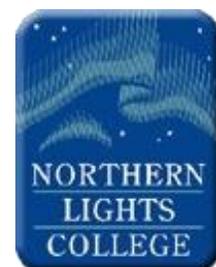


Appraisals for Placement

Preparing to Write the CCP Appraisals in English and Math

- The Appraisal Process
- FAQ
- Sample English Questions
- Sample Math Questions



The Appraisal Process

- ▶ We offer many different courses in Career and College Prep including individualized courses. The goal of our placement process is to provide you with a level recommendation so you can make an informed choice.

- ▶ The English and Math Appraisals for Placement are only one part of the placement process.

- ▶ The process involves several steps:
 1. Visit Student Services and register with Northern Lights College.
 2. Find out when and where you can write the appraisals.
 3. Write the appraisals.
 4. A Student Recruiter, Instructor, or other College representative will contact you.
 5. Meet with the College rep to discuss the results and plan your next step.

- ▶ In providing a recommendation, we consider the following:
 - ▶ your needs
 - ▶ previous education and training
 - ▶ transcripts
 - ▶ reading and writing skills
 - ▶ personal and career goals

FAQ

Who needs to write the appraisals?

- ▶ We encourage everyone who applies to the CCP program to have their skills appraised by writing the CCP English and/or Math Appraisal for Placement. You may write one or both, depending on your goals.

Why do I need to take the appraisals?

There are a few reasons to take the appraisals:

- ▶ The recommendation helps you decide at which level you should start.
- ▶ It can help ensure that you are challenged but not overwhelmed once you get started.
- ▶ It helps us better meet your needs.

What if I have special needs or a learning disability?

- ▶ Contact the Student Recruiter or Access Coordinator to obtain any special supports before you write the appraisals.

How can I prepare myself to take the appraisals?

- ▶ Look over the sample questions in the next section.
- ▶ Brush up on your skills, if you wish.
- ▶ Get a good rest the night before the appraisal.

How long will it take to do the appraisals?

- ▶ Each appraisal usually takes an hour to complete, but there is no time limit. If you are doing both math and English, you can complete them at separate times if you wish.

How much does it cost?

- ▶ It is free. There is **no cost** to write the appraisals.

When can I write it?

- ▶ Contact Student Services at your home campus to find out the specific days and times.

Where will I write it?

- ▶ Applicants usually write in the Adult Learning Centre or campus library.

Are there any guidelines for writing the appraisals?

- ▶ Electronic devices are not permitted.
- ▶ Calculators are not permitted for any section of the Math Appraisal.
- ▶ Dictionaries or spell checkers are not permitted for any section of the English Appraisal.
- ▶ The appraisals may not be taken home.

Who looks at my appraisals and makes a recommendation?

- ▶ The math appraisal will be reviewed by a math instructor in the CCP program. The English appraisal will be reviewed by one or two English instructors in the CCP program.

When will I get my results?

- ▶ We try to have the results back to you in about a week. Sometimes it takes longer, but usually it takes just a few days.

How do I get my results?

- ▶ Once a recommendation is made, you will be contacted by a representative from the college who will meet with you to review the results.

What if I don't agree with the recommendation?

- ▶ The recommendation is only that. You have the final say in which courses you decide to take.
- ▶ We have found that students who take courses that are more advanced than they can handle often experience frustration and time wasted.

What if I start my course and I need to be in a different course?

- ▶ Sometimes a student will move to a different course when both the student and instructor agree that a different course is better suited for the student. This change usually happens within the first few weeks of starting a course.

Remember: The appraisal is only one method we have for understanding your math and English levels. Once you start your courses, your instructors will ensure that you are taking the best courses to help you achieve your goals.

English Appraisal: Sample Questions

The English appraisal has two booklets: Question Booklet and Answer Booklet. The Question Booklet is divided into three parts: Reading Comprehension, Word Recognition, and Composition.

