

Oklahoma Department of Career and Technology Education ABE Division Adult Education and Literacy Student Enrollment Form						
ADULT LEARNING CENTER						
CLASS LOCATION				TEACHER		
PROGRAM (Check any that apply.)	<input type="checkbox"/> ESL	<input type="checkbox"/> CORRECTION/ INSTITUTION	<input type="checkbox"/> FAMLIT	<input type="checkbox"/> IELCE	<input type="checkbox"/> DISTANCE ED	<input type="checkbox"/> OTHER
HAVE YOU ATTENDED ANOTHER ABE CLASS? (Check one.)		<input type="checkbox"/> NO	<input type="checkbox"/> YES	(IF YES, PLEASE GIVE THE LOCATION.)		
LAST NAME		FIRST NAME			MIDDLE NAME	
ADDRESS		APT. NO.	CITY/STATE		ZIP CODE	
YOUR PHONE NUMBER (primary)		YOUR PHONE NUMBER (alternate)		AGE	BIRTHDAY	
GENDER <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DO YOU HAVE A DISABILITY? <input type="checkbox"/> YES <input type="checkbox"/> NO		IF YES, DO YOU NEED ACCOMMODATIONS? (Please inform your teacher of any accommodation requests.)			
EMAIL ADDRESS			SOCIAL SECURITY NUMBER			
EMERGENCY CONTACT NAME			RELATIONSHIP		PHONE NUMBER	

ETHNICITY/RACE INFORMATION (Required for enrollment)

1. ARE YOU HISPANIC/LATINO? (Choose one only.)

- No, not Hispanic/Latino
- Yes, Hispanic/Latino (A person or Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.)

NOTE: The above question is about ethnicity—not race. **No matter what you selected above, please continue to answer the following by marking one of more boxes to indicate what you consider your race to be.**

2. WHAT IS YOUR RACE? (You may choose one or more of the following.)

- American Indian or Alaska Native. (A person having origins in any of the peoples of North and South America, including Central American, and who maintains a tribal affiliation or community attachment.)
- Asian. (A person having origins in any of the peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.)
- Black or African American. (A person having origins in any of the Black racial groups of Africa.)
- Native Hawaiian or Other Pacific Islander. (A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.)
- White. (A person having origins in any of the peoples of Europe, the Middle East, or North Africa.)

3. EMPLOYMENT STATUS: (Check one.)

- Employed Full-Time
- Employed Part-time
- Unemployed and looking for work
- Unavailable or not looking for work

4. DO ANY OF THE FOLLOWING APPLY TO YOU? (Check one.)

- DHS Client/Public Assistance
- Homeless
- State Corrections
- County or Community Corrections
- Living in institutional setting

5. WHICH OF THESE BARRIERS TO EMPLOYMENT DO YOU HAVE? (Check at least one.)

- Cultural barriers
- Low literacy levels
- English language learner

6. DO ANY OF THESE OTHER BARRIERS APPLY TO YOU? (Check any that apply.)

- | | |
|---|--|
| <input type="checkbox"/> Single parent or guardian | <input type="checkbox"/> Disabled |
| <input type="checkbox"/> Migrant farmworker | <input type="checkbox"/> Economic disadvantage |
| <input type="checkbox"/> Long-term unemployment | <input type="checkbox"/> Ex-offender |
| <input type="checkbox"/> Exhausting TANF with two years | <input type="checkbox"/> Foster care youth |
| <input type="checkbox"/> Homeless | <input type="checkbox"/> Seasonal farmworker |
| <input type="checkbox"/> Displaced Homemaker | |

ESL – Best Plus and Lit

7. HIGHEST DEGREE OR LEVEL OF SCHOOL COMPLETED—REQUIRED FOR ENROLLMENT

Check **one** only (highest level completed) **and** whether it was U.S. based or Non-U.S. based schooling

