



OXNARD

ADULT SCHOOL

SPRING 2024

HIGH SCHOOL DIPLOMA
HIGH SCHOOL EQUIVALENCY
MEDICAL CAREER TRAINING
ENGLISH AS A SECOND LANGUAGE
ADULT BASIC EDUCATION
COMPUTER CLASSES
CITIZENSHIP

**ENROLL
NOW!**

GARMENT CONSTRUCTION
UPHOLSTERY

**Scan the QR
code to
contact us**

1800 SOLAR DRIVE OXNARD, CA 93030
805-385-2586 or 805-385-5435
www.oxnardadulthood.us



PRINCIPAL'S MESSAGE

Welcome to another promising semester at Oxnard Adult School. We are thrilled to have you embark on this educational journey with us. At our adult school, we are committed to breaking down barriers to success, fostering equity, and ensuring accessibility for all. Our diverse range of courses, including the High School Diploma (HSD), High School Equivalency (HSE), Adult Basic Education (ABE), English as a Second Language (ESL), and Career Technical Education (CTE) offerings, are designed to empower you in achieving your personal, academic and career goals. Together, we'll work tirelessly to provide you with the support and resources you need to thrive. Your journey begins now, and we're here to walk alongside you every step of the way.

Best wishes for a successful and rewarding semester,

Sincerely,

Leticia Carabajal

Principal



Oxnard Adult School is accredited by the
Western Association of Schools and Colleges
Accrediting Commission for Schools (WASC)

MENSAJE DE LA DIRECTORA

Bienvenidos a otro semestre prometedor en la Escuela de Adultos de Oxnard. Estamos encantados de que se embarque en este viaje educativo con nosotros. En nuestra escuela de adultos, estamos comprometidos a derribar barreras hacia el éxito, fomentar la equidad y garantizar la accesibilidad para todos. Nuestra amplia gama de cursos, que incluyen Diploma de Preparatoria (HSD), Equivalencia de Preparatoria (HSE), Educación Básica para Adultos (ABE), Inglés como Segundo Idioma (ESL) y Educación Profesional Técnica (CTE), están diseñadas para ayudarte a lograr sus objetivos personales, académicos y profesionales. Juntos, trabajaremos incansablemente para brindarle el apoyo y los recursos que necesita para prosperar. Su viaje comienza ahora y estamos aquí para acompañarlo en cada paso del camino.

Mis mejores deseos para un semestre exitoso y gratificante,

Sinceramente,

Leticia Carabajal

Directora



Oxnard Adult School está acreditada por la
Comisión de Acreditación de Escuelas de la Asociación
Occidental de Escuelas y Universidades (WASC)

OUR MISSION STATEMENT

Oxnard Adult School prepares and empowers students to achieve educational, career and personal goals; promoting lifelong learning in a safe, supportive and multicultural environment.



BOARD OF TRUSTEES

Karen M. Sher, M.Ed. – President
Genevieve Flores-Haro – Vice President
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Elizabeth M. Botello – Board Member
Dr. Steve Hall – Board Member

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Dr. Thomas McCoy

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Roger Adams, M.Ed. Assistant Superintendent, Education Services
Richard Urias - Assistant Superintendent, Business Services

ADULT SCHOOL ADMINISTRATION

Leticia Carabajal, Principal
Ramona Villavicencio, Assistant Principal

ADULT SCHOOL COUNSELING

Alexa Sanchez, School Counselor
Valeria Balderrama, School Counselor
Karina Rios Hernandez, Guidance Technician
Vacant, Job Developer/Coach
Jacob Perez, Oxnard College Academic Counselor

OUR VISION STATEMENT

Oxnard Adult School empowers and equips all students to be lifelong learners and powerful participants in today's global community.

SPRING 2024

IMPORTANT DAYS

Winter Break	January 1-5, 2024
OAS Professional Development Day	January 8, 2024
First Day of Spring Semester	January 9, 2024
Martin Luther King Jr. Day Holiday	January 15, 2024
February Break Week	February 19-23, 2024
Spring Break	April 1-12, 2024
Memorial Day Holiday	May 27, 2024
End Spring Semester	June 6, 2024
Graduation Day	June 11, 2024
Juneteenth Holiday	June 19, 2024

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SCHOOL OFFICE HOURS

Monday - Thursday	8:00 am - 8:00 pm
Friday	8:00 am - 12:00 pm
Closed on weekends and holidays	

After publishing of the class schedule, we may change times, class locations, or cancel a class. We regret any inconvenience this may cause. Call 805-385-2586 if you cannot find a class, or if you need more information.

11-17-23



High School Diploma, High School Equivalency, ABE

2023 Graduates



High School Diploma (HSD)

The High School Diploma Program is a **FREE** independent study program. Prospective students, with all previous high school transcripts, first schedule a meeting with a counselor at www.oxnardadulthood.us. Students can also scan any of the QR Codes below to arrange an appointment. After the meeting with the counselor, students will meet with their assigned teacher for course assignments. Students can work online, in the classroom or a combination of both. Instructors monitor students closely with lessons and exams, as well as tutoring in problem subject areas. Students usually work on one class at a time and work at their own pace. Textbooks can be purchased or borrowed with a deposit at the school office for home use. This course offers continuous enrollment throughout the school year. **New and returning students must take the CASAS pre/post test to determine course placement, academic goals and record progress.**

Dates

January 9, 2024 - June 6, 2024

Location

1800 Solar Dr Rooms N137/N138 and Online

Instructor and Section

Determined at time of enrollment

ASBE Center Hours

Days	Hours
M-Th	8:30am - 8:00pm



High School Equivalency (HSE)

This **FREE** program helps prepare students for the HiSET exam offered at Oxnard Adult School. Each participant studies under the supervision of a teacher who supports the students in identified problem areas to gain the skills needed to pass the test. This is an open-entry program and students may register at any time during the regular school semester. The class has flexible hours which allows students to contact the instructor previously assigned when it is most convenient for them. Students may qualify for test vouchers after 20 hours of class time towards the HiSET exam. Prospective students must schedule a meeting with a counselor at www.oxnardadulthood.us before enrolling in the class. Students can also scan any of the QR Codes placed below to set the appointment. **New and returning students must take the CASAS pre/post test to determine course placement, academic goals and record progress.** Instructor and Section are determined at time of enrollment.

