

Services & Classes



26-27

Community
Education
a service of **iu13**

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*IU13 Community Education classes and services provided directly by IU13 staff are free with limited exceptions. Additional services/tests provided by our partner providers may have costs. Please contact us with any questions.



IU13 Community Education

Our Mission Statement

We educate and inspire lifelong learners, build partnerships, and unite communities to transform lives.

Our Vision

We envision self-reliant, lifelong learners who earn family-sustaining wages and nurture family relationships, while feeling safe, secure, and connected to their communities.

Our Core Values

Opportunities:

Everyone has potential.

Transformation:

Education is powerful.

Relationships and Partnerships:

We are stronger together.

Diversity:

All people deserve respect and are valued.

Click here or scan QR
code to learn more
about who we are!



Our Locations - Lancaster County



Community Education Lancaster (CELANC)

1020 New Holland Avenue
Lancaster, PA 17601



**The Refugee Center
at Reynolds Middle School**
605 West Walnut Street
Lancaster, PA 17603



Lancaster County Prison
625 E King Street
Lancaster, PA 17602

Our Locations - Lebanon County



Community Education Lebanon (CELEB)

Chestnut Street Community Center
611 Chestnut Street
Lebanon, PA 17042



Lebanon County Correctional Facility

730 E Walnut Street
Lebanon, PA 17042

Contact us:

717-606-1708
CommunityEd@iu13.org
www.iu13.org/CommunityEd

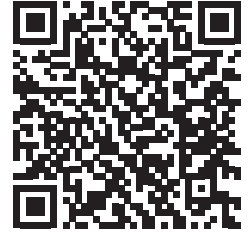
Our Classes

For registration information, click the class name or scan the QR code.

English as a Second Language (ESL) Classes

Classes help learners develop the English language skills and knowledge they need as parents, workers and community members through vocabulary, pronunciation, grammar, communication strategies and literacy activities.

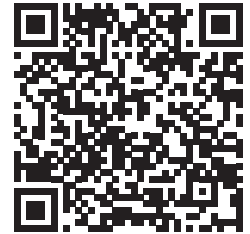
Requirements: Registration and placement test.



Family Literacy

Family Literacy offers English as a Second Language (ESL) classes which help caregivers succeed in academics, work, and in the community. Parent Education supports them in their role as their child's first and most important teacher. Interactive literacy activities help caregivers to support their children's educational and developmental needs in preschool and early elementary school years.

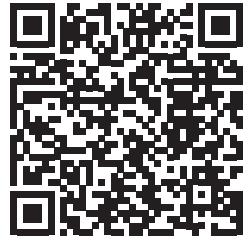
Requirement: Caregivers of a child between ages birth through third grade, as well as a placement test.



High School Equivalency (HSE)

Classes assist adults in attaining a secondary school diploma in the transition to postsecondary education and training. Coursework includes math, reading, writing, science, and social studies. Instruction will be provided to prepare students to pass both the GED and HiSET exams. Classes occur within the prisons and community settings. Customized learning options are available.

Requirement: Placement test



Integrated English Literacy and Civics Education

Classes prepare English Language Learners for civic participation and help them acquire the language and academic skills they need to transition to HSE, workforce training and higher education.

Requirements: Registration and placement test.

Our Classes

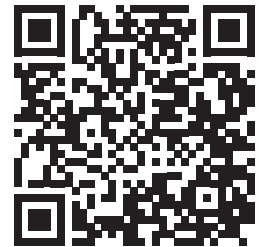
Workforce English & Skills Development Program

Support employee growth, retention, and workplace success through a flexible online learning platform. This asynchronous program combines English language instruction with workplace communication, digital literacy, and essential workforce skills, allowing employees to learn at their own pace without disrupting work schedules.

Each participant receives personalized support from a dedicated instructor who provides guidance, monitors progress, and helps learners achieve their professional and educational goals. The program is designed to strengthen communication, increase productivity, improve workplace safety and engagement, and support career advancement opportunities for employees at all levels.

Invest in your workforce with a scalable, flexible training solution that helps employees build the skills they need to succeed while helping your organization meet its workforce development goals.

Click here or scan QR code to
learn more about
Adult Education Classes.



**“EVERY LOSS IS A
LESSON TO HELP YOU
REACH SUCCESS AT ITS
FULLEST POTENTIAL, SO
NEVER GIVE UP.”**

JAYDEN GRAY, HSE STUDENT

Our Classes

Workforce Preparation

Administrative Support Professional, Basic Computer Skills, Pre-LPN, Certified Nursing Assistant Training, Direct Care Provider, and Teacher Assistant Training for English Language Learners

Administrative Support Professional

Administrative skills are in high demand for jobs in virtually every industry. Learn how to transfer these skills into many occupations. Skills you will learn in this course include Microsoft Word, business phone etiquette, Zoom, Teams, and effective interviewing. Customer service skills focus on verbal and non-verbal communication, listening to the customer, customer behavior, professionalism, and conflict resolution.

