

Course Information Form (CIF)

Course Code: ASE 016

Course Title: ASE College Prep Skills

Department: Adult Education and Workforce Development

Effective Date: Summer 2026

PCS Code: 1.8 - Adult Secondary Education

CIP Code: 32.0101

Repeatability: 0

Credit Hours

Catalog Notation: 1-0-1 through 6-0-6

Credit Hour Distribution:

Lecture: 6

Lab: 0

Clinical: 0

Total: 6

General Course Information

Catalog Description

Adult Secondary level class for learners at the NRS 5-6 (239 and up). Self-Assessment, Educational Goals and Objectives, reading, writing, and study skills that lead to post-secondary education.

General Course Objectives

To assist students seeking to move from adult education courses into post-secondary education or training. Students will be engaged in coursework and activities centered around basic college success skills.

Minimum Placement Levels

English

None

Reading

None

Math

None

Prerequisites

None

Methods of Evaluation

Pre- and post-test scores on the CASAS, development of an educational plan by the student.

Instructional Materials and Additional Supplies

None.

Course Content

General Learning Outcomes (GLOs)

- Communication: Students will demonstrate the ability to read, write, listen, and speak effectively.
- Reasoning and Inquiry: Students will demonstrate the ability to solve problems using deductive reasoning and logic, quantitative reasoning, or the scientific method.

Course Segments and Student Learning Outcomes

1 credit hour option

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Goals and Learning Styles	1. Identify goals and establish priorities as well as determine own individual learning styles.	15	0	0

Total Contact Hours

Lecture Hours	Lab Hours	Clinical Hours
15	0	0

2 credit hour option

Meet requirements from previous credit hour group plus:

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Study Skills and Memory	1. Recognize the four aspects of critical thinking. 2. Apply basic knowledge of listening and note taking in the classroom. 3. Practice effective study skills and strategies for improving memory.	15	0	0

Total Contact Hours

Lecture Hours	Lab Hours	Clinical Hours
30	0	0

3 credit hour option

Meet requirements from previous credit hour group plus:

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Time and Money Management	1. Demonstrate how time management affects goals; construct a useful budget. 2. Discover and utilize the financial aid process.	15	0	0

Total Contact Hours

Lecture Hours	Lab Hours	Clinical Hours
45	0	0

4 credit hour option**Meet requirements from previous credit hour group plus:**

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Wellness, Stress, and Choosing Your Major	1. Demonstrate the ability to recognize stress triggers and techniques to combat stress in order to stay healthy. 2. Identify majors of interest and articulate a purpose for own education.	15	0	0

Total Contact Hours

Lecture Hours	Lab Hours	Clinical Hours
60	0	0

5 credit hour option**Meet requirements from previous credit hour group plus:**

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Development of Educational Plan	1. Devise a plan based on interest and research, beginning with this course and ending with the completion of a degree/certificate.	15	0	0

Total Contact Hours

Lecture Hours	Lab Hours	Clinical Hours
75	0	0

6 credit hour option**Meet requirements from previous credit hour group plus:**

Course Segment	Learning Outcomes	Lecture Hours	Lab Hours	Clinical Hours
Experience Campus Life	1. Employ knowledge of clubs, organizations, and student services to integrate into the college culture.	15	0	0

Total Contact Hours

Lecture Hours	Lab Hours	Clinical Hours
90	0	0