Dates: January 9, 2024 - June 6, 2024

Locations: 1800 Solar Dr Rooms N137/N138 / Online

ASBE Center Hours

Days	Hours
M-Th	8:30am - 8:00pm

Math Boot Camp

Days	Hours
Fridays	9:00am - 11:00am



Adult Secondary Basic Education (ASBE)

Adult Basic Education is a **FREE** non-credit basic reading, writing and math instruction program. Instructors teach students at their individual skill level. This program helps students develop the basic educational foundation needed to enter the High School Diploma or High School Equivalency programs or meet another specific goal. This is an open-entry program, and students may register at any time during the regular school semester. This class also provides remediation courses in English, Math or both to retake the CNA entrance exam. Prospective students must schedule a meeting with a counselor at www.oxnardadulthood.us before enrolling in the class. Students can also scan the QR Code placed above to set the appointment.

New and returning students must take the CASAS pre/post test to determine course placement, academic goals and record progress.

Location: 1800 Solar Dr Rooms N137/N138 / Online

Dates: January 9, 2024 - June 6, 2024

Instructor and Section

Determined at time of enrollment

Days	Hours
M-Th	8:30am - 8:00pm

Adult Basic Education

Reading | Writing | Math

Dates and Fees are subject to change. Call the Oxnard Adult School office at 805-385-2586 for more information

Fechas y costos están sujetos a cambios. Llame a la Escuela de Adultos de Oxnard al 805-385-2586 para más información



Certificado de equivalencia de preparatoria, HiSET Test



Spanish Pre-HSE/ABE. Educación básica para adultos en español

Este curso GRATIS es para personas que quieran aprender a leer, escribir y hacer operaciones aritméticas en español. Las clases son presenciales con cupo limitado. Al término de este curso podrán ingresar en el programa Pre HSE Sp (Básico); después en el programa regular HSE Español, y cuando estén preparados podrán tomar el examen HiSET. Pre-HSE/ABE es un programa inicial que puede beneficiar a personas que no hayan tenido oportunidad de estudiar en sus países de origen y que estén tramitando su residencia a través del programa DACA o algún otro programa que les requiera la obtención de un certificado de escolaridad. Para inscribirse, los futuros estudiantes deben programar una cita con la consejera en www.oxnardadulted.us o también pueden escanear el código QR que se encuentra abajo. **Alumnos nuevos y de reingreso deben tomar el examen CASAS pre y post requerido por el Estado.**

Instructor	Location	Days	Hours	Dates
Castro	1400 RAIDERS WAY Rm B6	T,Th	6pm - 8:30pm	January 9, 2024 - June 6, 2024

HSE Prep Spanish - Equivalencia de preparatoria en español

Este curso GRATIS de preparación para el examen de equivalencia de preparatoria está basado en un repaso general de matemáticas, lectura y redacción, estudios sociales y ciencias. Hay tres grupos con dos niveles y horarios (ver abajo). Dependiendo del grado de educación de cada estudiante, éste podría necesitar más de un semestre para prepararse para tomar los exámenes. El estudiante debe poseer un nivel de escolaridad mínimo de 6° grado para inscribirse en el curso básico Pre HSE Sp y en el multinivel de la mañana HSE Prep Sp, y de 8° para el curso intermedio por la tarde HSE Prep Sp. Adicionalmente se ofrece un taller opcional de matemáticas en los sábados abajo mencionados de 9 am a 12 pm: Después de asistir a 20 horas de clase, los estudiantes podrían obtener vales para exámenes HiSET. Para inscribirse, los futuros estudiantes deben programar una cita con la consejera en www.oxnardadulted.us o también pueden escanear el código QR que se encuentra a continuación. **Alumnos nuevos y de reingreso deben tomar el examen CASAS pre y post requerido por el Estado.**

Class	Instructor	Location	Days	Hours	Dates
Pre HSE Sp	Lopez-Varela	1800 Solar N-139 / HyFlex	M,T,W,Th	9am - 11:30am	1-9-2024 to 6-6-2024
HSE Prep Sp Basic	Lopez-Varela	CIHS Rm B8	M,W	6pm - 8:30pm	1-10-2024 to 6-5-2024
HSE Prep Sp Adv.	Lopez-Varela	CIHS Rm B8	T,Th	6pm - 8:30pm	1-9-2024 to 6-6-2024
HSE Prep Sp	Lopez-Varela	1800 Solar N-139 / HyFlex	S	9am - 12pm	Feb 3, 17; Mar 9, 23; Apr 13, 27; May 11, 25



High School Equivalency Test - HiSET®

The High School Equivalency Test (HiSET®) allows students to earn a California state issued High School Equivalency Certificate. The HiSET® High School Equivalency Certificate is considered the equivalent of a High School Diploma and is recognized throughout the United States, Canada, and Puerto Rico. Most employers, community colleges and vocational schools accept it in place of a high school diploma. The fee for the HiSET is **\$150** for all **5 tests for Oxnard Adult School active students**. The fee to retake a failed subject area test is \$20. **For examinees outside Oxnard Adult School**, the fee is \$180 for the battery of 5 tests. The fee to retake a failed test or to schedule individual tests is \$25. There is a rescheduling fee of \$10 for each HiSET test. Rescheduling can only be done in the front office at OAS at least five working days before each test rescheduled. You cannot reschedule over the phone. Please bring your original paperwork and an ID when requesting to reschedule a test. Upon completing satisfactorily all your tests, an official certificate will be mailed to you from the California Department of Education. You can print a free e-certificate once you receive notice that you passed the tests. **All fees must be paid in cash or by credit card - Visa or Master Card ONLY at OAS office.***

