

Adult Education Department

Gear Up: Bridge to College Program

Bridge to College courses introduce students to careers in a variety of fields while improving academic skills they need to enter and succeed in college, a training program or employment. Students improve their reading, math and language skills in the context of an industry or occupation. Students also continue working on their HSE/GED goals and/or English language skills. Access to support and advising are offered to students to guide them through their career pathway program and classes are completely free.

CLASSES OFFERED

The following **10-week Bridge classes** are held online, in the evenings and meet twice a week:

Bridge to College Course Descriptions

GED E69 / ESL E69: Introduction to Medical Careers

Students will develop and advance their reading and writing skills within the context of Healthcare; receive an overview of the field of healthcare, including various careers options, education and training requirements, licensing and/or certification requirements, as well as develop their technology skills.

GED E76 / ESL E76: Introduction to Medical Terminology

Students will learn the terminologies used in the medical and healthcare professions, while developing their reading and writing skills within the context of healthcare. A focus on vocabulary as it is used in various healthcare professions will be introduced and taught.

GED E55 / ESL E64: Introduction to Office Administration

Students will improve their skills in reading, writing, and basic technology, while learning about careers as an office and administrative support professional in a variety of careers.

GED E77 / ESL E77: Introduction to Office Management

Students will develop skills to be better communicators with different team members in an office setting. Students will increase verbal communication skills needed to provide clear directions and clarifications, often used in office settings. This course will focus on verbal communication and will also focus on written communication by learning how to put together a Business Memo and formal e-mails using Microsoft Word and Outlook. Students will also use Microsoft Excel to understand basic bookkeeping.

GED E54 / ESL E58: Introduction to STEM Field and Pathways

Students will be introduced to the four areas of STEM (Science, Technology, Engineering, Math) through reading and writing tasks. Students will have a better understanding of STEM in their personal lives, become more cognizant of their own STEM skills and explore various STEM-related topics as well as STEM programs offered at Triton College. In addition, students will refine their skills in English language arts, basic technology, and critical thinking within the context of science, technology, engineering and mathematics.

GED E90 / ESL E90: Introduction to STEM Careers

Students will explore several possible future courses of studies leading to various STEM careers. Students will also work on math, reading, and writing skills that are generally applicable to STEM careers. Information on college and certificate requirements for various jobs in the STEM field will be shared and how to apply for STEM jobs will be taught.

GED E96 / ESL E96: Introduction to Early Childhood Education

Students will be introduced to the field of Early Childhood Education through reading, writing, discussion and technology tasks. Various Early Childhood related topics and job titles will be explored, as well as the Early Childhood Education Program at Triton College. Students will improve their reading and writing skills and communication skills in preparation for further development of Early Childhood Education.

SCHEDULE

Class	Duration	Delivery	Semester	Schedule
Introduction to Medical Careers	10 Weeks	Online	Fall and Summer	Mondays and Wednesdays 6-9:30 p.m.
Introduction to Medical Terminology	10 Weeks	Online	Spring	Mondays and Wednesdays 6-9:30 p.m.
Introduction to Office Administration	10 Weeks	Online	Fall and Summer	Tuesdays and Thursdays 6-9:30 p.m.
Introduction to Office Management	10 Weeks	Online	Spring	Tuesdays and Thursdays 6-9:30 p.m.
Introduction to STEM Field and Pathways	10 Weeks	Online	Fall	Mondays and Wednesdays 6-9:30 p.m.
Introduction to STEM Careers	10 Weeks	Online	Spring	Mondays and Wednesdays 6-9:30 p.m.
Introduction to Early Childhood Education	10 Weeks	Online	Fall and Spring	Tuesdays and Thursdays 6-9:30 p.m.

ELIGIBILITY

- Resident of Illinois.
- 16 years or older.
- Take a placement test.
- Meet with a Completion and Transitions Specialist.

SIGNING UP for Gear Up: Bridge to College is easy.

Step 1: Attend a [Gear Up information session](#).