Recommended: High school diploma or equivalency

Certified Nursing Assistant Training for English Language Learners

This 8 to 9-week course prepares English learners for a position as a certified nursing assistant caring for residents in skilled nursing facilities, hospitals, rehab centers, and other healthcare facilities. Participants will develop their language and workplace skills while simultaneously gaining occupational skills needed to obtain their certificate of completion from HACC. Graduates will be eligible to take the National Nurse Aid Assessment Program examination. After passing the NNAAP written and skills performance exam, the student is placed on the PA Nurse Aide Registry.



Our Classes

Workforce Preparation (Continued)

Administrative Support Professional, Basic Computer Skills, Pre-LPN, Certified Nursing Assistant Training, Direct Care Provider, and Teacher Assistant Training for English Language Learners

Direct Care Provider

Students will learn basic health care skills, including communication, personal care, and First Aid/CPR in preparation to be a direct care provider in a long-term care facility, home health setting, or a group home. Along with the health care training provided by professionals in the field, students will work on reading, writing, speaking, and listening skills, and learn how to be successful in the workplace. This 7-week course includes field trips to healthcare settings and a healthcare job fair.

Requirement: Placement test

Pre-LPN/TEAS

(Licensed Practical Nurse/Test of Essential Academic Skills)

Preparation classes help students who are planning to attend Practical Nursing school. Students will learn the study skills needed to be successful learners. The class will focus on the content and thinking skills that are required to pass the TEAS, Test of Essential Academic Skills (nursing school entrance exam).

Requirement: High school diploma, or equivalency and placement test

Teacher Assistant Training for English Language Learners

This 8-week course prepares English learners for careers in special education. Participants will develop their language skills while learning about special education classrooms in the US. The course focuses on building English proficiency, technology skills, and workplace skills for success and confidence as a teacher assistant. Class graduates are guaranteed a job interview with IU13.

Requirement: High School Diploma or equivalent (from the US or other country)

Click here or scan QR code to
learn more about
Workforce Preparation.



Services Provided

Refugee Center (RC)

RC focuses on aiding refugees and immigrants in Lancaster County and beyond to provide education, integration, wellness, and work leading to self-sufficiency. Services include Career Pathways for English Learners and Cultural Navigation for schools.

Career Pathways Services

English learners work with Cultural Navigators to identify the steps needed to reclaim their careers in the U.S. Tuition support is available for eligible participants.

Cultural Navigation for Schools

Multilingual Cultural Navigators work with children and adults to connect them with social, educational, and medical opportunities that empower families.

Student Advisement

All students in our classes can receive ongoing, one-on-one support in areas such as goal setting, scheduling, referrals, career planning, and barrier and transition services.



Services Provided

Tutoring

One-to-one or small-group tutoring is provided for students who have specific learning needs or logistical barriers. Topics of instruction include reading, math, English communication, and work-based foundation skills. Please contact us if you would like to volunteer as a tutor.

Workplace Services

Through the Employer Engagement Program (EEP), IU13 and partnering agencies Church World Service and Literacy and Learning Success Centers work with employers in Lancaster, Lebanon, and Dauphin counties to create pipelines to jobs and career pathways for the successful hiring and retaining of refugees in their workplaces. The program engages employers in maximizing the skills and talents new neighbors bring to the workforce, creating opportunities for staff to improve English skills, offering employer-supported training and leadership development, and creating more diverse, equitable, and inclusive workplaces.

English as a Second Language

Targeted instruction is available to help workers with limited English language skills improve their communication skills in the workplace.

Navigation Services

Employers sometimes struggle to communicate effectively with immigrant and refugee employees and/or have challenges helping them to overcome obstacles to maintaining employment. Cultural navigators help to bridge the divide, and to support immigrants and refugees in accessing additional community resources to supplement their income.

Workplace Spanish Instruction

Training will help managers and others communicate more effectively with Spanish-speaking employees. Common workplace language is emphasized, and participants are encouraged to bring specific communication issues to class.

**Click here or scan QR
code to learn more about
all of the workplace
services we provide!**





Support IU13 Community Education

About Your Donation of Time or Funding

We envision self-reliant, lifelong learners who earn family-sustaining wages and nurture family relationships while feeling safe, secure, and connected to their communities. Please join us in making this vision a reality through your gifts of time and money. Financial donations must be sent through the Lancaster-Lebanon Education Foundation. Click the button below to learn more!

**Click here or scan QR
code to volunteer
or donate funds!**



A donation of \$25 so a program participant can pay for food and clothing



A donation of \$50 so an adult learner can take a bus to school



A donation of \$100 for a student's books and classroom supplies



Matthew Stem, Executive Director

Amanda Hann, Director, Instructional Services

Joshua McManness, Program Manager, Community Education

Community Education Mission Statement:

We educate and inspire lifelong learners, build partnerships, and unite communities to transform lives.

IU13 Community Education is a proud partner of the American Job Center (CareerLink) network.

IU13 is an equal opportunity education institution.



**Check Out Our Online
Catalog Here!**

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1002 New Holland Avenue | Lancaster, PA 17601
717-606-1600 | www.iu13.org

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