

What is the College and Career Advancement Program?

It is a *free* educational program available to eligible City of Philadelphia employees who want to improve their reading, writing, mathematics and speaking skills.

Who can this program help?

The program will help City of Philadelphia employees who want to pursue the following:

- a high school diploma or GED;
- technical post secondary education;
- taking the civil service examination;
- brush up on academic skills before returning to college;
- prepare for admissions testing to enter college.

What other services will the program offer?

The program will offer *free* career coaching to help you plan your education and career.

What is the schedule of classes?

Classes begin the week of **May 25, 2009** and last 12 weeks. Classes will run from 5:30 to 8:00 p.m., meeting twice per week.

Who will provide the instruction for the program?

The program will be coordinated by the Mayor's Commission on Literacy/Free Library of Philadelphia. Instruction will be provided by: The Center for Literacy; District 1199C Training & Upgrading Fund; and, Temple University's Center for Social Policy and Community Development.

How can I learn more about the program and enroll?

Attend an information session on **Tuesday, April 21 from 5:30 to 7:00** at the Mayor's Reception Room 202, City Hall.

RSVP for this session by Friday, April 17 at noon by calling 215-686-5250 or emailing careeradvancementprogram@gmail.com.