Registration: Examinees must be 18 years or older or within 60 days of their 18th birthday if any of the parents or a guardian gives consent. Examinees must not be US high school graduates; must have a valid email address and a valid ID (CA Driver's license or ID, military ID, passport or international government ID with current picture). **There are no refunds on test fees.**

♦ To schedule an exam, you must go online to create your profile. hiset.org > LogIn / Create myHiSET Account > Select your State > My HiSET Sign In > Create Account. After you create your profile, **print out the page** with your HiSET ID number.

♦ Name on ID **must** be identical to the name on registration (excluding accents). If it doesn't, you may not be allowed to test, or your scores may be canceled after you take the test.

♦ **Bring printed HiSET registration page and a valid ID**, which can be California ID, DL, military ID, passport or any ID issued by a government to Oxnard Adult School Office and register for the HiSET Exam. No phone photos. Originals only. No drinks or snacks allowed in the testing room.

***An additional \$5 per test processing fee will apply to non-OAS students.**

Spring 2024 HiSET® Test Dates

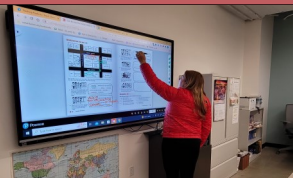
Times	January	February	March	April	May
9:00 am - 12:30 pm	No AM Tests	30, 31, 1	5, 6, 7	No AM Tests	7, 8, 9
4:30 pm - 8:00 pm	16, 17, 18	13, 14, 15	19, 20, 21	23, 24, 25	14, 15, 16 21, 22, 23

Dates and Fees are subject to change. Call the Oxnard Adult School office at 805-385-2586 for more information

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English as a Second Language, Citizenship



English as a Second Language (ESL) / Inglés como Segundo Idioma

CLASES GRATIS

The English as a Second Language (ESL) program is a sequential series of classes focusing on English conversation, pronunciation, listening, reading, writing, grammar, common idioms, American culture and basic civics. Each student is given a placement exam before being assigned to one of the six levels OAS offers. Call for information about assessment schedule and available campuses at (805) 385-2586 or (805) 385-5435. **New and returning students must take the CASAS pre/post test to determine course placement and academic goals.**

*El programa de inglés como segundo idioma (ESL) es una serie de clases que se enfoca en conversación, pronunciación, comprensión auditiva, lectura, escritura, gramática, modismos comunes, cultura estadounidense y educación cívica básica. Cada estudiante recibe una prueba de ubicación antes de ser asignado a uno de los seis niveles que ofrece OAS. Llame al (805) 385-2586 o 385-5435 para calendario de pruebas. **Alumnos nuevos y de re ingreso deben tomar el examen CASAS pre y post para determinar su nivel y metas académicas.***

Site/Localidad	Levels/Niveles	Days/Días	Hours/Horarios	Class Dates/Fechas
1800 Solar Drive	1 - 6	M - F	9:00 am - 11:30 am	Jan 9 - June 6, 2024
1800 Solar Drive	1 - 6	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
Channel Islands HS	Multilevel 1, 2	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
Hueneme HS	Multilevel 1, 2	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
Pacifica HS	1	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
Rio Plaza Elementary School	Pre-lit/ABE	M - Th	6:00 pm - 8:00 pm	Jan 9 - June 6, 2024
OAS Online	3	M - F	9:00 am - 11:30 am	Jan 9 - June 6, 2024
OAS Online	3	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
City of Camarillo (Public Library Online)	Multilevel 4, 5, 6	M - Th	9:00 am - 12:00 pm	Jan 9 - June 6, 2024
Del Sol HS	Multilevel 1, 2	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
Adolfo Camarillo HS	Multilevel 4, 5, 6	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
Oxnard School District	Multilevel 1, 2	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
1800 Solar Drive (ESL Writing)	Multilevel 4, 5, 6	M - F	9:00 am - 11:30 am	Jan 9 - June 6, 2024
1800 Solar Drive (ESL Writing)	Multilevel 4, 5, 6	M - Th	6:00 pm - 8:30 pm	Jan 9 - June 6, 2024
OAS Online (ESL Writing)	Multilevel 4, 5, 6	M - F	9:00 am - 11:30 am	Jan 9 - June 6, 2024
City of Oxnard Public Library	Multilevel 1, 2, 3	M - Th	9:00 am - 11:30 am	TBD
City of Oxnard Public Library	Multilevel 1, 2, 3	M - Th	6:00 pm - 8:00 pm	TBD

Oxnard College English Credit Course

Coming Fall 2024

ESL R076 Reading and Writing Fundamentals (4 Units)

This course is designed to instruct the low-advanced ESL learner or the native English speaker desiring instruction in the fundamental skills of academic reading and writing. Writing topics include compound and complex sentences, verb tenses, and punctuation applied to academic writing. Reading topics include identifying main idea in paragraphs and longer passages, vocabulary development, use of context, literal and inferential comprehension, and recognizing basic patterns of organization. Study skills include note-taking, text annotating, scanning for information, study-reading techniques, and navigation of college's learning management system.

Citizenship Preparation

FREE CLASS

This 8-week course introduces the prospective citizen to the history and government of the United States and prepares students with the knowledge needed to pass the citizenship exam and interview. Students must have an understanding of the English Language and writing skills.

