

# Referral Guide to Adult Upgrading Programs in Orillia Area

Serving Orillia, Brechin, Coldwater, Severn and eastern Oro-Medonte townships. Students from other areas welcome.

Agency Name and Contact Information	Instruction Method			Client Goal						Other Services		
	1-1 tutoring	Small group (2-6 people)	Class (7+ people)	Personal Growth & Independence	High School Credits Preparation	Post-Secondary Preparation/ACE	GED Preparation	Apprenticeship Preparation	Employment Preparation	Francophone	Evening	Summer
Please see page 2 for glossary of terms used.												
<b>Orillia District Literacy Council</b> 78 West St. South., Orillia, ON L3V 6H9 Tel: 705-327-1253 Fax: 705327-1253 <a href="http://www.odlc.ca">www.odlc.ca</a>	•	•		•	•	•	•	•	•		•	•
<b>The Learning Centre Orillia Campus</b> 575 West St. South, Orillia ON L3V 7N6 Tel. 705-325-9279 Fax: 705-725-8359 <a href="http://www.thelearningcenteres.ca">www.thelearningcenteres.ca</a>		•	•		•	•		•	•			
<b>Georgian College</b> 825 Memorial Dr., Orillia ON L3V 6S2 Tel: 705-325-2740 ext. 3028 Fax : 705-325-3690 <a href="http://www.georgiancollege.ca">www.georgiancollege.ca</a>			•			•	•	•	•		•	•
<b>La Clé d'la Baie</b> 2 Marsellus Dr. Unit 5, Barrie, ON L4N 0Y4 Tel : 705-725-9755 Fax : 705-725-1955 <a href="http://www.lacle.ca">www.lacle.ca</a>	•	•		•		•		•	•			•
<b>Collège Boréal</b> 136 rue Bayfield, bureau 100-110, Barrie, ON L4M 3B1 Tel : 705-737-9088 Fax : 705-737-2507 <a href="http://www.collegeboreal.com">www.collegeboreal.com</a>		•	•		•	•	•	•	•	•	•	•

- All Programs have**
- eligibility – aged 19+ and out of school (some exceptions apply)
  - individual learning plans, based on client goals
  - task-based instruction
  - continuous intake
  - accessible facilities
  - assistive technology available
  - computer training
  - e-learning/ distance education supports
  - supported independent study
  - transportation support

For additional referral information, call the Simcoe/Muskoka Literacy Network at 705-326-7227 or 1-888-518-4788 or visit [www.literacynetwork.ca](http://www.literacynetwork.ca)

These *Employment Ontario* services are funded in part by the Government of Canada and the Government of Ontario and through the Canada- Ontario Job Fund Agreement.

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## Glossary of Terms Used in Chart

<b>A. Adult upgrading</b>	<p>Improving or refreshing literacy, numeracy, document use, computer and other essential skills needed for work, learning and life. <b>Literacy</b> means “using printed and written information to function in society, to achieve one’s goals, and to develop one’s knowledge and potential.” Upgrading includes a wide range of training, from basic reading, writing and math to the final prep for college entrance.</p>
<b>B. Instruction Method</b>	<p>Students can receive instruction on a one-to-one basis, in a small group of 2 – 6 people, or in a class of 7 or more people. Class sizes typically vary from 10 to 25 people.</p>
<b>C. Client Goal</b>	<p>A student’s learning plan and instruction is based on the student’s main goal. Activities in the learning plan are determined based on the student’s current skills and knowledge and the skills/knowledge they will need to achieve their goal.</p>
<ul style="list-style-type: none"> <li>• <b>Personal growth &amp; independence</b></li> </ul>	<p>Upgrading literacy and numeracy skills for personal reasons, such as managing personal finances or health, being able to read to a child or help them with homework, learning to use a computer and the Internet, getting a driver’s license, etc. These are all things that help people in their daily lives and in their community.</p>
<ul style="list-style-type: none"> <li>• <b>High school credits preparation</b></li> </ul>	<p>Upgrading or refreshing literacy, numeracy and other essential skills before moving on to credit courses to complete the secondary school diploma. Sometimes a student will work on upgrading for one topic while doing credit courses in others.</p>
<ul style="list-style-type: none"> <li>• <b>Post-secondary preparation/ACE</b></li> </ul>	<p>Upgrading or refreshing literacy, numeracy and other essential skills before moving on to post-secondary programs at colleges, etc. Ontario public colleges also offer a certificate program called Academic &amp; Career Entrance (ACE) – available in French and English. This certificate is recognized as equivalent to a Grade 12 diploma by all the colleges, the Ministry of Advanced Education and Skills Development and by many employers.</p>
<ul style="list-style-type: none"> <li>• <b>GED preparation</b></li> </ul>	<p>Upgrading to prepare for the General Education Development (GED) certificate, which is recognized as equivalent to a Grade 12 diploma nationally and by employers.</p>
<ul style="list-style-type: none"> <li>• <b>Apprenticeship preparation</b></li> </ul>	<p>Upgrading or refreshing literacy, numeracy and other essential skills needed to be successful in an apprenticeship, especially the in-school portions of apprenticeship training. This upgrading does not teach technical skills, but can take learning activities from the tasks and activities needed on the job.</p>
<ul style="list-style-type: none"> <li>• <b>Employment preparation</b></li> </ul>	<p>Upgrading or refreshing literacy, numeracy and other essential skills needed to be successful in getting and keeping a job, or getting a better job. Training includes the “soft skills” needed by all employees. It can also use learning activities from the tasks and activities needed in a particular type of occupation.</p>
<b>D. Francophone</b>	<p>Upgrading services delivered in French. Designed for those who speak or used to speak French as their main language.</p>