



Office Software Specialist

TAACCCT Funded ICAPS Program



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COMMUNITY COLLEGE

Where futures take shape

TAACCCT

- What is TAACCCT?
- What is ICAPS?
- Program Purpose

The program was made possible by a \$2,867,712 federal Trade Adjustment Assistance Community College and Career Training grant. Approximately 61% of funds were from federal sources. WCC does not discriminate based on any characteristic protected by law in its programs and activities.



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Eligibility and Expectations

- Program Schedule
 - Attendance
 - Grading Requirements
- TABE Placement Test
- Prior college credit must be reviewed on an individual basis
- Employment
- Required computer skills
- GED/diploma status



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Benefits

- Program cost
 - Tuition-free
 - Textbooks provided
 - Backpack provided
 - Recommended supplies
 - Flash drive, academic planner, school materials (folder, pen, notebook)
- 15 Credit hours earned
 - stackable certificate



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Benefits (continued)

- Support class
- Transition advisor
- Job search assistance
- Computer skills gained/job relevance



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Next Steps

- Full TABE assessment
 - 7/15 Aurora Campus: AC 323, 9:00am-12:00pm
 - 7/16 Sugar Grove Campus: APC 185, 9:00am-12:00pm
- Contact advisor for scores by 7/22/15
- Complete individual interview by 7/31/15
- Orientation
 - 8/18/15 Aurora Campus at 9:00 am
 - 8/20/15 Sugar Grove Campus at 9:00 am



Questions?

- Contact Information for Paul Piraino and Kim Shamsi in your packet
- Break before assessment



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Locator Assessment

- 24 minute timed math and reading assessment
- You may leave when you are done



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