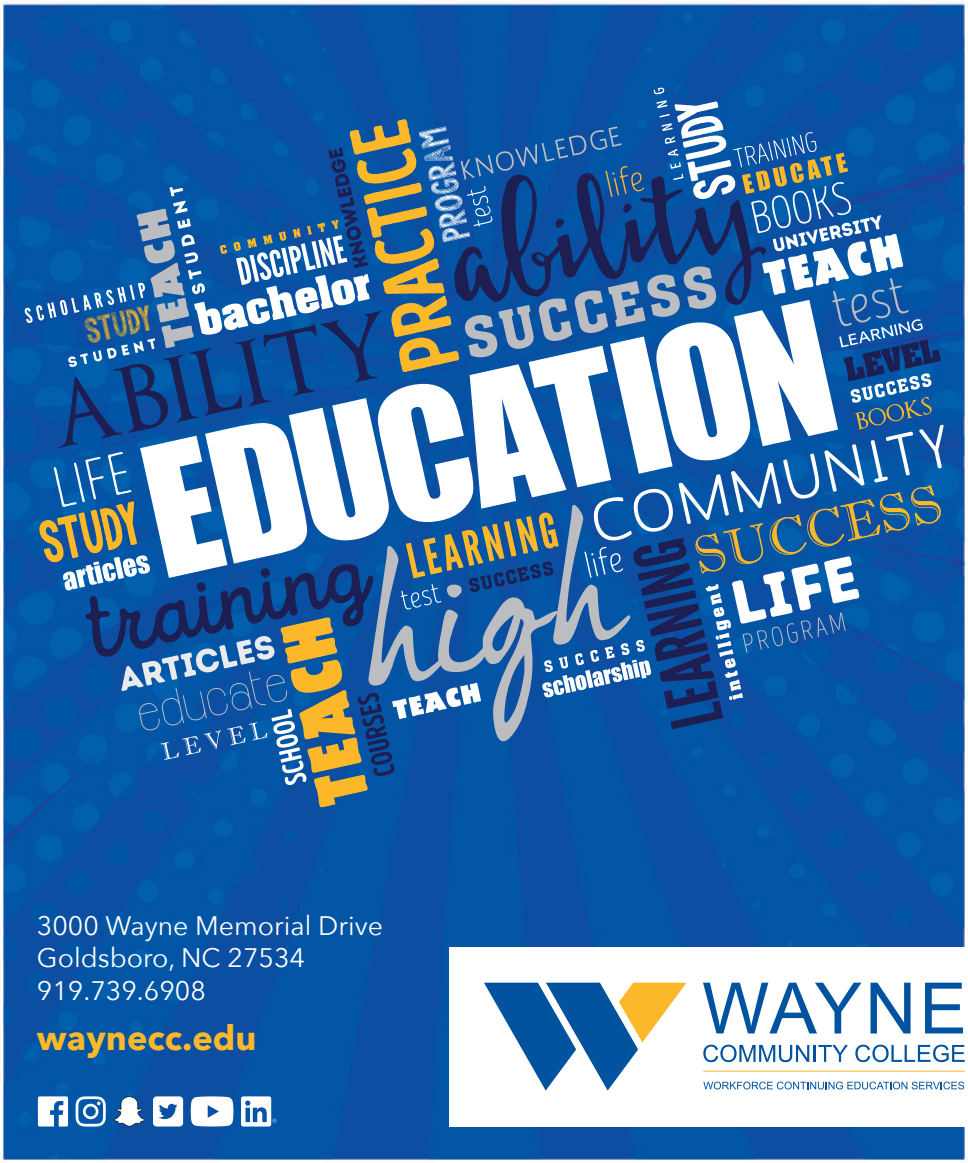
TPCC

Transitional Programs for College and Career



3000 Wayne Memorial Drive
Goldsboro, NC 27534
919.739.6908

waynecc.edu

WAYNE
COMMUNITY COLLEGE
WORKFORCE CONTINUING EDUCATION SERVICES

It is the policy of Wayne Community College that all persons have equal opportunity and access to its educational programs, services, activities, and facilities without regard to race, religion, color, sex, age, national origin or ancestry, marital status, parental status, sexual orientation, disability or status as a veteran. WCC is an Affirmative Action institution. This material may be available in alternative formats.

Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees. Wayne Community College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Wayne Community College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

The Commission on Colleges may be contacted only if there is evidence that Wayne Community College is significantly non-compliant with a requirement or standard. Accreditation standards are located at: http://www.sacscoc.org/principles.asp

The purpose for publishing the Commission's access and contact numbers is to enable interested constituents (1) to learn about the accreditation status of the institution, (2) to file a third-party comment at the time of the institution's decennial review, or (3) to file a complaint against the institution for alleged non-compliance with a standard or requirement.

Inquiries about Wayne Community College, such as admission requirements, financial aid, educational programs, etc. should be addressed directly to Wayne Community College and not the Commission's office.

Student Right-to-Know: Information regarding the persistence rate of enrolled students toward graduation and transfer-out-rate is available in the Office of Admissions and Records. Student rights under FERPA are available at ed.gov/policy/gen/guid/fpco/ferpa/index.html or in the Office of Admissions and Records and in the Office of Counseling Services.

For more information about our graduation rates, the median debt of students who completed a program, and other important information, please visit our Web site at: waynecc.edu/gainful-employment/.

Wayne Community College is a tobacco-free institution.

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Wayne Community College
"Where Futures Grow"

WELCOME

Welcome to the Transitional Programs for College and Career (TPCC) Family! We are glad that you decided to continue your education with Wayne Community College. The faculty and staff of our department are eager to assist you in achieving success.

How would you define success? Would it be how much money you have in the bank? Would it be your job title or position in an organization? Does success hinge upon the wheels of the car you drive? Today, let's agree that one measure for success is the completion of your high school equivalency or adult high school diploma, or learning how to speak English.

Think about the benefits of obtaining your diploma. By obtaining this level of educational success you are opening the door to post-secondary education as over 95 percent of two-year colleges and four-year universities accept a high school equivalency or adult high school diploma for enrollment. High school equivalency and adult high school graduates earn ***over $10,000 more*** a year than those without a diploma. There are also benefits to learning English as your second language. Being able to communicate with others in your community to help you look for a job, advocate for your children, or understand your rights are a big deal! A world of opportunity exists for those who are willing to put in the time.

There are many successful people by today's standards who got their start by receiving their high school equivalency diploma: songstress Fantasia, actor Nicholas Cage, rapper Eminem, Olympic gold medalist Mary Lou Retton, boxer Oscar de la Hoya, and NBA umpire, Tommy Nunez. Today, you too have started the journey towards success. There is no limit to what you can do!

Yours in Learning,

Renita Allen Dawson

Renita Allen Dawson, Vice President
Workforce Continuing Education Services and Community Engagement

Welcome to the Transitional Programs for College and Career Department at Wayne Community College. We are truly happy that you have chosen our institution to pursue your educational goals.

The staff and faculty of TPCC are here to help you accomplish your goal of earning your High School Equivalency diploma, Adult High School diploma, or learning the English language. Earning a credential or simply learning to speak English or improve your English skills will help you to have a happier and more productive life. We are here to help you earn a credential and then enter a program of higher education or begin a career.

Students can attend traditional classes on campus or take classes online. We have a Basic Skills Plus program which could give you an opportunity to take college classes free of charge along with your Basic Skills classes. We offer classes in the evening so if you work during the day, you can attend school at night. The Workforce Innovation and Opportunity Act (WIOA) Youth Program for 16 to 24 year olds is available. This program can assist you with transportation, childcare, job internships, and leadership classes.

