skills ● military exam prep ● employment skills ● secondary school credit support ● financial literacy ● returning to learning support ● preparing for apprenticeship and skilled trades 	<ul style="list-style-type: none"> ● pre-health and science ● Return to Earn and Learn (REAL) program ● secondary school credit ● prior learning assesment and credit ● English as a second Language (ESL) ● Personal Support Worker (PSW) course 	<ul style="list-style-type: none"> ● ACE (Academic Career Entrance) Certificate (grade 12 equivalent for college/apprenticeship) ● academic upgrading and college prep ● math, communications, sciences, computers ● strategies for college and work 	<ul style="list-style-type: none"> ● secondary school credit ● prior learning assessment and credit ● Earn While You Learn program
Hours:	Monday & Thursday: 9:00 a.m. to 4:00 p.m. Tuesday: 9:00 a.m. to 6:00 p.m (lunch provided) Friday: 9:00 a.m. to 12:00 p.m.	Monday to Friday: 8:30 a.m. to 2:30 p.m.	Monday to Friday: mornings and afternoons	Monday to Friday: 8:00 a.m. to 4:00 p.m.
Location:	97 Main Street, Rexall Plaza Picton ON	97 Main Street, Rexall Plaza Picton ON	376 Wallbridge-Loyalist Road, Pioneer Building Belleville ON	224 Palmer Road, William R. Kirk Building Room #126, Belleville ON
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