Part 1: Reading Comprehension

- ▶ You will first look over a two lists of words. The list that you can read comfortably will determine whether you will do either reading selection A or B. There are ten questions in all.

Selection A - Sample

Adults who come to Northern Lights College to upgrade do so for many reasons. Some people want to improve their English skills in order to get a better job. Some want to enter a training program, but need to upgrade first. Some want to finish off their grade 12.

There are many supports in place to help adults attend Career and College Prep (CCP) courses. All CCP courses are tuition-free. Special funding can help cover other costs such as fees, books and bus passes. In some cases, adults are sponsored to upgrade. Sometimes students work while coming to the college.

Another important support is for adults who have special needs. Supports can be arranged for students who need them. For

example, if a student cannot hear the instructor in class, a device can be used so that the student can hear what is said in class.

Some college campuses have on-site daycare. Some have dorms for students.

Instructors in Career and College Prep are big supporters of their students. Instructors want to help students reach their goals. Family and friends can be very supportive too.

Coming to the college to upgrade is a big step, but with all the supports, it is one that can be taken. If you are reading this selection, then you too are starting the journey.

Answer the following questions:

1. Based on information you have read in the article, for what reasons do adults come to college to upgrade?
 - A. to get a grade 12
 - B. to get a better job
 - C. to enter a training program
 - D. all of the above

2. Career and College Prep is a college program that offers upgrading courses.
 - A. True
 - B. False
3. There are many supports for adults in the Career and College Prep program.
 - A. True
 - B. False
4. All courses at the college are tuition-free.
 - A. True
 - B. False
5. Based on information in the article, what helps students to succeed?
 - A. Having a job while going to college.
 - B. Getting support when it is needed.
 - C. Taking the bus to get to the college.
 - D. Sending children to daycare.
6. The phrase “tuition-free” means there are no fees to take classes.
 - A. True
 - B. False
7. In this article, the word “device” means an invention that helps.
 - A. True
 - B. False
8. All college campuses offer on-site daycare.
 - A. True
 - B. False
9. Which of the following supports is **not** mentioned in the article?
 - A. Financial Aid
 - B. Child care
 - C. Library Services
 - D. Housing
10. The writer of this article thinks that adults can be successful in CCP.
 - A. True
 - B. False

Selection A: Answers

1. D 2. A 3. A 4. B 5. B 6. B 7. A 8. B 9. C 10. A

Selection B

Northern Lights College is known as “BC’s Energy College.” It was established in 1975 to meet the training needs of people living in northern British Columbia, a resource-rich area covering a quarter of the province. With campuses located in Fort Nelson, Fort St John, Chetwynd, Tumbler Ridge, and Dawson Creek, the College offers a diverse array of programming through various modes of delivery. With a region so large, the energy of communications is utilized through Smart classrooms and videoconference technology, as well as online courses via the Internet. Some programs such as the Early Childhood Education program stretch the boundaries of the region by offering training to people throughout British Columbia.

Northern Lights College (NLC) has been established as a provincial Centre of Excellence in three areas: Aerospace, Oil and Gas, and Clean Energy Technologies. The Aircraft Maintenance program has been operating for many years and attracts students from around the world. The Jim Kassen Industry Training Centre was built in Fort St John in 2007, allowing the expansion of oil and gas training. More recently, the construction of Energy House, a multi-use facility in Dawson Creek, was completed. The Energy House produces all its energy needs through a wind turbine, solar panels, biomass, and geo-exchange systems.

Partnerships with communities build on the energy of young people. Northern Opportunities, a collaboration of industry, Aboriginal organizations, education and government, has developed the Dual Credit program which provides youth in the school system an opportunity to begin training for their careers while still in secondary school. Plans to expand this initiative across many program areas will ensure that youth in the region have new opportunities to begin their training while still in school.

The slogan “BC’s Energy College” was coined based on the region’s abundance of energy, but the slogan goes much further than that. Utilizing the energy of communications, technology, and most importantly, people, Northern Lights College will continue to energize the region for many years to come.

