

BASIC SKILLS ASSESSMENT REQUIREMENTS and BASIC SKILLS ASSESSMENT EXEMPTIONS

BASIC SKILLS ASSESSMENT REQUIREMENTS

LTC follows recommendations established by the Florida Department of Education and Division of Workforce Education for technical assistance on assessment. The State Board of Education adopts, by rule, standards of basic skills mastery for all students completing postsecondary career certificate programs of 450 hours or more. Students enrolling in these certificate programs must complete a basic skills assessment within the first six weeks of admission to the program, testing must occur prior to enrollment. The basic skills requirements for career education programs are exit requirements, not entry or placement requirements.

A student may enter the career education program before reaching the minimum basic skills levels, but may not be awarded their Career Certificate of Completion (diploma) until basic skills requirements are met.

Students exempted from the minimum basic skills test would need to meet the guidelines in accordance with Section 1004.91. F.S.

Remediation must be provided to assist students to attain the required basic skills levels. The remediation may be provided concurrently with enrollment in the career education program, or, in certain cases (i.e. programs with waiting lists), prior to entry into the career education program. Students who do not meet the basic skills requirement upon entry shall be concurrently enrolled in the Applied Academics Adult Education (AAAE) program for remediation or must provide proof of ongoing remediation with another facility or institution. Students who are below the exit level requirement shall be enrolled part time into a career education program and AAAE for enrichment. Students who withdraw from AAAE prior to meeting exit level requirements will be withdrawn from career education program as well.

BASIC SKILLS ASSESSMENT EXEMPTIONS

You may be exempt from the Basic Skills testing if student:

- Possess a college degree at the associate in applied science level or higher
- Demonstrate readiness for public postsecondary education pursuant to F.S. 1008.30
- Earned a standard Florida public high school diploma since 2007 (entered 9th grade in 2003-04 school year or any year thereafter) or earned a GED in 2014 or any year thereafter. Official transcript is required. **You MUST provide an official high school transcript with a graduation code at time of enrollment for exemption to be applied.**
- Passed a state or national industry certification or licensure examination identified in State Board of Education rules and aligned to the career education program which you are enrolled
- Are an active duty member of any branch of the United States Armed Services