

## **Glossary of Terms**

### **Enrollment Report**

**ABE (Adult Basic Education):** Courses that serve adults who have low skills (below the 9<sup>th</sup> grade level) in reading, writing, and math.

**ACE (Adult Continuing Education):** Courses that are noncredit and focus on one of four areas: Health and Fitness, Safety, Workforce, and “other”. These courses must be at least 6 contact hours in length.

**AHS (Adult High School) Program:** Courses in which the sole purpose is to prepare students who have not graduated from high school to obtain an Adult High School Diploma or a diploma from a cooperating high school.

**CTE Prep (Career and Technical Education Preparatory):** Courses that prepare students for entrance into specific occupations or clusters of closely related occupations and which are part of a state approved career technical education program.

**CTE Supplemental (Career and Technical Education Supplemental):** Courses that prepare students for employment stability and advancement in specific occupations or clusters of closely related occupations.

**CTE Apprenticeship (Career and Technical Education Apprenticeship):** Courses developed by a trade, craft, or occupation that include instructional objectives and an outline of course content for related training and manipulative instruction.

**ESL (English as a Second Language):** Courses in basic English skills that prepare adults whose native language is not English to achieve English communication levels essential for work, further education, family self-sufficiency, and community and civic participation. The focus of instruction is on listening comprehension, speaking, reading, writing, basic computer literacy, and critical thinking skills.

**FTE (Full-Time Equivalency):** To receive state reimbursement, the equivalent of one student who carries 510 clock hours over three terms of instruction. This generally equates to 15 credit hours per term for three terms.

**GED (General Education Development):** Courses that prepare adults with skills below the post-secondary level and who have not graduated from high school with the skills and knowledge needed for postsecondary education, secure employment, and community and civic participation.

**LDC (Lower Division Collegiate):** Courses which are parallel to offerings of the first two years of Oregon's four-year institutions and are generally accepted for transfer at Oregon's four-year institutions.

**PSR (Post-Secondary Remedial):** Courses that are known as Developmental Education. Credit courses must be numbered less than 100.