New and returning students must take the CASAS pre/post test to determine course placement.

Dates: 1st Session: Jan 23, 2024 - Mar 21, 2024

2nd Session: Apr 16, 2024 - Jun 6, 2024

Instructor	Location	Days	Hours
Dal Pozzo	1800 Solar Dr Rm TBD	T,Th	6:00pm - 8:30pm

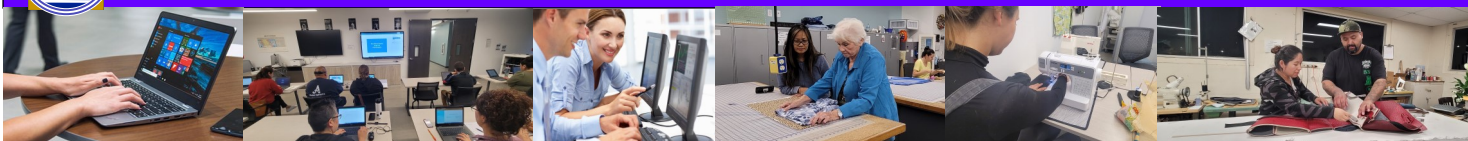


Dates and Fees are subject to change. Call the Oxnard Adult School office at 805-385-2586 for more information

Fechas y costos están sujetos a cambios. Llame a la Escuela de Adultos de Oxnard al 805-385-2586 para más información



Career Technical Education, Garment Construction



Computer Basics

Free Class

This is a novice computer basics six-week course designed to teach students, with very little to no knowledge of computers, their elementary use. The course includes: Parts of a computer (hardware), turning a computer on, logging into a computer, knowledge of various digital devices, connectivity/ internet, keyboard skills, knowledge of computer applications, use of email and etiquette, common software used in business, searches and computer safety and other digital literacy foundations. This course is taught in English; however, English language development (ELD) and Spanish primary language support is provided to English language learners as needed.

Instructor	Location	Days	Hours	Class	Date
Soto	Del Sol HS	T, Th	6:00pm - 8:30pm	Computer Basics	4-23-2024 to 5-30-2024
Lara	HHS	T, Th	6:00pm - 8:30pm	Computer Basics	4-23-2024 to 5-30-2024
Cardona	Rio Plaza	M, W	6:00pm - 8:30pm	Computer Basics	4-22-2024 to 6-3-2024



Business Technology I

Free Class

This is a five-week class that teaches the following subjects as an introduction to business technology using Windows 10: Keyboarding, Internet, Email, Hardware and Software Types, Google Meet, Google Docs, File Management, Printing, Antivirus tips and Computer Vocabulary. We will create a Google Docs business letter project including a table. This course is taught in English; however, English language development for English language learners and Spanish support is provided as needed.

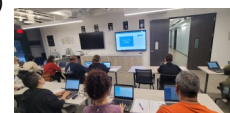
Instructor	Location	Days	Hours	Session Dates
Walker	1800 Solar Dr. Rm S-112	T, Th	6:00pm - 8:30pm	Jan 16, 2024 - Feb 15, 2024 (5-Week Session)
Cardona	1800 Solar Dr. Rm S-112	M, W	6:00pm - 8:30pm	Feb 26, 2024 - Mar 27, 2024 (5-Week Session)

Business Technology II

This is a five-week in which each participant studies the program they need from the following: MS Word, MS Excel, and MS PowerPoint. When students have completed the assignments in each program, they can move on to the next. intermediate and up English level required (3 - 6)

Dates: 1st Session: Feb 26, 2024 - Mar 28, 2024 2nd Session: Apr 16, 2024 - May 16, 2024

Instructor	Location	Days	Hours	Fee
Walker	1800 Solar Dr. Rm S-112	T, Th	6:00pm - 8:30pm	\$125 per 5-Week Session



Beginning Sewing

In this course, you will learn to use a sewing machine and develop the sewing skills needed to sew clothing! Learn to use your own sewing machine or use one of the many machines available in the sewing studio. Whether you have some prior experience or have no experience at all, sewing teacher Justine Abbitt will guide you through the basics! Projects include a custom tote bag and pajama pants.

Instructor: Abbitt **Location:** 1800 Solar Dr. S-118 **Fee:** \$125 per session (10 week session)

Dates	Days	Hours
Feb 5, 2024 - April 29, 2024	M	6pm - 8:30pm



Garment Construction

Learn pattern layout, cutting and sewing techniques, proper selection of materials, and receive assistance with common problems in garment construction. Students learn about quilting, wearable art and related quilting projects in a relaxing atmosphere. Sewing machines are available for your use, or you may bring your own and learn how to use it. A Janome Embroidery machine is available for students use. **English proficiency required. Occupancy limited to 12 students.**

Instructor: Peterson **Location:** 1800 Solar Dr. S-118 **Fee:** \$125 per session (9 week session)

Dates	Days	Hours	Dates (3 weeks)	Days	Hours
Jan 9 / 10 - March 12 / 13, 2024	T/W	9am - 11:30am	March 19 / 20 - May 28 / 29, 2024	T/W	9am - 11:30am
Jan 9 / 10 - March 12 / 13, 2024	T/W	12pm - 2:30pm	March 19 / 20 - May 28 / 29, 2024	T/W	12pm - 2:30pm
Jan 9 / 10 - March 12 / 13, 2024	T/W	5:30pm - 8pm	March 19 / 20 - May 28 / 29, 2024	T/W	5:30pm - 8pm



Upholstery - Beginning and Intermediate

This 12-meeting course will introduce students to the basics of the upholstery business or working on your own home projects. Students learn to use heavy-duty upholstery machines and upholstery hand tools. Get hands-on practice with techniques for layout, cutting, installation, and yardage calculations. Students must provide their own projects and materials. **No leather projects. No project over 4 feet is allowed.** Beginners to experienced welcomed! Spanish speaking teacher. Minimum enrollment of 12 students required. Classes are held at Frontier High School Upholstery Room, 545 Airport Way, Camarillo CA 93010.