Based on what you have read in the article, select the best response.

1. When was Northern Lights College founded?
 - A. A few years ago
 - B. Over three decades ago
 - C. Half a century ago
 - D. In 2007

2. Which of the following does **not** describe the college region?
 - A. covers northern half of BC
 - B. spread out over large area
 - C. rich in resources
 - D. campuses in different communities

3. Which of the following is an NLC Centre of Excellence?
 - A. Wind Turbine Maintenance
 - B. Energy Technologies
 - C. Early Childhood Development
 - D. Aerospace

4. Northern Lights College was given the title “BC’s Energy College” because
 - A. oil and gas are in the region
 - B. northerners are full of energy
 - C. Energy House was built
 - D. solar panels were installed

5. Which sentence accurately describes the college?
 - A. It does not offer many programs.
 - B. It covers a relatively small region.
 - C. It relies on communication technology.
 - D. It offers on-site training only.

6. Which of the following statements is **not** supported by information in the article?
 - A. A wind turbine supplies energy to Energy House.
 - B. The Dual Credit program helps youth train for careers.
 - C. There are six Northern Lights College campuses.
 - D. Online courses are offered in Early Childhood Education.

7. The word “initiative” as used in the article probably means
 - A. preliminary step
 - B. referendum
 - C. active part
 - D. energy or aptitude

8. The word “utilizing” as used in the article probably means
 - A. take advantage of
 - B. turn to practical use
 - C. rearrange to make better
 - D. make more profitable

9. An appropriate title for this article might be
 - A. *College Life in the North*
 - B. *BC’s Energy College*
 - C. *Programs for Energy*
 - D. *A College in BC*

10. The main point of this article is best expressed as follows:
- A. Northern Lights College is the most energetic college around.
 - B. Come to Northern Lights College to meet your energy needs.
 - C. There are many ways NLC fulfills its slogan “BC’s Energy College”.
 - D. NLC offers many programs and partnerships to northerners.

Selection B: Answers

1. B 2. A 3. D 4. A 5. C 6. C 7. A 8. B 9. B 10. C

Part 2: Word Recognition

- ▶ In this section, you will be presented with 20 sentences. Look over the list of words in the box and decide which word fits the blank space in each sentence. A word may only be used once. Write the correct letter that corresponds with the sentence on your answer sheet.

SAMPLE

A. culture B. cultured C. cumulous D. cultivate E. cultural F. curb
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1. There were many _____ events held during Newcomer’s week.
2. Chahna experienced _____ shock when she arrived in Canada for the first time.
3. It was a gorgeous day with many _____ clouds in the sky.
4. The farmer needs to _____ the soil in order to prepare it for planting.
5. Drinking more water helped to _____ David’s appetite.

SAMPLES

- A. subscribe
- B. substantial
- C. subscription
- D. subjected
- E. submerge
- F. subside

6. The storm started to _____ and finally stopped altogether.
7. Andrew ordered a magazine _____ for one year.
8. I don't _____ to any particular theory.
9. In order to fully inflate the buoy, _____ it in water.
10. A _____ amount of snow fell yesterday.

- A. location
- B. local
- C. locality
- D. locomotion
- E. locate
- F. localized

11. The flooding was _____ to areas nearest the river.
12. Charity used a GPS to _____ her position.
13. _____ news is often presented after national news.
14. How many residences are in that _____ ?
15. The exact _____ of the moose was unknown.

- A. energy
- B. energetic
- C. energized
- D. efficiently
- E. efficient
- F. elated

16. Wind turbines provide one source of _____ to BC residents.
17. Children are usually more _____ than adults.
18. Fans were _____ when their team won the competition.
19. The workers figured out a way to operate the machine more _____.
20. Helen felt _____ after her workout.

