



North Carolina Community Colleges
College and Career Readiness

Basic Skills Plus Policies and Procedures Implementation
Guide

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Update Effective May 2018 See page 5(c)

Update Effective September 2018 See page 6 - Use of Funds Update
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Introduction

Basic Skills Plus (BSKP) was enacted by the North Carolina General Assembly in 2010 to support occupational skills training for participants concurrently enrolled in literacy courses and seeking a high school diploma or its recognized equivalent.

Basic Skills Plus entered permanent law in 2015 and is assigned to the North Carolina Community Colleges- Programs and Student Services Division/College and Career Readiness (CCR) Section for management and oversight. This document provides guidance for the legislation and outlines policies that have been established for Basic Skills Plus by the North Carolina General Assembly and the State Board of Community Colleges.

Basic Skills Plus Legislation

Basic Skills Plus provides for concurrent enrollment in literacy and either employability or occupational skills training.

- Section 10.2(a). Session Law 2015-241 G.S. 115D-5(b) (15) authorizes the State Board of Community Colleges (SBCC) to waive tuition and registration fees for courses providing employability skills, job-specific occupational or technical skills, or developmental education instruction to certain students who are concurrently enrolled in an eligible community college literacy course, in accordance with rules adopted by the State Board of Community Colleges.

Basic Skills Plus Definition

Basic Skills Plus is a tuition waiver program planned to serve Basic Skills students, who have achieved Adult Secondary level, Title II National Reporting System levels, in either math or reading, and who are concurrently enrolled in courses providing employability skills, job-specific, occupational, technical skills, or developmental education.

Basic Skills Students

A Basic Skills Student is an eligible individual who has attained 16 years of age; who is not enrolled or required to be enrolled in secondary school under State law; and who is basic skills deficient, does not have a secondary diploma or its recognized equivalent and has not achieved an equivalent level of education; or is an English language learner.

Concurrent Enrollment

Basic Skills participants must be registered concurrently in Basic Skills and eligible training courses in the same semester or term and at the same institution.

Student Eligibility

- Student must be Basic Skills participants, be pre-tested with an NRS approved assessment, and functioning at Adult Secondary level in math or reading.
- Participants with a high school diploma or its recognized equivalent are not eligible for Basic Skills Plus.
- Students must be concurrently enrolled as participants in Basic Skills Adult Education literacy programs and in eligible training including:

- Continuing Education courses identified as eligible for [NC Title II postsecondary transition](#) or
 - Curriculum courses within an occupational or technical credential program of study for an approved curriculum certificate as listed in the college's catalog.
- Students must attend Basic Skills and eligible training courses concurrently at the same college and the same semester.
 - Students who earn their Adult High School (AHS) or High School Equivalency (HSE) diploma while receiving the Basic Skills Plus tuition waiver, may complete the specific waived course section(s). However, students are not eligible to register for additional courses using the Basic Skills Plus tuition waiver.
 - An undocumented student is not eligible for waiver of in-state tuition. See State Board Code, Admission to Colleges (1D SBCCC 400.2(b1) and 1D SBCCC 400.2 (b4)).[State Board Administrative Code](#)

Assessment

Participants must be pre-tested using an NRS approved standardized assessment and must be functioning at the Adult Secondary Education level as defined by National Reporting System in either reading or math. Participants must be post-tested in compliance with the [College and Career Readiness 2021-22 NC Assessment Manual](#). All instructional hours (Basic Skills and Occupational Skills instructional hours) can be counted towards the total hours that meet post-test criteria.

Coding Basic Skill Plus

Basic Skills Plus students who are concurrently enrolled in curriculum, continuing education, developmental education, and literacy courses must be identified in the Colleague data system with the required Basic Skills Plus codes as provided in the [Tuition and Registration Fee Waiver Reference Guide, effective October 29, 2018](#). Basic Skills Plus Setup Guides for CE and CU are listed in the [ServiceNow system](#). Each guide can be located by typing on the search bar: Basic Skills Plus.

Basic Skills Plus

Definition:	Basic Skills Plus serves enrolled Basic Skills students, who are concurrently enrolled in courses providing employability skills, job-specific, occupational, technical skills, or developmental education instruction.
Agency Affiliation(s):	Not Applicable
General Statute(s):	G.S. 115D-5(b)(15)
SBCC Code(s):	1E SBCCC 800 Waivers
Eligible Training:	<p>Students may choose one of the following pathways:</p> <p>Continuing Education: Workforce Continuing Education (WCE) courses identified as eligible for NC Title II post-secondary transition leading to state and industry recognized credentials. Colleges may waive registration fees for up to 96 hours.</p> <p>Curriculum: Courses within an occupational or technical credential program of study for an approved curriculum certificate as listed in the college’s catalog. College may waive tuition for up to 12 credit hours.</p>
Proof of Eligibility of Waiver:	<p>Literacy students who meet the following criteria:</p> <ol style="list-style-type: none"> 1. Are currently enrolled as participants in Basic Skills Adult Education literacy programs; 2. Are assessed with a NC approved assessment and are functioning at the Adult Secondary Education level as defined by National Reporting System in either reading or math; 3. Or are enrolled in an Adult High School program.
Tuition Remission Report Discount/AR Code:	<p>Continuing Education: CEBSP – Basic Skills Plus students</p> <p>Curriculum: WBSKP – Basic Skills Plus students</p>

Additional Information:

- The Basic Skills Plus waivers, authorized by G.S. 115D-5(b)(15), only apply to curriculum tuition and continuing education registration fees. It does not extend to local student fees. The waiver of local fees is governed by local policy. Under WIOA, an individual who completes at least 12 contact hours of service in an adult education program qualifies as a Title II “participant.”
- Basic Skills Adult Education literacy students must be concurrently enrolled in the college’s literacy program and the training.

- Students who earn their Adult High School (AHS) or High School Equivalency (HSE) diploma while receiving the Basic Skills Plus tuition waiver, may complete the specific waived course section(s). However, students are not eligible to register for additional courses using the Basic Skill Plus tuition waiver after earning their AHS diploma or HSE.
- Students may not delay earning an Adult High School or High School Equivalency to access the Basic Skill Plus tuition waivers.
- Students must attend Basic skills and pathways courses concurrently at the same college.