Again, welcome to the Transitional Programs for College and Career Department. We look forward to a successful and productive partnership with you.

Harold O. Warren

Harold O. Warren, Director
Transitional Programs for College and Career

TPCC FULL-TIME FACULTY and STAFF

STAFF	NAME	NUMBER
Director	Harold O. Warren	919-739-6921
Student Support Coordinator	Kristen Medus	919-739-6922
ELA Coordinator/ Instructor	Maria Abalo-Zarate	919-739-6924 *(hablo Espanol)*
Administrative Assistant	Erica Babb	919-739-6908
Testing Facilitator	Graciela Kellar	919-739-6904
WIOA Youth Coordinator/Career Advisor	Shaquita Hatcher	919-739-6923
WIOA Career Advisor	Crystal Doyle	919-739-6925

FACULTY / STAFF	NAME	NUMBER
Recruiting/Retention Specialist	Amelia Hall	919-739-6911 *(hablo Espanol)*
Computer-Based Learning Coordinator	Krystle Anderson	919-739-6916
TPCC Neuse Instructor	Lou Riggans	919-739-6917

NOTES:

WCC **MISSION STATEMENT**

VISION STATEMENT

Wayne Community College will be the preferred choice for quality education and training in the communities it serves.

MISSION STATEMENT

Wayne Community College (WCC) is a learning centered, public, associate degree granting institution with an open door admissions policy. WCC is located in Goldsboro, North Carolina and is part of the North Carolina Community College System.

Wayne Community College's mission is to meet the educational, training, and cultural needs of the communities it serves.

Wayne Community College
TRANSITIONAL PROGRAMS FOR COLLEGE AND CAREER MISSION STATEMENT

The mission of the Transitional Programs for College and Career is to help adult learners fulfill their potential to become self-sufficient, contributing members of society, and to provide adult learners with the skills necessary to complete a secondary school education, to find meaningful employment, and to become parents who are full partners in the education of their children.

ORIENTATION and ASSESSMENTS

ORIENTATION

All students must attend an orientation prior to enrolling into the Adult High School (AHS) Program, High School Equivalent (HSE) Program, or English Language Acquisition (ELA) Program.

ASSESSMENTS

Students must take the Test of the Adult Education (TABE) placement test during orientation. Students need a minimum score equating to the 9th grade level in Reading and Math to enter the AHS or HSE program.

Students not meeting the test requirements will be registered in pre-AHS/HSE courses to improve their academic skill level.

Students interested in the ELA Program will take the Comprehensive Adult Student Assessment System (CASAS) test for enrollment.

ADULT BASIC EDUCATION (ABE) PROGRAM

The Adult Basic Education Program contains curriculum designed to assist students to improve their reading and math skills in order to function in today's society and/or enroll in either the AHS or HSE Program. The ABE curriculum explores ways to enhance job performance, parenting skills, self-esteem, and critical thinking skills. ABE classes are also referred to as Pre-AHS or Pre-HSE classes.

ADULT HIGH SCHOOL Diploma Program

The purpose of the Adult High School (AHS) Program is to assure competence in specific course content. Some courses provide an opportunity for students to test out by taking a pre-test with a 70 percent mastery of the course content.

Students are required to complete either 21 or 24 course credits depending upon catalog year of enrollment aligning with the curriculum of the Wayne County Public Schools.

REQUIREMENTS:

English ..... **4 Credits**
English 1, English 2, English 3, English 4

Math ..... **4 Credits**
Algebra 1, Geometry, Algebra 2, Fourth Math

Science ..... **3 Credits**
Physical Science, Biology, Earth Science

Social Studies ..... **3 Credits**
Civics, US History, World History Course

Health ..... **1 Credit**

National Career Readiness Certificate (NCRC) ..... **1 Credit**

Electives ..... **5 - 8 Credits**
(Based on Catalog Year)
Several Electives are available.

