



# MANSFIELD CITY SCHOOLS ADULT EDUCATION

MARCH, 2024 NEWSLETTER

## PROGRAM HIGHLIGHTS



Meet some of our outstanding Customer & Office Support Technology Adult Diploma students - Cierra, Tyler, and Jessica! They, along with their incredible cohort are more than halfway done! The next program begins on April 16th! Call for details.



From left to right:

Kayla Workman  
(DE Specialist)  
Angie Botsko  
(Career Navigator/Instructor)  
Charlene McPeek  
(Administrative Assistant)  
Andie Karpiak-Feasel  
(Program Coordinator)

They had an unforgettable journey to Nashville for the National Adult Education Conference (COABE). They gathered with other adult education programs throughout the nation. It was enriched with learning, networking, and inspiration.



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## UPCOMING ORIENTATION DATES

### Adult Basic Education Prep

- GED
- WorkKeys & Adult Diploma Program
- College Prep

**150 W. 5th St. Mansfield**  
April 15th, May 6th, May 20th  
9:00-1:00 pm

**Madison Adult Career Ctr., Mansfield**  
April 15th & May 6th  
4:00-8:00 pm

**Crawford Success Center, Bucyrus**  
April 16th & May 14th  
9:00-1:00 pm

**SA Kroc Center, Ashland**  
April 16th & May 7th  
4:00-8:00 pm

**Online Distance Education**  
April 22nd & May 6th  
9:00-1:00 pm

### Customer Office & Support Technology

- Adult Diploma Program
- College & Career Development

**Crawford County Job & Family Services**  
April 16 - June 7, 2024  
Mon., Wed., & Fri. 9:30-2:30 pm

### COST program prepares students for ...

- Certification in NRF Customer Service & Sales
- Microsoft Word, Excel, PowerPoint, and Outlook through Office Proficiency Assessment & Certification (OPAC).
- Entry-level employment in retail or service industries
- Basic technology skills for college and career success

**FREE for Adult Diploma Students**



## GED Testing

Call Charlene for more information  
419-525-6380 x 2

**GED Testing Center Location:**  
Mansfield Adult Education  
150 W. 5th St. Mansfield 44902