

# Corning Adult School

## Student Handbook 2025-26



### Welcome to Corning Adult School!

We are honored that you have chosen us as part of your journey toward achieving your educational and career goals. Whether you're here to earn a high school diploma, improve your English, or develop career skills, our dedicated staff and instructors are here to support your success.

### Mission Statement

Our mission is to provide quality, accessible education that empowers adult learners 18 and older to achieve personal, academic, and professional goals, while contributing to a stronger and more inclusive community.

### Programs Offered

#### High School Diploma

*Earn a high school diploma recognized by the State of California!*

- **Format:** Self-paced with teacher guidance
- **Curriculum:** Book & packet and online course options
- **Schedule:** Monday – Thursday, 9am – 2pm
- **Cost:** Free
  - Teacher support available Tuesday – Thursday, 9am – 1:30pm
- **Diploma:** Available approximately one week after completion of all graduation requirements. Please ensure we have up to date contact information so we can call when it is ready for pick-up.
- **Graduation Ceremony:** Ceremony for all graduates is in June each year. We'd love for you and your family to join us to celebrate your accomplishments!

### **Morning ESL (English as a Second Language)**

*Students of all levels from beginning to advanced are welcome!*

- **Format:** In person, teacher led
- **Curriculum:** Reading, speaking, listening, and writing in English
- **Schedule:** Tuesday, Wednesday, & Thursday, 9am – 11am
- **Cost:** Free

### **Evening ESL (English as a Second Language)**

*Students of all levels from beginning to advanced are welcome!*

- **Format:** In person, teacher led
- **Curriculum:** Reading, speaking, listening, and writing in English
- **Schedule:** Monday & Wednesday, 6pm – 8pm
- **Cost:** Free

### **Evening CTE (Career Technical Education)**

*Learn skills and certifications that help in the workforce.*

- **Format:** In person, teacher led
- **Class Offerings Include:** Basic Construction, Computer Literacy, Forklift
  - *Class offerings vary throughout the year*
  - *Each class is approximately 5 weeks long*
- **Schedule:** Monday & Wednesday, 6pm – 8pm
- **Cost:** \$25 materials fee

## **School Registration & Course Enrollment**

Students are encouraged to put aside an hour of time to complete registration paperwork and required enrollment testing. Each course has different enrollment dates.

- High School Diploma
  - Open enrollment all year
  - Please bring high school transcripts of courses completed
  - Monday – Thursday, 9am - 1pm
- Morning ESL
  - Open enrollment all year
  - Monday – Thursday, 9am - 1pm
- Evening ESL
  - Open enrollment all year
  - Monday, 6pm - 7pm
- Evening CTE
  - First night of class session only
  - 6pm - 8pm

## **School Calendar**

School is open from mid-August to the end of May. We take the same breaks and holidays as Corning Union High School District. Other than CTE courses, students may start and stop courses at any time during the year. School calendars are available upon request.

## School Policies

### Attendance

*Regular attendance is essential for success.*

- A minimum of 12 hours is required to complete any course.
- CTE courses require 95% attendance rate in order for students to learn all skills and information required.
  - Students with excessive absences may be dropped from the course.
- Students who are enrolled in a course to fulfill a requirement for an outside agency may have specific attendance. Please refer to your agency's guidelines for more information.

### School Rules & Expectations

*Please adhere to the following rules to ensure a positive and productive school environment.*

- Treat all staff and fellow students with respect.
- Complete work in the classroom. The office is for testing purposes only.
- No children. This is to ensure students are focused on their work.
- Please silence your cell phone and take important calls outside.
- No drugs, tobacco, vapes, or alcohol allowed on campus.

### Academic Integrity

*Please adhere to the following rules to ensure academic honesty and student accountability.*

- Cheating, plagiarism, or misuse of school technology is prohibited.
- Using AI for high school diploma class work is prohibited.
- Violations may result in being dropped from the course.

## Student Support Services

*We are here to support you in accomplishing your goals.*

- **Shasta College Assistance:** Schedule varies; please check with our Student Services Technician for a current schedule
- **High School Diploma Assistance:** Students are welcome to come any time Tuesday – Thursday between 9am – 1:30pm to receive teacher assistance.
  - There is no support provided outside these hours; please refrain from asking for assistance from our Student Services Technician.
- **Technology Access:** Computer lab available Monday – Thursday, 9am – 2pm

## Contact Information

**Address:** 250 E. Fig Lane, Corning, CA 96021

**Phone:** (530) 824-7414

**Fax:** (530) 838-6991

**Website:** [www.cuhsdistrict.org/CUHSD/Corning-Adult-School/](http://www.cuhsdistrict.org/CUHSD/Corning-Adult-School/)

**Facebook:** Corning Adult School

**Email:** [iandrade@corninghs.org](mailto:iandrade@corninghs.org)