

1895 W. Lowell Avenue
Tracy, CA 95376
209-830-3384

BOARD OF EDUCATION

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TRACY ADULT SCHOOL ADMINISTRATION

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District Vision Statement

Tracy Unified School District as a recognized leader in education will prepare students to be responsible citizens of the 21st Century. Our safe and modern facilities, equipped with the latest technological tools, create a quality and effective learning environment for all of our students. Our world class staff challenges students to reach their fullest potential by providing a dynamic student centered curriculum supported by community, business, college and university partnerships. Tracy Unified School District's students will become the leaders of tomorrow.

Tracy Adult School Mission Statement

The Tracy Adult School shall be dedicated to the provision of continuing education for adults in the Community of Tracy.

It is devoted to the continued development of the physical well-being, cultural and social mores and values which constitutes our American society. The Tracy Adult School also is committed to the development of higher levels of skills and technology to better equip our adult citizens to meet the rigorous demands of day-to-day living in a rapidly developing and changing modern world.

Continued growth and program improvement are twin goals for the Tracy Adult School. To accomplish these goals, the school will respond to community needs as expressed by the residents of the area.

Community involvement in the development of educational programs is a vital part of the operation. Without this involvement there does not exist a need for program operation. To insure this involvement, the Tracy Adult School is committed to a policy of cooperation and communication.

Full and part-time staff members are selected to assist in maintaining this policy. Staff members' experiences and abilities are the core of the program. Through their efforts and through the involvement of the community, Tracy Adult School will continue to develop as a positive educational force.

General Information

ADMISSION REQUIREMENTS: Classes are open to any adult 18 years of age or older. High school students (11th & 12th graders) may enroll with permission of their day school counselor, their parent/guardian, the adult school teacher and an adult school administrator/designee. Preference will be given to adults.

REGISTRATION: Persons enrolling for classes should do so in the adult school office located at 1895 W. Lowell Avenue. Enrollment in classes is based on space availability, so it is important that you register prior to the start of the class. The adult office is open from 7:30a.m to 8:00p.m. Monday through Thursday and 7:30a.m. to 4:00p.m. on Friday. Subject to change.

ADULT COUNSELING SCHEDULE: Adults who wish to complete requirements for their high school diploma, the General Educational Development test (GED), or to improve basic skills, should make an appointment for counseling. Educational counseling is available in the office. Please phone 830-3384 for an appointment.

INSURANCE: Tracy Adult School does not carry student accident insurance. Adults are advised to carry their own insurance.
SOME COSTS ARE NECESSARY: Generally, high school diploma students will not pay a tuition fee. High school graduates are usually charged a course fee. Community service classes have fees for adults and high school students. In some cases, lab fees may be assessed. Enrollees must purchase their own books and materials in most classes, while some classes require a book deposit for loaned books. Payments methods: Cash or Check. There is a \$25 bank fee for all returned checks.

REFUNDS:

BOOKS—Where a book deposit is required, the deposit will be refunded by school check at the end of the semester when the book is returned. WE DO NOT REFUND FOR ANY OTHER BOOKS.

CLASSES—**NO REFUNDS WILL BE GIVEN TO STUDENTS WHO VOLUNTARILY WITHDRAW FROM THE CLASS IN WHICH THEY HAVE ENROLLED.** You will be notified only if the class you want is full or cancelled due to insufficient enrollment.

CLASS SITES

Tracy Adult School—1895 W. Lowell Avenue

Stein High School—650 W. 10th Street

West High School—1775 W. Lowell Avenue