Instructor	Session Dates	Days	Hours	Fee
Rivera	Feb 5, 2024 - Mar 19, 2024	M,T	6:00pm - 9:00pm	\$250
	Apr 15, 2024 - May 21, 2024	M,T	6:00pm - 9:00pm	\$250



Dates and Fees are subject to change. Call the Oxnard Adult School office at 805-385-2586 for more information

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Health and Medical Programs

Registered Pharmacy Technician

Pharmacy Technician Education/Training Program Recognized by PHARMACY TECHNICIAN CERTIFICATION BOARD (PTCB) and NATIONAL HEALTHCAREER ASSOCIATION (NHA).

The curriculum meets the requirements for licensure with the State of California Board of Pharmacy and prepares the student to take the PTCE/ExCPT NATIONAL EXAM. This 240-hour Hybrid (online/in-person) program prepares students to work in insurance company, hospital or pharmacies (chain/independent). Get hands-on training with local pharmacies (chain/independent) thru our EXTERNSHIP program. Curriculums include learning top 200 drug brand/generic/class names, critical math functions/calculations, Federal Law requirements, patient safety, order entry/process and functions/duties for pharmacy technician.

Prerequisite: 18 years of age or older; must have a US high school diploma or HSE certificate (GED or HiSET). Foreign high school diplomas are welcomed as long as they are translated into English by an accredited agency.

Externships follow completion of course. Live scan required. No felony convictions. Students may be drug tested at externship site.

National exam prerequisites: High School Diploma or equivalency; no felony convictions. Additional fee of \$129 (as of June 2022)

Dates: January 16, 2024 - June 6, 2024

Fee: \$1460 includes externship (120 hrs) as a bonus to eligible students.

Instructor	Days	Hours	Location	Books
Karchai	M,W	5:30pm - 8:30pm	Solar Dr S-129	\$90
	T,Th	5:30pm - 8:30pm	Online	

Plus Saturdays determined by the teacher

**SCAN THE QR CODE TO
CONTACT THE INSTRUCTOR**



CERTIFIED Pharmacy Technician Education/Training Program

This 150-hour program consists of Live Instructor Led state of the art study training modules to help students with their path to getting certified (aka passing the national exam). Our study guides and practice tests are aligned to PHARMACY TECHNICIAN CERTIFICATION BOARD (PTCB) and NATIONAL HEALTHCAREER ASSOCIATION (NHA). test plans and follows the sequence exam blueprint that ensure students concentrate on the most relevant topics.

Prerequisite: Completed Pharmacy Technician Education/Training Program or have a minimum of 500 hours of equivalent work experience as a pharmacy technician. 18 years of age or older; must have a US High-school diploma or HSE certificate (GED or HiSET). Foreign high school diplomas are welcomed as long as they are translated into English by an accredited agency.

Dates: January 16, 2024 - June 6, 2024

Instructor	Locations	Days	Hours
Karchai	Online	T, Th	5:30pm - 8:30pm

Fee: \$600 includes training modules, practice quiz/exam and ExCPT National Exam



**SCAN THE QR CODE TO
CONTACT THE INSTRUCTOR**

Certified Nursing Assistant (CNA)

Nursing assistants help provide basic care for patients in hospitals and residents of long-term care facilities, such as nursing homes. This course is a combined lecture/lab that teaches students the theory and clinical skills using state required curriculum. Students will learn the basic nursing skills and procedures for providing quality patient care at the bedside of acutely or chronically ill persons in a hospital, skilled nursing facility or home setting. Classroom instruction and clinical training include resident care skills, vital signs, nutrition, emergency procedures, and rehabilitation. Upon completion of this course, students must take the state exam for certification. This course is approved by the California Department of Public Health (CDPH) and meets Title 22 regulations. For additional certification information, please refer to the licensing board at www.CDPH.ca.gov.

Clinical Requirements: Must be 18 years or older and speak, read, and write English. A passing score on the CNA entrance exam is required. A Social Security or tax ID number, background check, medical exam, vaccinations (including Covid-19), drug screening, government-issued picture ID, CPR, and TB test are mandatory for clinical externships at partner facilities. Students must be able to lift 50 pounds with good body mechanics. Drug screening may be required during the program. Other clinical requirements may exist.

**Scan the QR code if
interested**



The Gateway-In Project®

**LeadingAge®
California**

Scholarship Opportunity for CNA

California has the largest number of older adults in the country, and it is projected an additional 275,000 direct care workers will be needed by 2026 to meet the growing population. Certified Nurse Assistants (CNAs) and Home Health Aides (HHAs) are a critical part of this workforce. In California, over 50% of CNAs work in nursing care facilities or community care facilities serving older adults. CNAs and HHAs play an essential role in these facilities and in home and community-based settings, often serving as the principal caregivers and having the most personal contact with residents than any other staff member or family member.

LeadingAge California® was awarded over \$25 million by the California Department of Health Access and Information (HCAI) to implement The Gateway-In Project® which will add 2,700 Certified Nurse Assistants and Home Health Aides to the workforce pipeline through training and job placement.

By providing training, wrap-around supports and incentives for career development for those entering or already in the field, the program will make significant headway in turning the tides on the ongoing workforce shortage crisis pervading the health care workforce that supports older adults across the state.