HIGH SCHOOL EQUIVALENCY (HSE) PROGRAM

The High School Equivalency (HSE) Diploma is a credential which assesses knowledge in language arts, writing, mathematical reasoning, social studies, and science. North Carolina Community Colleges offer the General Educational Diploma (GED) test and the HiSet test.

GED - The GED high school credential is accepted by more than 95 percent of U.S. employers, colleges and universities. Passing the GED Tests can mean a better job, further training or a pathway to higher education. The GED at Wayne Community College is computer based. Wayne Community College is an authorized Pearson Vue test center.

HiSet - The HiSET high school credential is intended to measure whether a student has the academic skills that are equivalent to a typical high school graduate. It is an alternative exam to the GED test. The HiSET exam has been designed to align with the Common Core State Standards in Language Arts and Math. At Wayne Community College, the HiSet is a paper and pencil exam.

ENGLISH LANGUAGE ACQUISITION (ELA) PROGRAM

The ELA program is designed to assist speakers of other languages to improve reading, writing, and speaking skills in the English language. There is also a focus placed on learning American culture and employability skills. ELA is also known as English as a Second Language (ESL).

ELA classes focus on group conversation, grammar and writing instruction and reading comprehension.

United States citizenship classes are also offered at Wayne Community College and other locations throughout Wayne County at various times.

For more information, call 919-739-6911.

BASIC SKILLS PLUS

Basic Skills Plus offers transitions and career pathway support to students preparing for entry into employment and postsecondary education programs. The North Carolina legislature approved the Basic Skills Plus program in 2010. Students performing at the adult secondary education level 5 or higher in either reading or math are eligible for the program. Students must be enrolled in the AHS or HSE program while taking college curriculum and/or continuing education courses working toward a career pathway.

HAROLD O. WARREN
Director, Transitional Programs for College and Career
919-739-6921
harwar@waynecc.edu

WORKFORCE INNOVATION and OPPORTUNITY ACT (WIOA)

The Workforce Innovation and Opportunity Act (WIOA) Youth Services Program seeks to assist eligible at-risk youth in achieving academic and employment success through effective and comprehensive activities. The program emphasizes the long term development of youth by expanding upon successful youth development programs.

Under WIOA, comprehensive youth services include the following elements:

1. Tutoring, study skills training, instruction and, evidence-based dropout prevention and recovery strategies;
2. Alternative secondary school services, or dropout recovery services, as appropriate;
3. Paid and unpaid work experiences;
4. Occupational skill training;
5. Education offered concurrently with and in the same context as work-force preparation activities and training for a specific occupation or occupational cluster;
6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive social and civic behaviors;
7. Supportive services;
8. Adult mentoring for a duration of at least 12 months, that may occur both during and after program participation;
9. Follow-up services for not less than 12 months after the completion of participation;
10. Comprehensive guidance and counseling, which may include drug and alcohol abuse counseling, as well as referrals to counseling, as appropriate
11. Financial literacy education;

WORKFORCE INNOVATION and OPPORTUNITY ACT (WIOA)

12. Entrepreneurial skills training;

13. Services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services; and

14. Activities that help youth prepare for and transition to postsecondary education and training.

For more Information, please contact :

SHAQUITA HATCHER, WIOA Youth Career Advisor
919-739-6923 or 919-731-7950

HONOR STUDENTS

AHS HONOR LIST
Student must successfully complete a minimum of two courses with a "B' average or a Grade Point Average (GPA) of 3.0 to 3.9.

AHS SCHOLAR LIST
Student must successfully complete a minimum of two courses with an "A" average or a GPA of 4.0.

AHS HONOR GRADUATE
Student must have taken a minimum of four courses and completed all AHS requirements earning a GPA of 3.0 or higher with no grades lower than a B.

AHS HONOR SCHOLAR
Student must have taken a minimum of four courses and completed all AHS requirements earning a GPA of 4.0.