Word Recognition: Answers

1. E 2. A 3. C 4. D 5. F 6. F 7. C 8. A 9. E 10. B
11. F 12. E 13. B 14. C 15. A 16. A 17. B 18. F 19. D 20. C

Part 3: Composition

- ▶ You have a choice in this section. You can complete either a paragraph or a short essay. If you want a more advanced level placement, you should try to do the essay assignment.
- ▶ You will be given a wide selection of topics. Choose only one.

TIPS

- ▶ Follow the directions carefully. If you're not sure what to do, ask the invigilator.
- ▶ Make sure you show your process of writing.
 - Write down the ideas you have.
 - Put them in a logical order.
 - Print or write the paragraph or essay.
 - Make any changes as you go.
 - Read over your work and make any last changes.
- ▶ Choose one of the topics you know something about.
- ▶ Don't be overly concerned with spelling. Try to use the words you want, and spell them as best you can.
- ▶ If you have chosen a paragraph, include a topic sentence, the details, and a closing sentence.
- ▶ If you have chosen an essay, include an introductory and closing paragraph. You may wish to use the 5-paragraph approach.
- ▶ Try to write in complete sentences.
- ▶ Create a title.
- ▶ Try to present ideas that you think your reader would find interesting.
- ▶ Write as much as you can. Even a little bit will be helpful in showing your strengths.

Math Appraisal: Sample Questions

The Math Appraisal has four sections. Each section is designed to appraise a different level of math from basic math to advanced algebra.

Section 1 - Sample

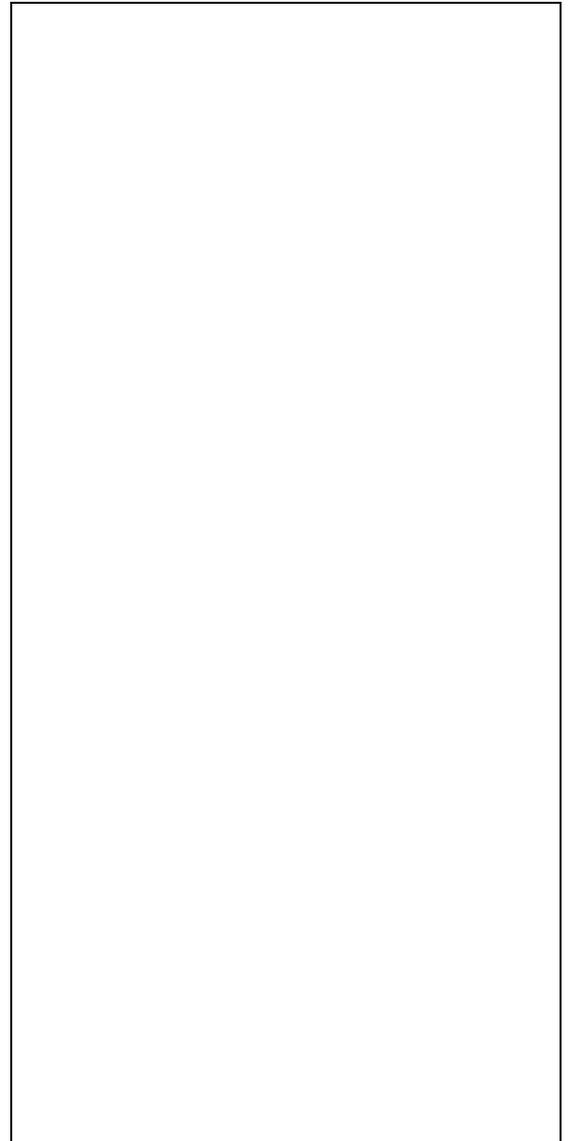
WORK

- 1) What is the place value name for five thousand sixteen?
 - a) 516
 - b) 5 016
 - c) 50 016
 - d) 500 016
 - e) None of the above

- 2) Round 3 983 to the nearest ten.
 - a) 80
 - b) 3980
 - c) 3900
 - d) 4 000
 - e) None of the above

- 3) Subtract: $32 - 13$:
 - a) 19
 - b) 21
 - c) 29
 - d) 45
 - e) None of the above