**Schedule an appointment
with the counselor**



Dates and Fees are subject to change. Call the Oxnard Adult School office at 805-385-2586 for more information

Fechas y costos están sujetos a cambios. Llame a la Escuela de Adultos de Oxnard al 805-385-2586 para más información



Health and Medical Programs

Medical Office Administrative / Intro Medical Terminology

Medical Office Administrative: This course provides students with the knowledge, skills, attitudes, and behaviors necessary for successful entry into the front office position in a medical clinic, health care agency, or physician's office as a medical assistant. Administrative duties include welcoming patients, maintaining medical records, scheduling appointments, and bookkeeping. Students may qualify to sit for the California Certified Medical Assistant exam.

Intro Medical Terminology: This course will improve your knowledge for your current job, or develop the vocabulary you need to communicate with doctors or other medical professionals.

Prerequisites: Employment level English competency in written and verbal communication as well as Math as proved by passing the entrance exam; typing certificate showing 25 WPM or more (Free typing test available at OAS, ask counselor), and intermediate computer literacy skills.

Dates: February 5, 2024 - June 5, 2024

Instructor	Days	Hours	Location
Claudio	M, W	6:00pm - 8:30pm	1800 Solar Dr S-127
Balderrama	TBD	2 hours weekly	Online (Med Term)

Plus Saturdays determined by the teacher

Class Fee: \$750

Medical Office Administrative

Book: \$95 **Sim Chart Book:** \$128

Intro to Medical Term

Book: Optional purchase \$128

Medical Assistant Back Office / Clinical

This course provides students with the knowledge, skills, attitudes, and behaviors necessary for a successful entry into the back office position in a medical clinic, health care agency, or physician's office as a medical assistant. Clinical duties include recording vital signs and medical histories, preparing patients for examination, assisting the physician during an exam and administering medications as directed. Students may qualify to sit for the California Certified Medical Assistant exam.

Prerequisites: Employment level English competency in written and verbal communication as well as Math as proved by passing the entrance exam; typing certificate showing 25 WPM or more (Free typing test available at OAS, ask counselor), and intermediate computer literacy skills.

Dates: January 23, 2024 - June 6, 2024

Instructor	Days	Hours	Location
Balderrama	T	6:00pm - 8:30pm	Online
Claudio	Th	6:00pm - 8:30pm	1800 Solar Dr S-126-127
Balderrama/ Claudio	S	7:00am - 12:00pm	1800 Solar Dr S-126-127

Fee: \$750

Book: \$100 **Study Guide:** \$50 **Sim Chart Book:** \$128

HEP B series shots and TB Test: Approximately \$100

Blood Pressure Cuff & Stethoscope Kit: \$25

Scrubs / Office Attire: Approximately \$60

Caregiver/ESL Integrated Education and Training

In this 8-week class you will learn how to care for the bedbound, measure vital signs, communicate effectively, manage medications, pain management, aid with wheelchairs, walkers, crutches and canes. We offer hands-on training, certificate of completion for program graduates, First Aid and CPR training. ESL supported class for English language learners, levels 4,5,6. No high school diploma required. TB Test required. Students must be able to lift 50 lbs with good body mechanics.

Location: Solar Dr. Rooms S-129 (weekdays) S-128 (Saturdays)

Instructor	Class	Dates	Days	AM/PM
Shaw	Public Health	TBD	T, Th	
Ramos	Caregiver	2-3-24 - 3-30-24	S	

Scan this QR code for a schedule preference.



BLS - Basic Life Support CPR for the Professional Rescuer

This course trains participants to recognize several life-threatening emergencies, give chest compressions, deliver ventilations, and provide early use of an Automated External Defibrillator (AED). Students participate in simulated clinical scenarios with an American Heart Association - Basic Life Support (AHA-BLS) instructor to complete skills practice testing and a written exam.

Fee: \$75 Includes E-Card
Textbook: \$16



Dates: TBD

Instructor	Location	Days	Hours
Balderrama	1800 Solar Dr S-129	S	9:00am - 1:30pm

Six students required to run the class.

Online CTE Certificated Programs

Certified Paralegal - In this online course, you will train for a career as a paralegal. You will learn how to fulfill the standard duties associated with this vital role. By course completion, you will be prepared to sit for and pass the Certified Paralegal (CP) exam.

Certified Bookkeeper - This course is designed for a bookkeeper looking to formalize their education with an in-demand certification. You will get a high-level review of basic accounting concepts to prepare you to sit for and pass all four exams for the AIPB Certified Bookkeeper certification.

Court Interpreter - This online course will teach you the skills needed to sit for the Oral Component of any State Court Interpreting Certification exams.

Medical Billing and Coding - Train for an in-demand healthcare career in medical billing and coding and prepare for industry certification in this course.

Social Service Assistant - This online course is designed to give you the training and insight you'll need to work with the social service programs in nursing homes.

Scan this QR codes for more information



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Transitions/Counseling and Other Supports



Pathways



Transition to College

Oxnard Adult School has partnered with Oxnard College (O.C) to provide the best support for students interested in pursuing higher education. Students will receive academic counseling and support on Ventura County's Community College application process, FAFSA, and transfer information to universities (UC and CSU). If you have further questions, please email the counselor jacob.perez@oxnardunion.org. Make an appointment with Jacob Perez via the below QR code.

La Escuela para Adultos de Oxnard se ha asociado con Oxnard College (O.C) para brindar el mejor apoyo a los estudiantes interesados en obtener una educación superior. Los estudiantes recibirán asesoramiento académico y apoyo en el proceso de solicitud del Colegio Comunitario del Condado de Ventura, FAFSA e información de transferencia a universidades (UC y CSU). Si tiene más preguntas, envíe un correo electrónico al consejero jacob.perez@oxnardunion.org. Haga una cita con él a través del siguiente código QR.