HSE HONOR GRADUATE SCORES
GED Honor 640 – 699 HiSET Honor 80 - 89

TPCC **STUDENT POLICIES**

STUDENT DRESS CODE

TPCC students are expected to dress in a manner that is acceptable for an educational environment. Your dress should be acceptable to staff, faculty, and other students. One warning regarding improper attire will be given and you may be sent home immediately. Other violations may result in a three-day suspension.

Extreme or inappropriate attire includes but is not limited to:

- Extreme attention-seeking attire that has a tendency to distract other students from learning. *(Ex. showing cleavage, abs, short shorts, mini dresses, low fitting garments, spaghetti straps)*

- Shorts should not be shorter than the length of your fingernails with your arms to your side. *(Example: Hot pants)*

- Pants that do not fit properly revealing undergarments and/or buttocks.

- Profanity or derogatory words or images on clothing directed toward any specific culture or race is strictly prohibited.

- Pajamas are prohibited.

PROGRAM COSTS

Student ID - $3.00

Student ID Validation - $1.00

Student Insurance - $0.55

Parking Decal - $2.00

HSE TESTS:
See Advisor for cost.
Fees are subject to change.

TPCC **STUDENT POLICIES**

ATTENDANCE POLICY

The Wayne Community College TPCC Department expects student to gain soft skills, competencies, and an awareness of a workplace ethic which emphasizes responsibility and commitment. Regular attendance is the student's responsibility and is important for academic success.

A. CLASSROOM ATTENDANCE

Students must show up for class by the second class period for a high school class, pathway class, reading or math class. Pre-registered students do not become officially registered until they attend class. A student who regularly attends class has a better chance of successfully completing the class. Tardiness and leaving class early are disruptive for the instructor and other students. In case of absence from class, a student is required to make up missed assignments.

B. ONLINE ATTENDANCE/COMPUTER-BASED INSTRUCTION

Students registered in hybrid classes or total online classes must meet the expected campus hours for that class and pass the modules associated with that course. Students should log in at least 10 hours per week and have evidence of work shown on the weekly computer report. Failure to meet these hours may result in being disconnected from the course and/or a grade of "I" incomplete or "F" for a high school course.

C. ATTENDANCE COMMITTEE

Students with excessive absences from class may be referred to the Attendance Committee by the instructor. The committee shall review the student's attendance history and other academic factors and determine if the circumstances warrant a student to continue in the classroom course. Students must provide documentation for the reasons of the excessive absences. Documentation may include death of an immediate family member, hospitalization, or other sickness. Other reasons may or may not be evaluated. Only one appeal is allowed per 16-week semester. The Committee shall make a recommendation to the Program Director regarding the student's attendance. The Director will make the final decision.

TECHNOLOGY POLICY

Wayne Community College has adopted a Technology Acceptable Use Procedure (TAUP). The purpose of this procedure is to enhance and support the educational mission of the college. This procedure is subordinate to all the applicable laws of the State of North Carolina and the United States of America. All students, faculty, staff, and public patrons are responsible for using WCC's technical resources in an effective, ethical, and lawful manner to ensure that WCC maintains confidentiality, integrity, and availability of systems and information assets.

ACCEPTABLE USE

- Use consistent with the Acceptable Use Policy (AUP) for the Microelectronics Center of North Carolina (MCNC). WCC uses as its Internet Service Provider and is therefore subject to its established AUP.

- Use related to administrative and other support activities considered consistent with the mission of WCC.

- Use for purposes of, or in support of, education and research.

UNACCEPTABLE USE

- Use of WCC's technological resources that violates federal, state, and local laws or statues.

- Use inconsistent with MCNC's AUP.

- Use of WCC's technological resources, which provides or assists in gaining unauthorized or inappropriate access to systems, net-works, software or data at WCC or any other sites.

- Use of the internet for illegal activity, including violation of copy-rights, patents, trademarks, software licensing or other contracts.

