

## Adult Literacy Services Guide

As part of the Pennsylvania Department of Labor's Strategic Plan to increase the literacy and skill levels of individuals who make up Pennsylvania's workforce, our PA CareerLink would like to make you aware of the services and assistance available to help you increase your basic literacy levels or obtain a GED or High School Diploma.

If you lack a GED or High School Diploma, or if you feel that you need to improve your basic skill levels in reading or math, these services are readily available in Carbon County. In an effort to assist you in achieving your employment or training goals, we strongly encourage you to participate in these services for the following reasons.

- Most employers require that applicants have a High School Diploma or GED to be referred or considered for job opportunities. Customers lacking this educational credential will have far fewer job opportunities available to them. The unemployment rate for Pennsylvania residents lacking a High School Diploma is almost twice the rate of residents who have a High School Diploma or GED.
- Job opportunities that are available to customers lacking a GED or High School Diploma are generally lower paying as well. On average, Pennsylvania residents without a GED or High School Diploma earn \$6,000 less per year than residents with at least a High School Diploma or its equivalent. They earn almost \$12,000 less per year than residents who have some education beyond a High School Diploma.
- Most vocational training schools, community colleges, and other training programs require applicants to have a GED or High School Diploma to be accepted into their classes. Customers who lack this credential and wish to obtain higher paying job skills will have fewer training options available to them.
- Job Seekers who lack a GED or High School Diploma are at a disadvantage in competing for jobs with other job seekers who have this or higher-level educational credentials.
- These services are available during the daytime and evening to accommodate most customers' schedules. The only cost to participate is the testing fee, usually \$50.00. Many customers may be eligible for financial aid to cover this fee. **Customers who need assistance with this cost must be determined eligible by our CareerLink staff prior to their participation in these classes.**

Our CareerLink staff will be happy to assist you with job search assistance and other services while you participate in these activities. Increasing your basic skill levels in reading or math, or obtaining your GED will open up many more job opportunities for you and help you achieve your goals. A list of the service providers, locations, and contact information are located on the other side of this handout. Our staff will be happy to assist you in connecting with these services.

**Carbon Career & Technical Institute**

77 W. 13<sup>th</sup> Street  
Jim Thorpe, PA 18229  
(570) 325-4140

**GED Classes**

Classes in preparation for taking the GED test and acquiring a Commonwealth Secondary School Diploma.

**English as a Second Language Classes**

Classes for individuals who need to improve their English skills or to prepare for their citizenship test.

Call (570) 325-4140 for more information on the location and schedule for these services.

**Carbon County Family Literacy Program**

The Family Literacy Program offers educational and parental skills at various locations throughout Carbon County. The program offers free daycare, books, materials, and transportation. This program offers instructional classes leading to a GED, help in improving parenting skills, and other services aimed at improving family literacy skills.

Call (570) 325-4140 for more information on the location and schedule for these program services.