

ACADEMIC SKILLS PROGRAM



The Camp Pendleton Base Education Center (BEC) and Palomar College have teamed up to provide this 30-day PTAD educational program. The program is open to all active duty enlisted personnel, dependents, and civilians who are interested in improving their English and math skills. Classes are limited to 30 students per session and are held at the BEC, Bldg. 1331, Monday thru Friday, 0730-1600 for four weeks.

Once students finish the course they should see an improvement in their basic skills in English and math and should be more competitive in today's military and civilian job markets. The Academic Skills Program is **HIGHLY RECOMMENDED** for all active duty military students who want to use tuition assistance for the first time, but have a GT of 99 or below and failed to achieve a grade 10.2 on the Test of Adult Basic Education (TABE). This non-credit class is open to the public but priority is given to active duty service members with those holding a GT score of 99 or less is guaranteed admission.

STEP 1: Fill out the [Academic Skills Program Acknowledgement Letter](#). Be sure to provide all the requested information at the top of the form. Your initials and signature indicate you've read and agree to the terms of the program. Once you've completed the form have your commanding officer sign as well. All personnel *must* take the TABE exam with the BEC. The test is conducted at 1300 on Tuesday's at SOI and Wednesday's at 1300 on Mainside. You will need to keep a copy of your TABE results to bring with you on the first day of class.

STEP 2: Bring the signed acknowledgement letter to the BEC (Bldg. 1331, Rm 101) for review. Once the BEC has verified the completion of the TABE exam the letter will be stamped.

STEP 3: Bring the signed and stamped acknowledgment letter to Palomar College (Bldg. 1331, Rm 110). A copy will be given to you for your records. Apply for admission to Palomar College at Palomar.edu/Apply. At the end of the application you'll receive a Student ID Number and create a password to access your student center to enroll in the course. Once enrolled you will complete the Academic Skills Program sign up form with Palomar College.

STEP 4: Have your command create your PTAD orders. You'll submit your PTAD orders to the BEC on the first day of class.

The Academic Skills Program is *not* an ASVAB or AFCT prep course. MARADMIN 081/11 clarifies DOD and USMC policy in regards to ASVAB prep courses. Marines are not allowed to take ASVAB prep courses and the use of other test preparation aids is strictly prohibited. Service Members who want to improve their AFCT scores in order to qualify for reenlistment or other programs are encouraged to go to <http://www.nelnetsolutions.com/dodlibrary/> for prep materials. Also there are AFCT prep materials available at the base libraries.

For more information please contact:
Jeff Carruth, ASP Coordinator
760-725-6660/6414
Palomar College Camp Pendleton Office
760-744-1150 x7818

2019 ACADEMIC SKILLS PROGRAM SCHEDULE

N BASC 200 (MATH)
(7:45AM-11:35AM)
N BASC 200 (ENGLISH)
(12:15PM-4:00PM)

SESSION NUMBER	START DATE	END DATE
1-19	JANUARY 7, 2019	FEBRUARY 1, 2019
2-19	FEBRUARY 19, 2019	MARCH 15, 2019
3-19	APRIL 1, 2019	APRIL 26, 2019
4-19	MAY 28, 2019	JUNE 21, 2019
5-19	JULY 8, 2019	AUGUST 2, 2019
6-19	AUGUST 12, 2019	SEPTEMBER 6, 2019
7-19	SEPTEMBER 16, 2019	OCTOBER 11, 2019
8-19	OCTOBER 21, 2019	NOVEMBER 15, 2019