- Use of the Internet or other technology for financial or commercial gain, including but not limited to gambling.

- Use for activities that interfere with the ability of others to use WCC technologies and resources effectively.

- Use for activities that result in the loss of another person's work or unauthorized access to another person's work.

- Use of another person's account.

- Divulging passwords to anyone else.

- Divulging personal, confidential, or sensitive information.

- Use for distribution of obscene, pornographic, abusive or threatening messages via electronic communications of any means.

- Use for a defamatory, libelous, or slanderous purpose.

- Use in a discriminatory manner, to promote discrimination or incite hate.

- Use for distribution of chain letters or broadcasting to lists of individuals in such a manner that might cause congestion on the network or cause College networks to be blocked by internal systems due to "spamming" or other misuse.

- Cyber harassment, which includes cyberbullying.

- Cyberstalking - use of the internet to stalk or demonstrate a pattern of threatening of malicious behaviors.

- Sending malware, viruses, worms, Trojan horses, email bombs, spyware, key loggers or other harmful software code.

The complete Student Code of Conduct can be located at *http://waynecc.smartcatalogiq.com/2021-2022/General-Catalog-and-Student-Handbook/Student-Handbook/Students-Rights-Responsibilities-and-Judicial-Procedures*

Wayne Community College reserves the right and will exercise its responsibility to record and/or monitor its systems for acceptable use.

GRADUATION INFORMATION

Students who complete the Adult High School (AHS) or High School Equivalency (HSE) requirements are eligible and urged to participate in the Transitional Programs for College & Career graduation ceremony which is held in the Moffatt Auditorium on the campus of Wayne Community College.

GRADUATION PROCEDURES

- Graduation information will be mailed to graduates.
- Obtain and complete a Graduation Application in the TPCC office.
- Pre-order your cap and gown at the WCC bookstore.
- **Return the Graduation Application to the TPCC office by the deadline.** *(Returning the application verifies your participation in the ceremony.)*
- Attend Graduation Practice.
- Participate in the Graduation Ceremony. **Graduate!**

High School Diplomas are only issued in May of each year. AHS graduates may obtain their diplomas after the ceremony.

Duplicate diplomas can not be printed.

HSE graduates are emailed instructions for obtaining their diploma certificate and official transcripts.

AUGUST 2025

SUN	MON	TUES	WED	THUR	FRI	SAT
27	28	29	30	31	01 Campus Closed	02
03	04 Fall Tuition Due by 4 p.m.	05	06	07	08 Campus Closed	09
10	11	12 Convocation	13 Registration	14 Registration	15	16
17	18 Fall Classes Begin	19	20	21	22	23
24 31	25	26	27	28	29	30

SEPTEMBER 2025

SUN	MON	TUES	WED	THUR	FRI	SAT
31	01 **Labor Day Holiday** Campus Closed	02	03	04	05	06
07	08	09	10	11	12	13
14	15	16	17 Constitution Day	18	19	20
21	22 Autumn Equinox	23	24	25	26	27
28	29	30	01	02	03	04

OCTOBER 2025

SUN	MON	TUES	WED	THUR	FRI	SAT
28	29	30	01	02	03	04
05	06	07	08	09	10	11
12	13 Columbus Day	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31 **Halloween**	01

NOVEMBER 2025

SUN	MON	TUES	WED	THUR	FRI	SAT
26	27	28	29	30	31	01
02	03 Registration	04 Registration	05 Registration	06 Registration	07 Registration	08
09	10 Registration	11 **Veteran's Day Holiday** Campus Closed	12	13	14	15
16	17	18	19	20	21	22
23 30	24	25	26 *Optional Staff Workday* **Thanksgiving Holiday** Campus Closed	27 **Thanksgiving Holiday** Campus Closed	28 **Thanksgiving Holiday** Campus Closed	29

