

**Changes in the Employment Preparation Education (EPE)
Application for Program Year 2010-11**

**PLEASE NOTE EACH YEAR THE EPE APPLICATION HAS MODIFICATIONS.
PLEASE DO NOT USE LAST YEAR'S SUBMISSION FOR THIS YEAR.**

1. Programs may not claim EPE for their students who have passed the GED within the last twelve months but plan to continue in a CTE program, regardless of whether their TABE scores place them at NRS Level 4 or not.
2. Average Daily Attendance will be capped at 20 students (see page 33 for details).
3. Students enrolled in National External Diploma Program (NEDP) may receive up to 3 hours tutoring per week. (These hours must be recorded in ASISTS and coded as a traditional class.)
4. Students enrolled in NEDP may continue to be enrolled until the completed portfolio has been fully approved per NEDP guidelines.
5. There is a life-time limit of 50 weeks per student in work experience programs.
6. Enrollment in distance learning is not allowed for students pretesting in the lowest two levels of either ABE or ESL.
7. The TABE 7 or 8 will no longer be an acceptable assessment after June 30, 2010. Each ABE student must be pre and post tested on the TABE series 9-10.
8. Staff will be required to receive 12 hours of staff development per year. Each program should record these hours in ASISTS under the Staff Development tab.
9. Students may only officially be referred to the GED if they have received a minimum total score of 2500 and minimum subtest scores of 450 on the Official GED Practice Test using the GED Testing Authorization Form (see the TAF form).

Consumer and Family Life Skills (CFALS) and Action for Personal Choice are no longer approved resources. Programs interested in providing similar curricula to CFALS should seek training in SMART.