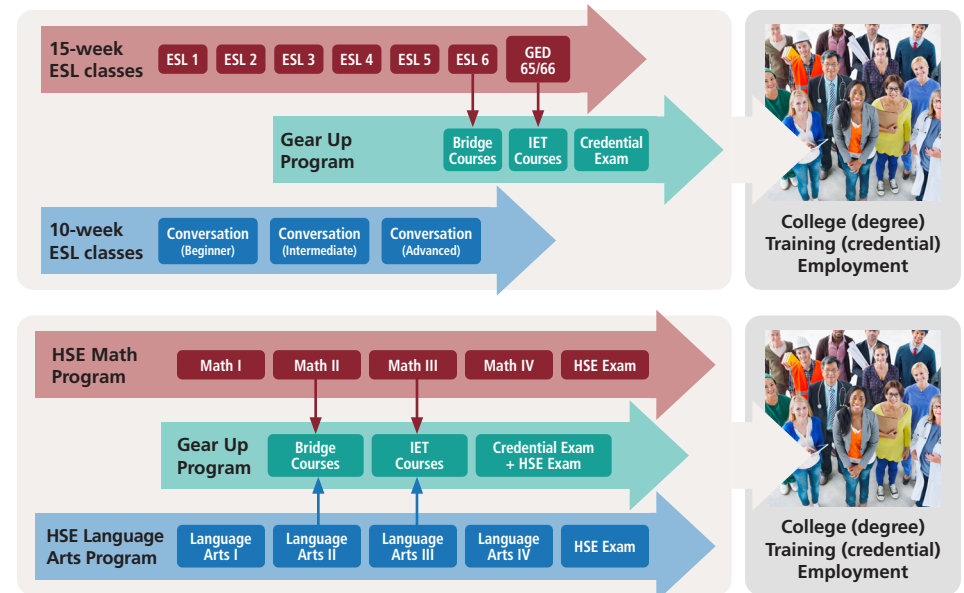
Step 2: Complete an [intake form](#) and make an appointment with a Completion and Transitions Specialist or Director of Transitions.

Step 3: Take a placement test. (Bring ID and proof of residence.)

Step 4: Attend online New Gear Up Student Orientation.

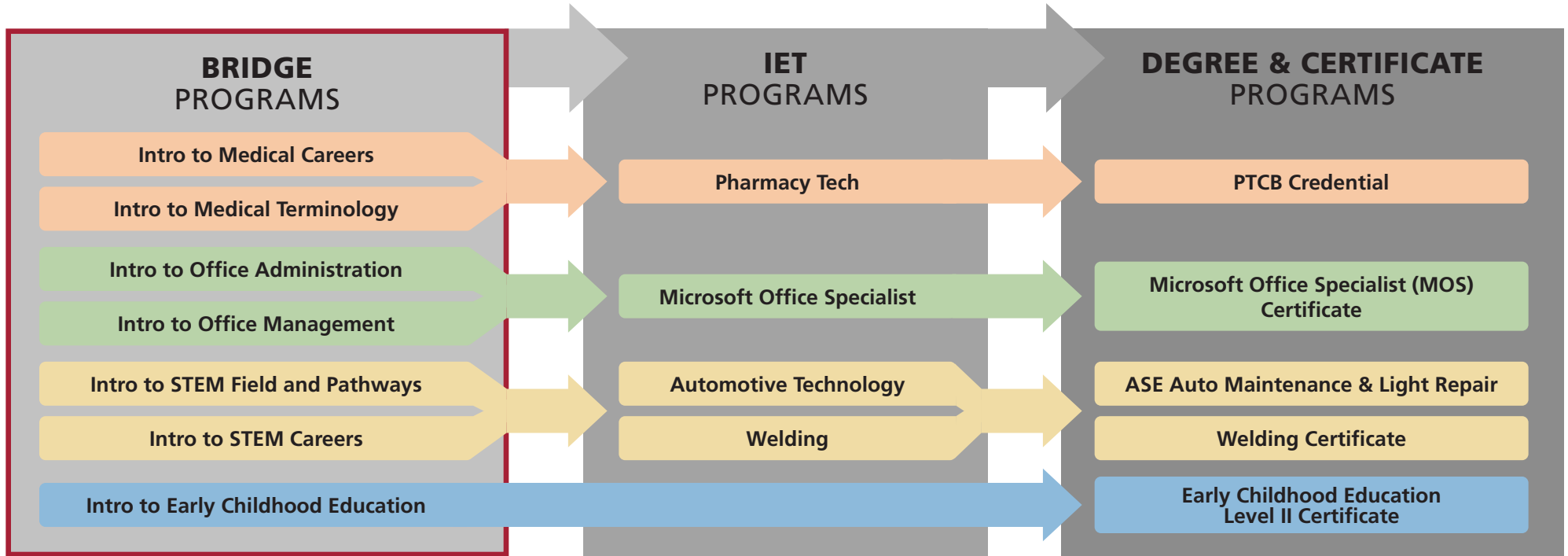
Step 5: Start classes.

NEXT STEPS



Gear Up: Bridge to College Program

GEAR UP CAREER PATHWAYS



FOR MORE INFORMATION ON GEAR UP: BRIDGE TO COLLEGE

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