DECEMBER 2025

SUN	MON	TUES	WED	THUR	FRI	SAT
30	01	02	03	04	05	06
07	08	09	10	11	12 Last Day of Classes	13
14 Hanukkah Begins	15	16 **Curriculum Graduation**	17	18 TPCC Fall Classes End	19	20
21	22 *Optional Staff Workday* **Holiday** Campus Closed	23 *Optional Staff Workday* **Holiday** Campus Closed	24 **Christmas Eve Holiday** Campus Closed	25 **Christmas Day** Campus Closed	26 Kwanzaa Begins **Holiday** Campus Closed	27
28	29	30	31	01 **New Year's Day Holiday** Campus Closed	02	03

JANUARY 2026

SUN	MON	TUES	WED	THUR	FRI	SAT
28	29	30	31	01 **New Year's Day Holiday** Campus Closed	02	03
04	05	06 Registration	07 Registration	08 TPCC Spring I Classes Begin	09	10
11	12	13	14	15	16	17
18	19 **Martin Luther King Jr. Day Holiday** Campus Closed	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2026

SUN	MON	TUES	WED	THUR	FRI	SAT
01	02	03 Chinese New Year	04 Groundhog Day	05	06	07
08	09	10	11	12	13	14 Valentine's Day
15	16 President's Day	17	18	19	20	21
22	23	24	25	26	27	28
01	02	03	04	05	06	07

MARCH 2026

SUN	MON	TUES	WED	THUR	FRI	SAT
01	02 Registration	03	04	05 Student/ Faculty Break	06 Student/ Faculty Break	07
08	09 AHS Spring II Classes Begin	10	11	12	13	14
15	16	17 St. Patrick's Day	18	19	20	21
22	23	24	25	26	27	28
29	30	31	01	02	03	04

APRIL 2026

SUN	MON	TUES	WED	THUR	FRI	SAT
29	30	31	01 April Fool's Day	02	03 **Good Friday Holiday** Campus Closed	04
05 **Easter Holiday**	06 Spring Break Campus Closed to the Public (Optional Staff Workday)	07 Spring Break	08 Spring Break	09 Spring Break	10 Spring Break	11
12	13 Registration	14 Registration	15 Registration	16 Registration	17 Registration	18
19	20 Registration	21	22	23	24	25
26	27	28	29	30	01	02

MAY 2026

SUN	MON	TUES	WED	THUR	FRI	SAT
26	27	28	29	30	01	02
03	04	05	06	07	08	09
10 Mother's Day	11	12 Curriculum Graduation	13 TPCC Graduation	14	15 Campus Closed	16
17	18	19	20 AHS/HSE/ELA Summer I Classes Begin	21	22 Campus Closed	23
24 31	25 **Memorial Day Holiday** Campus Closed	26	27	28	29 Campus Closed	30

JUNE 2026

SUN	MON	TUES	WED	THUR	FRI	SAT
31	01	02	03	04	05 Campus Closed	06
07	08	09	10	11	12 Campus Closed	13
14	15	16	17	18	19 Campus Closed	20
21 Father's Day	22	23	24	25	26 Campus Closed	27
28	29	30	01	02	03 Campus Closed	04

