



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*Dr. R. Scott Ralls, President*

September 9, 2008

**MEMORANDUM**

**TO:** Basic Skills Directors/Coordinators  
Volunteer/Community-Based Organization Directors  
ABE/ GED/ AHS/ ESL/ CED Coordinators/Testing Administrators

**FROM:** Katie Waters  
Basic Skills Training Specialist

**SUBJECT: CASAS State-wide Training**

**Comprehensive Adult Student Assessment System (CASAS) training will be offered at two locations. Fayetteville Technical Community College will host the eastern CASAS training on October 6-8, 2008, and Western Piedmont Community College will host the western CASAS training on October 8-10, 2008.**

Training is being conducted by nationally and state certified CASAS trainers who not only offer the necessary training, but also provide ongoing technical assistance and other support services in NC. This important training will offer the opportunity for up to TWO instructors to become recertified or become new local trainers. Individuals attending this training should intend to do training at the local level.

The **first day** of CASAS training will be the “Implementation Training (IT)” with the *Life and Work* series for new users. The IT Training is the pre-requisite for all other offerings. Implementation Training will be offered the first day from 9:00 a.m. – 4:00 p.m.

On the **second day**, the specialized assessment training offered is:

- 1) Developmental Disability (DD) training for those who work with Compensatory Education (9:00 a.m. – 12:00 p.m.), at each respective location
- 2) English as a Second Language (ESL) training for those who work with ESL (1:00 p.m. – 4:00 p.m.), at each respective location

On the **third day**, “Beyond Implementation Training (BIT)” will be offered for those current users who have completed the initial CASAS IT workshop and have hands-on experience with CASAS testing at their local agency and now are needing the required every two-year refresher and update training. This is being offered from 9 a.m. – 1:00 p.m.

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**Paper and e-mail copies**

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For further information, please contact Katie Waters [watersk@nccommunitycolleges.edu](mailto:watersk@nccommunitycolleges.edu)

Please complete the attached CASAS registration form and fax or email it back at least five (5) working days before the training.

**CASAS Training**  
**Continuing Education Center – Room #118**  
**Fayetteville Technical Community College**  
**2201 Hull St., Fayetteville, NC 28303**

**Driving Directions:** <http://www.faytechcc.edu/FTCCCatalog/ftccmap.htm>

- Monday, October 6 (for NEW Users)            9:00 a.m. - 4:00 p.m.
- Tuesday, October 7 (DD)                        9:00 a.m. - 12:00 p.m.
- Tuesday, October 7 (ESL)                      1:00 p.m. - 4:00 p.m.
- Wednesday, October 8 (BIT)                   9:00 p.m. - 1:00 p.m.

**CASAS Training**  
**Continuing Education Center – Room #CE 210**  
**Western Piedmont Community College**  
**1001 Burkemont Ave., Morganton, NC 28655**

**Driving Directions:** [http://www.wpcc.edu/coned/ce\\_directions.htm](http://www.wpcc.edu/coned/ce_directions.htm)  
[http://www.wpcc.edu/coned/PDFs/ce\\_map.pdf](http://www.wpcc.edu/coned/PDFs/ce_map.pdf)

- Wednesday, October 8 (for NEW Users)    9:00 a.m. - 4:00 p.m.
- Thursday, October 9 (DD)                      9:00 a.m. - 12:00 p.m.
- Thursday, October 9 (ESL)                      1:00 p.m. - 4:00 p.m.
- Friday, October 10 (BIT)                        9:00 p.m. - 1:00 p.m.

Attachments

cc: Presidents  
Senior Continuing Education Administrators  
CASAS Trainers

**CC08 -205**  
**Paper and e-mail copies**

## **Directions to Fayetteville Technical Community College**

### ***Coming South on I-95 from the Triangle or Raleigh area***

Take I 40 east and then take I-95 south. Take 301 exit or the first exit to Fayetteville. Turn right on Grove Street. You will dead end on Bragg Blvd. Turn right on Bragg Blvd. Take Bragg Blvd. to Barrington Cross. Turn left on Barrington Cross and go through one stoplight. Go to next stoplight and you are on campus.

