EL Civics Materials Order Form Fall Semester 2016 - 2017

Deadline: Friday, September 16th

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ District Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Site / Campus \_\_\_\_\_\_\_\_\_\_\_\_\_ CRN # \_\_\_\_\_\_\_\_\_\_\_ Class days \_\_\_\_\_\_\_\_\_\_ Class Time\_\_\_\_\_\_\_\_\_\_\_\_\_

Fill out one order form per class and objective. **Bold font** indicates priority objectives for morning, afternoon, and evening classes. If you wish to select an objective that is bold in a time slot other than your own, please contact same-level morning, afternoon, or evening teachers at your site to ensure students attending more than one class do not receive duplicate EL Civics preparation.

**1. *Select your objective* and level by circling  the level under your selected objective.**

|  |  |  |  |
| --- | --- | --- | --- |
| Time | Levels 1 -3 | Levels 4-7 | Transition to College / Level 7 |
| **Morning** | **#12 DMV Road Signs and Traffic Stops**** BL BH** **#33 Apply for a Job**  **BL BH** #7 Report Crime or Emergency Level 1 BL BH #14 Research Educational Resources to Meet a Personal Goal BH | **#19 Immigrants’ Rights / Responsibilities****IL - Adv (one level of materials only)****#33 Apply for a Job** **IL IH Adv**#7 Report Crime or EmergencyIL IH#12 DMV Road Signs and  Traffic StopsIL IH#14 Research Educational Resources to Meet a Personal GoalIL IH Adv#40 American History IL IH Adv | **#14 Research Educational Resources to Meet a Personal Goal**** TC / L7** |
| **Afternoon** | **#12 DMV Road Signs and Traffic Stops** **BL**  **BH**  | **#12 DMV Road Signs and**  **Traffic Stops****IL IH** Adv: Please email sthomas@sdccd.edu | **Adv** and **TC**: Please email EL Civics to discuss objectivesthomas@sdccd.edu |
| **Evening** | **#7 Report Crime or Emergency****Level 1 BL BH** **#14 Research Educational Resrouces to Meet a Personal Goal**  **BH**#12 DMV Road Signs and Traffic StopsBL BH#33 Apply for a Job  BL BH  | **#7 Report Crime or Emergency****IL IH****#14 Research Educational Resrouces to Meet a Personal Goal** **IL IH Adv****#40 American History****IL IH Adv**#12 DMV Road Signs and Traffic StopsIL IH#19 Immigrants’ Rights / ResponsibilitiesIL - Adv (one level of materials only)#33 Apply for a Job IL IH Adv | **#14 Research Educational Resources to Meet a Personal Goal** **TC / L7** |

2. ***How many Student Guides*** will you need? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. What is your ***preferred assessment date*(s)**? If you expect to have more than 25 students, please sign up for two days of testing. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please note: Every effort will be made to schedule assessments during your preferred week though your specific requested dates may not be available. You will receive confirmation of your objective / assessment dates via email on or before September 26th. Assessment dates will be changed by EL Civics office in emergency cases only.

4. Please *return* your order form to the EL Civics Office, Mid-City Center or send as an email attachment by Friday, September 16th. Please, no email notes or phone requests. (Our office uses your form to organize your EL Civics supplies.)