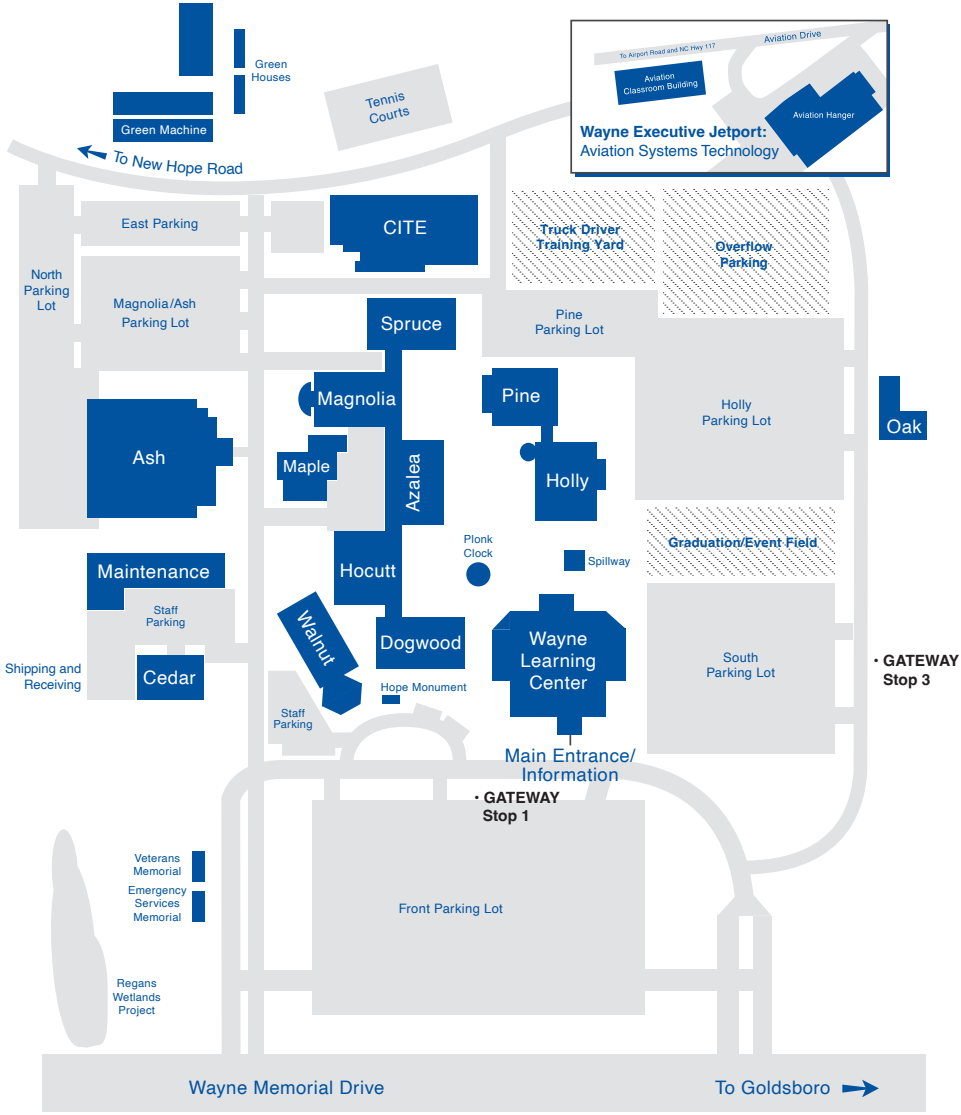
JULY 2026

SUN	MON	TUES	WED	THUR	FRI	SAT
28	29	30	01	02 **Holiday** Campus Closed	03 Campus Closed	04 **Independence Day**
05	06	07	08	09	10 Campus Closed	11
12	13	14	15	16	17 Campus Closed	18
19	20	21	22	23	24 Campus Closed	25
26	27	28	29	30	31 Campus Closed	01

AUGUST 2026

SUN	MON	TUES	WED	THUR	FRI	SAT
26	27	28	29	30	31 Campus Closed	01
02	03	04	05	06	07	08
09	10	11 Convocation	12 Registration	13 Registration	14	15
16	17	18 AHS/HSE/ELA Fall I Classes Begin	19	20	21	22
23 30	24 31	25	26	27	28	29

WAYNE COMMUNITY COLLEGE
CAMPUS MAP



WAYNE EXECUTIVE JETPORT
Aviation Department
226 Aviation Road, Pikeville, NC 27863

CLASSES AT SJAFB
Curriculum and Continuing Education
1195 Cannon Avenue, Goldsboro, NC 27531