**Course Title:**

**Career Field:** [choose one: Business/Administration, Education, General/Multi-Pathway, Healthcare, Retail/Hospitality, Technical, Technology]

**Adult Career Pathway:** [e.g., Nurse, Paraprofessional, Hotel Housekeeping Supervisor, etc.]

**Type:**  [e.g., On-ramp, Bridge, Concurrent ABE with CTE Course, Integrated, etc.]

**Prepares Students for:** [e.g., CDL permit test, ServSafe national exam, employment as entry-level customer service rep, Intro to Child Devt. MnSCU class, etc.]

**Target Student Population:**  [CASAS/TABE cut scores (include name / # of test – e.g., TABE 11/12), prerequisites, specific target groups, etc.]

**Access Curriculum:** [link to URL with curriculum materials in Google Drive or other place – *set link as VIEW ONLY!!*]

**Course Description:**  [1-2 paragraphs, 100 words max – course objectives, type of learning activities, etc.]

**Duration:**  [# class sessions, # hours/session = total # hours of instruction]

**Curriculum Materials:** [what is included for the instructor to teach the course]

**Curriculum Pluses:** [what do you think is especially strong about the curriculum; ATLAS will add comments here]

**Curriculum Drawbacks:** [any weaknesses you know of in the curriculum; ATLAS will add comments here]

**Author:** [name, ABE program]

**Created:** [year]

**Contact:** [someone willing to answer questions about the curriculum; could be author, administrator, instructor teaching the course – name, organization, address, email, phone]

**TO SUBMIT THIS FORM:**

1. Save your completed form with a file name that includes the course title and your ABE program (e.g., Food Safety – Mankato ABE).
2. Email completed form to Heather Turngren, ATLAS Adult Career Pathways Coordinator, at [heather.turngren@mpls.k12.mn.us](mailto:heather.turngren@mpls.k12.mn.us).