Staff **Dates**
Perez Jan 10 - June 7, 2023
Days **Hours**
T,Th 1:00pm - 8:00pm



Transition to Employment and Career

Make an appointment today to meet with our Job Developer/Coach. You will receive workshops and training sessions on workplace readiness and job development activities that will make the job search easier. You will learn how to formulate resumes and cover letters. You will have the opportunity to prepare for interviews, career guidance, and guidance to Career Technical Education pathways. You will receive higher education guidance and opportunities for dual enrollment while exploring job skills.

Workshops and more

- 1) Write a resume and a cover letter
- 2) Access job leads and job search
- 3) Fill out applications
- 4) Practice interviewing skills

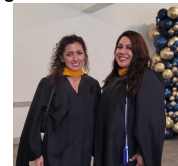
Scan the QR code for more details



Academic Counselors

Adult school academic counselors are dedicated professionals committed to guiding adult learners in their academic pursuits, offering tailored support and guidance to achieve their personal, academic, and career aspirations. They provide comprehensive assistance, addressing individual needs and facilitating the development of educational pathways aligned with the diverse goals of adult learners, fostering success in their academic and professional endeavors.

Scan the QR code to schedule an appointment with a counselors and get more information.
Escanee el código para español



Oxnard Adult School Email for Students

All OAS students are required to use an OUHSD assigned email address. New students will receive their email address upon enrollment. Currently enrolled students have already been assigned an email. If you have further questions or need technical support, please call the OAS office at 805-385-2586 or scan the QR code placed to the right.

Todos los estudiantes de OAS utilizarán una dirección de correo electrónico asignada por OUHSD. Los nuevos estudiantes recibirán su dirección de correo electrónico al inscribirse. A los estudiantes actualmente inscritos ya se les ha asignado un correo electrónico. Si tiene preguntas o necesita ayuda técnica, llame al 805-385-2586 o escanee este código QR.



Health Center

Coming Soon

Oxnard Adult School cares for the overall wellness of its students. The **Health Center** was developed to provide Oxnard Adult School students with Community Based Organization referrals to local health/mental-health/social-emotional and non-profit organizations/agencies. Stop by the Health Center to find out how we can help your overall well-being to support your academic/career goals.

Opens TBD
Days Biweekly on Tuesdays
Hours 11:30am - 12:30pm and 5:00pm - 7:00pm

La Escuela de Adultos de Oxnard se preocupa por el bienestar general de sus estudiantes. El Centro de Salud es nuestro nuevo centro de bienestar desarrollado para referir a nuestros alumnos a organizaciones comunitarias o agencias locales de salud mental/socioemocional y sin fines de lucro. Pase por el Centro de Salud para preguntar cómo podemos ayudar a su bienestar general y apoyar sus objetivos académicos/profesionales.

Abierto a partir del por determinar
Días dos martes al mes
Horarios 11:30am - 12:30pm y 5:00pm - 7:00pm



Employment and Earnings Status Survey

The California Department of Education in collaboration with the Employment Development Department (EDD) requires Oxnard Adult School to conduct two surveys among the student body to track the results of adult education program participants, in the labor market, in accordance with all federal and local laws and mandates. If you chose to confidentially share your social security number with Oxnard Adult School, then you will not be required to complete the survey; but, if you did not confidentially share your social security number, you will be asked to answer three very simple questions about your employment status and your earnings six months and one year after you exit our programs. This survey is CRITICAL to the ongoing funding and free services offered at Oxnard Adult School. Call (805) 385-2578 or email leticia.carabajal@oxnardunion.org for more information.

El Departamento de Educación de California, en colaboración con el Departamento de Desarrollo del Empleo requiere que OAS realice dos encuestas entre la población estudiantil para rastrear los resultados de los participantes del programa de educación para adultos en el mercado laboral, de acuerdo con todas las leyes y mandatos federales y locales. Si elige compartir confidencialmente su número de seguro social con OAS, entonces no se le pedirá que complete la encuesta; pero si no compartió su número de seguro social, se le pedirá que responda tres preguntas muy simples sobre su situación laboral y sus ingresos, seis meses y un año después de salir de nuestros programas. Esta encuesta es MUY IMPORTANTE para la financiación de los servicios gratuitos que se ofrecen en OAS. Llame al (805) 385-2578 o envíe un correo electrónico para obtener más información a leticia.carabajal@oxnardunion.org

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OAS Directory, Refund Policy, Parent Project, Migrant Program



exhaustion
responsibility
parenting
advice
joy
love
laughter
decisions
choices
patience
struggle
discipline



DIRECTORY/DIRECTORIO

Leticia Carabajal	Principal	805-385-2616
Ramona Villavicencio	Assistant Principal	805-436-8538
Sylvia Trueba	Administrative Secretary	805-385-2590
Noemi Rios Hernandez	Site Administrative Secretary	805-385-5802
Jill Wright	Assessment and Accountability	805-278-1174
Valeria Balderrama	Counselor	805-834-1507
Alexa Sanchez	Counselor	805-385-2808
Susana Rivera	Registrar / Attendance Tech	805-385-2595
Nancy Plymale	Account Clerk	805-385-2577
Karina Rios Hernandez	Guidance Technician	805-385-5435
Connie Trujillo	Clerical Assistant III Attd/Rec	805-385-5757
Baylon V. Rabe	I.T. Technician	805-385-2578
Leticia Garcia	Guidance Technician	805-436-8508
Gracie Zizumbo	Receptionist	805-385-2586
Vacant	Job Developer/Coach	
Chris Houle	Campus Supervisor	805-385-2578
Jacob Perez	College Career Counselor	805-834-1507

The Parent Project/Proyecto de Padres

Parents learn basic parenting skills such as how to reconnect and establish a relationship with their son/daughter as well as discuss teen social issues and behavior. These programs are designed for parents with teenage children who are difficult, defiant, or for parents that might simply want to learn how to handle difficult situations. Please contact Hilda Gomez, OUHSD Parent Liaison.