### ***Coming North on I-95 from Lumberton area***

Take the Route 87 exit. Stay on 87 and you will be on the Martin Luther King Highway. Take the Route 24 exit. Turn left at the overpass. You will be entering Bragg Blvd. Take the Blvd. to Barrington Cross. Turn left on Barrington Cross and go through one stoplight. At the next stoplight you are on campus.

### ***Coming into Fayetteville on 401 from Raeford***

Take 401 until you reach 401 bypass. Turn left on the bypass. Go until you reach Morganton Road. Turn right on Morganton. Go on Morganton until you reach Skye Drive. Take Skye Drive until you reach the first stoplight, you are on campus.

### ***Coming into Fayetteville on Route 87 from the North.***

Take Route 87 into Fayetteville until you reach Stamper Road. Turn right on Stamper Road. At the first stop light, FTCC is directly in front of you.

### **Fayetteville Area Hotels**

Wingate  
4182 Sycamore Dairy Road  
800-228-1000

Holiday Inn Express  
1706 Skibo Road  
877-867-6777

Hilton Garden Inn  
4025 Sycamore Dairy Road  
910-860-3600

## **Directions to Jim A. Richardson Campus**

### ***Traveling East on I-40***

Take exit 104, turn left on Enola Rd. Cross bridge over I-40. Just past State Employees Credit Union, turn left onto Government. Turn right onto Ammons Drive. Bear right onto E. College Drive. New Continuing Ed. Building is second brick building on your left.

### ***Traveling West on I-40***

Take exit 104, turn right on Enola Rd. Just past State Employees Credit Union, turn left onto Government. Turn right onto Ammons Drive. Bear right onto E. College Drive. New Continuing Ed. Building is second brick building on your left.

### ***Traveling from Downtown Morganton***

Go south on Sterling Street. Turn right on Old NC 18/Enola Road, beside Broughton Hospital. Just before State Employees Credit Union, turn right onto Government. Turn right onto Ammons Drive. Bear right onto E. College Drive. New Continuing Ed. Building is second brick building on your left.

