

**NUMBERED MEMO CC23-039**

**TO:** CC Presidents  
CC Basic Skills Directors

**FROM:** Sandra M. Thompson, Associate Vice President, College and Career Readiness  
Dr. Brian Merritt, Sr. Vice President and Chief Academic Officer

**SUBJECT:** Teaching College & Career Readiness Courses in Other Languages

**DATE:** November 20, 2023

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The information below outlines guidelines for teaching Basic Skills Courses and Integrated Education and Training (IET) components in languages other than English. This numbered memo supersedes numbered memo CC01-229: GED Classes in Spanish.

WIOA Title II funded providers may teach College & Career Readiness courses and IET training components supported with Title II funds in languages other than English. This includes training components of Integrated English Literacy and Civics Education (IELCE) IETs. This change is effective immediately and will be reflected in the 2024 College and Career Readiness Manual and in the 2024 Statement of Assurances.

If you have questions regarding this change, email Sandra Thompson at [thompsons@nccommunitycolleges.edu](mailto:thompsons@nccommunitycolleges.edu).

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