- | | | |
|---|-------------------------------------|---|
| <input type="checkbox"/> No schooling | <input type="checkbox"/> U.S.-based | <input type="checkbox"/> Non-U.S.-based |
| <input type="checkbox"/> Grades 1-5 | <input type="checkbox"/> U.S.-based | <input type="checkbox"/> Non-U.S.-based |
| <input type="checkbox"/> Grades 6-8 | <input type="checkbox"/> U.S.-based | <input type="checkbox"/> Non-U.S.-based |
| <input type="checkbox"/> Grades 9-12 (No diploma) | <input type="checkbox"/> U.S.-based | <input type="checkbox"/> Non-U.S.-based |
| <input type="checkbox"/> High school diploma or alternate credential | <input type="checkbox"/> U.S.-based | <input type="checkbox"/> Non-U.S.-based |
| <input type="checkbox"/> GED <input type="checkbox"/> TASC <input type="checkbox"/> HiSet | | |
| <input type="checkbox"/> Some college, no degree | <input type="checkbox"/> U.S.-based | <input type="checkbox"/> Non-U.S.-based |
| <input type="checkbox"/> College or professional degree | <input type="checkbox"/> U.S.-based | <input type="checkbox"/> Non-U.S.-based |
| <input type="checkbox"/> Unknown | | |

I authorize the Oklahoma Department of Career and Technology Education to release my social security number, assessment results, HSE (High School Equivalency) Testing Scores or other collected data for education and employment research and/or reporting purposes as long as my identity is never revealed.

STUDENT'S SIGNATURE _____

TODAY'S DATE _____

THE INFORMATION BELOW IS FOR PROGRAM USE ONLY

Student Pre-Assessment Information

Assessment Administered (Check one.)	<input type="checkbox"/> Basic English Skills Test (BEST) Plus	
	<input type="checkbox"/> BEST Literacy	Form: _____
Assessment Date (MM/DD/YYYY)	Test Administered by (Please print.)	

BEST Plus and BEST Literacy Scale Score Ranges for NRS Educational Functioning Levels (ESL)

Educational Functioning Levels	BEST Plus 2.0		BEST Literacy	
NRS Level 1 - Beginning Literacy	88-361		0-20	
NRS Level 2 - Low Beginning	362-427		21-52	
NRS Level 3 - High Beginning	428-452		53-63	
NRS Level 4 - Low Intermediate	453-484		64-67	
NRS Level 5 - High Intermediate	485-524		68-75	
NRS Level 6 - Advanced	525-564		76-78**	
Exit Criteria from NRS	565 and higher			

****If a student pre-tests into NRS Level 6 on the Best Lit, they will need to be re-tested with a new ESL assessment or moved to an ABE class and pre-tested with a TABE 11/12 or CASAS Goals test. It is not possible to make a gain when starting at NRS Level 6 in the Best Lit.**

I verify the following: (To be completed by teacher, program director, test administrator, data entry, or other program designee.)

- Assessment score documentation for the above student scores is on file and available for verification.

SIGNATURE _____ **POSITION** _____ **DATE** _____

THE INFORMATION BELOW IS FOR PROGRAM USE ONLY			
Student Post-Assessment Information			
Assessment Administered (Check one.)	<input type="checkbox"/> Basic English Skills Test (BEST) Plus		Form:
	<input type="checkbox"/> BEST Literacy		
Assessment Date (MM/DD/YYYY)	Test Administered by (Please print.)		
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NRS Level 6 - Advanced	525-564		76-78**
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<p>I verify the following: (To be completed by teacher, program director, test administrator, data entry, or other program designee.)</p> <ol style="list-style-type: none"> 1. Assessment score documentation for the above student scores is on file and available for verification. 2. Post assessment was given after minimum of 60 hours of attendance since date of pre-assessment. <p>SIGNATURE _____ POSITION _____ DATE _____</p>			

THE INFORMATION BELOW IS FOR PROGRAM USE ONLY			
Student Post-Assessment Information (If Needed)			
Assessment Administered (Check one.)	<input type="checkbox"/> Basic English Skills Test (BEST) Plus		Form:
	<input type="checkbox"/> BEST Literacy		
Assessment Date (MM/DD/YYYY)	Test Administered by (Please print.)		
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<p>I verify the following: (To be completed by teacher, program director, test administrator, data entry, or other program designee.)</p> <ol style="list-style-type: none"> 1. Assessment score documentation for the above student scores is on file and available for verification. 2. Post assessment was given after minimum of 60 hours of attendance since date of last assessment. <p>SIGNATURE _____ POSITION _____ DATE _____</p>			