## Morganton Area Hotels

Holiday Inn – Morganton I40  
2400 South Sterling Street  
877-863-4780

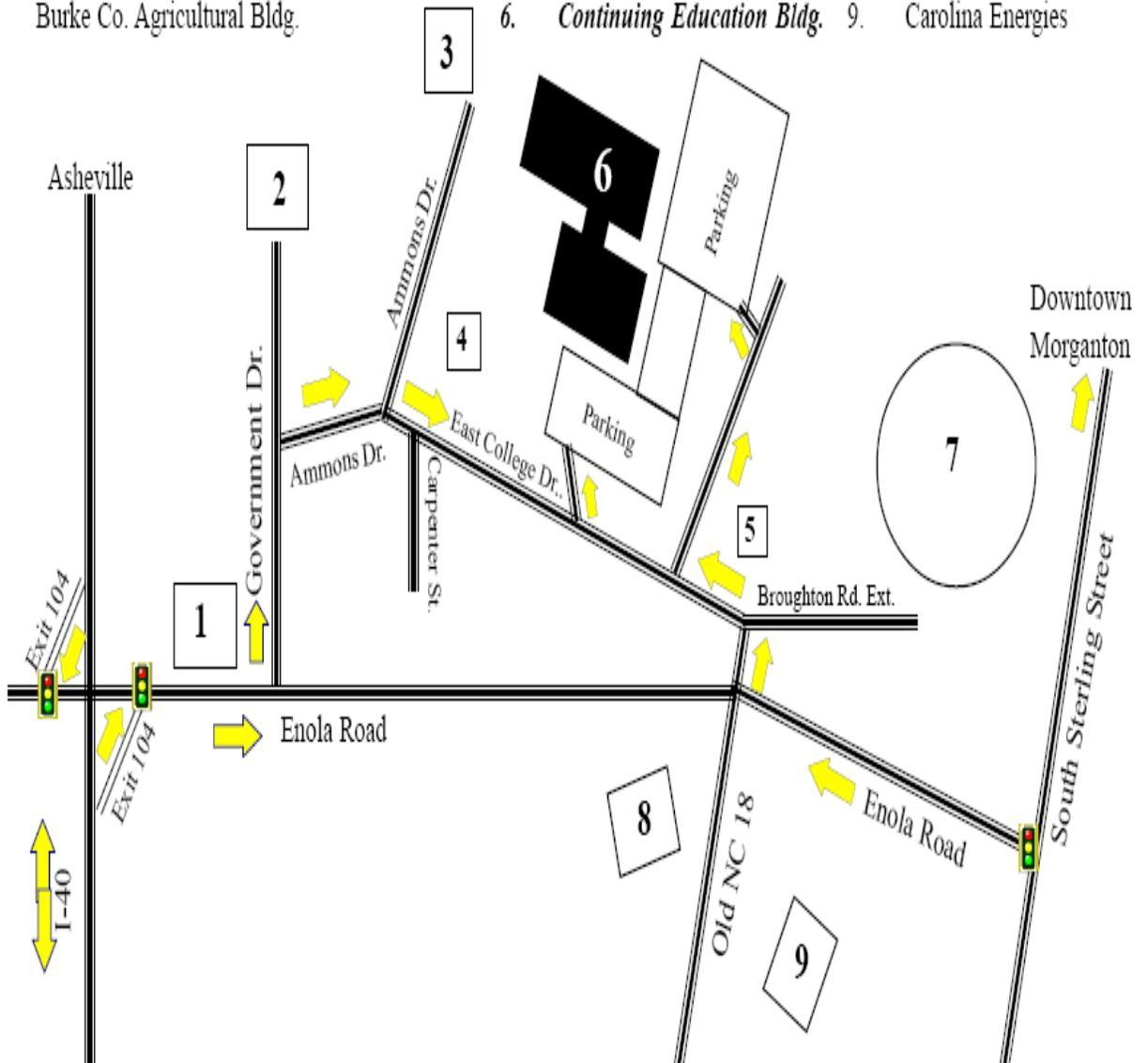
Sleep Inn  
2400A South Sterling Street  
828-433-9000

Comfort Inn & Suites  
1273 Burkemount Avenue  
800-430-4033



### Continuing Education Building East Campus

- |                                 |                                      |                            |
|---------------------------------|--------------------------------------|----------------------------|
| 1. State Employees Credit Union | 4. Old North Colony Bldg.            | 7. Broughton Hospital      |
| 2. Sheriff's Department         | 5. Barn                              | 8. Healthy Petz Vet Clinic |
| 3. Burke Co. Agricultural Bldg. | 6. <i>Continuing Education Bldg.</i> | 9. Carolina Energies       |



**Response required by September 29, 2008**

## CASAS Training

**Please return form to:**

Judy Howell  
North Carolina Community College System  
5016 Mail Service Center  
Raleigh, NC 27699-5016

**Phone: (919) 807-7142**

**Fax: (919) 807-7164**

**Email: [howellj@nccommunitycolleges.edu](mailto:howellj@nccommunitycolleges.edu)**

Sensitive Material  
Sensitive Material  
Handle with Care  
Handle with Care

**College/Agency Name:**

\_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **phone #**

\_\_\_\_\_

**Email Address:**

\_\_\_\_\_

**DATES of Training:**

**October 6 – 8, 2008 @ Fayetteville Technical Community College**

**October 8 – 10, 2008 @ Western Piedmont Community College**

(Implementation Training, DD, ESL, and Beyond Implementation Training)

Name of participant from your program: _____
Mailing address: _____
E-mail address: _____
Phone number: _____
Role (director, instructor, test administrator): _____
Participant will be attending: IT _____ DD _____ ESL _____ BIT _____ (Day 1) (Day 2) (Day 2) (Day 3)

Name of participant from your program: _____
Mailing address: _____
E-mail address: _____
Phone number: _____
Role (director, instructor, test administrator): _____
Participant will be attending: IT _____ DD _____ ESL _____ BIT _____ (Day 1) (Day 2) (Day 2) (Day 3)