Comuníquese con Hilda Gomez para más información.

Refund Policies/ Pólizas de Reembolso

- ◆ NO refunds will be issued once a class begins.
- ◆ NO refunds will be granted on fees paid for tests.
- ◆ NO refunds will be issued for textbooks, unless Oxnard Adult School issues the wrong book.
- ◆ A receipt must accompany all refund requests. No exceptions.
- ◆ Oxnard Adult School will refund registration fees for cancelled classes. Refunds may take 4 to 6 weeks to process.
- ◆ There is a \$20 non-refundable registration fee for all fee-based classes. Fees are non-transferable.
- ◇ *NO se emitirán reembolsos una vez que comience la clase.*
- ◇ *NO se otorgarán reembolsos sobre las tarifas pagadas por los exámenes.*
- ◇ *NO se emitirán reembolsos por libros de texto, a menos que Oxnard Adult School emita el libro equivocado.*
- ◇ *Un recibo debe acompañar a todas las solicitudes de reembolso. Sin excepciones.*
- ◇ *Oxnard Adult School reembolsará las tarifas de inscripción de las clases canceladas. Los reembolsos pueden tardar de 4 a 6 semanas en procesarse.*
- ◇ *Hay una tarifa de inscripción no reembolsable de \$20 para todas las clases de pago. Las tarifas son intransferibles.*

Migrant Program/Programa Migrante

Any student between 18 and 22 years of age, who work or whose family works in agriculture, the fishing industries or food packing industry may be eligible for educational assistance under the Migrant Program. The Migrant Program may assist students in paying for their educational materials. For eligibility information, Ventura County Office of Education (VCOE) at 805-383-1900, vcoe.org

Cualquier estudiante entre 18 y 22 años de edad, que trabajan o cuya familia trabaja en la agricultura, las industrias pesqueras o la industria de empaclado de alimentos pueden ser elegibles para recibir asistencia educativa a través del Programa Migrante. El Programa Migrante podría ayudar a los estudiantes a pagar sus materiales educativos. Para información de elegibilidad, por favor comuníquese con la Oficina de Educación del Condado de Ventura (VCOE) al 805-383-1900, vcoe.org

STUDENTS' RIGHTS NON-DISCRIMINATION POLICY*

CFR Title 34 §106.9 Discrimination in education programs and activities is prohibited by state and federal law. Education Code 200 et seq. requires school districts to afford all pupils regardless of gender, gender identity, gender expression, sex, race, color, religion, national origin, ethnic group identification, mental or physical disability, sexual orientation, or the perception of one or more of such characteristics, equal rights and opportunities in education. State law, as provided in EC 221.5, specifically prohibits discrimination based on gender in enrollment, counseling, and the availability of physical education, athletic activities, and sports. Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color and national origin. Title IX of the Education Amendments of 1972 and Title IV of the Civil Rights Act of 1964, also prohibits discrimination based on gender. The Americans with Disabilities Act and Section 504 of the Vocational Rehabilitation Act of 1973 prohibit discrimination based on disability. The Office for Civil Rights of the U.S. Department of Education has authority to enforce federal laws in all programs and activities that receive federal funds. ***En nuestro sitio de internet encontrará esta información en español oxnardadulthood.us**

UNIFORM COMPLAINT PROCEDURES*

For the COMPLAINT PROCESS UNIFORM COMPLAINT PROCEDURES 5 CCR §4622, EC §234.1, EC §32289 and EC §49013 go to Uniform Complaint Process, page 16, of the OUHSD electronic Parent & Student Handbook at <https://www.oxnardunion.org/parents/parent-handbook>. Except as the Governing Board may otherwise specifically provide in other district policies, these uniform complaint procedures (UCP) shall be used to investigate and resolve only the complaints specified here:

- District violation of state or federal law or regulations governing: Adult Education, Career Technical Education, Pre-School Programs, Categorical Programs, Local Control Accountability Plan (LCAP), Migrant Education, Nutrition Services, Pupil Fees, Special Education.
- Unlawful discrimination, including discriminatory harassment, intimidation, or bullying based on actual or perceived characteristics of the following: Age, Ancestry, Disability, Ethnic Group, Gender, Gender Expression, Gender Identity, Marital Status, Parenting, Nationality, National Origin, Race, Religion, Sex, Sexual Harassment, Sexual Orientation.
- Bullying that is not based on actual or perceived characteristics as listed above.
- Retaliation against a complainant or other participant in the complaint process or anyone who has acted to uncover or report a violation subject to Uniform Complaint Procedures. ***En nuestro sitio de internet encontrará esta información en español oxnardadulthood.us**

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Oxnard Adult School Calendar



2023-2024 Oxnard Adult School Calendar

Board Approved: 03/22/23

July 2023							July						
Su	M	Tu	W	Th	F	Sa							
						1							
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30													

Fall Semester, 83 days; Spring Semester, 92 days = 175 calendar days

EXPLORE OUR COURSES

HSD&HSE



CNA



MEDICAL ASSISTANT



PHARMACY TECHNICIAN



CAREGIVER



UPHOLSTERY



ESL



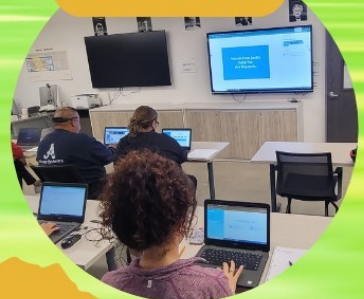
GARMENT CONSTRUCTION



CITIZENSHIP



COMPUTER



**ENROLL
NOW!**