- 4) Multiply: 35×9 :
 - a) 44
 - b) 255
 - c) 275
 - d) 315
 - e) None of the above



Answers 1) b 2) b 3) a 4) d

Section 2 – Sample

WORK

- 1) Multiply: 383×26
 - a) 3064
 - b) 9548
 - c) 9948
 - d) 9958
 - e) None of the above

- 2) Divide: $6142 \div 37$
 - a) 0.00602
 - b) 16.6
 - c) 166
 - d) 1660
 - e) None of the above

- 3) Three thousand sixty repair kits must be packed into 28 crates.
Estimate the number of repair kits in each crate.
 - a) 12
 - b) 100
 - c) 110
 - d) 120
 - e) None of the above

- 4) Perform the indicated operations: $4(16-11)-2 \times 3$
 - a) 3
 - b) 14
 - c) 15
 - d) 54
 - e) None of the above

- 5) Reduce to lowest terms if possible: $\frac{18}{30}$
 - a) $\frac{3}{5}$
 - b) $\frac{6}{10}$
 - c) $\frac{9}{15}$
 - d) 1
 - e) None of the above

WORK

- 6) Subtract and reduce to lowest terms: $4\frac{2}{3} - 1\frac{4}{5}$
- a) $2\frac{13}{15}$
 - b) $3\frac{2}{15}$
 - c) $3\frac{2}{2}$
 - d) None of the above
- 7) Solve: $\frac{3}{20} = \frac{x}{4}$
- a) $x = \frac{7}{20}$
 - b) $x = \frac{3}{5}$
 - c) $x = 12$
 - d) $x = 15$
 - e) None of the above
- 8) It snows 4.6 cm on Tuesday, 5.8 cm on Wednesday, 1.8 cm on Thursday and 2.4 cm on Friday. **Estimate** the total snowfall over the four days.
- a) 14 cm
 - b) 14.6 cm
 - c) 15 cm
 - d) 20 cm
 - e) None of the above
- 9) Write an exact percent for the comparison. 8 out of 20.
- a) 0.4%
 - b) 25%
 - c) 40%
 - d) 250%
 - e) None of the above

Answers

- | | | | | |
|------|------|------|------|------|
| 1) d | 2) c | 3) b | 4) b | 5) a |
| 6) a | 7) b | 8) c | 9) c | |

Section 3 – Sample

WORK

- 1) Evaluate the following expression when $p=9$, $q=-7$

$$A = \frac{q-p}{4} - 2$$

- a) -6
 - b) -4.5
 - c) 2
 - d) 6
 - e) None of the above
- 2) Collect like terms: $3x - 4y + 5x + 6y$
- a) $8x - 2y$
 - b) $8x + 2y$
 - c) $8x^2 - 2y^2$
 - d) $15x^2 - 24y^2$
 - e) None of the above
- 3) Simplify: $4a + 4(2b - 3c)$
- a) $4a - 24bc$
 - b) $48abc$
 - c) $4a + 8b - 3c$
 - d) $4a + 8b - 12c$
 - e) None of the above
- 4) 3.5×10^{-3} is the same as
- a) 0.00035
 - b) 0.0035
 - c) 350
 - d) -3500
 - e) None of the above
- 5) Solve for x : $4x + 7 = 13$
- a) $x = \frac{6}{4}$
 - b) $x = 5$
 - c) $x = \frac{3}{2}$
 - d) $x = -\frac{3}{2}$
 - e) None of the above

WORK

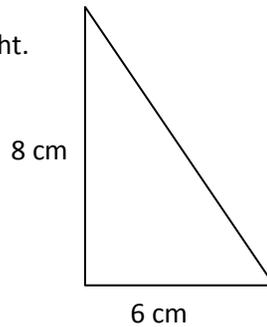
6) Factor out the greatest common factor:

$$12a^2b^2 + 6a^2b - 18ab^2$$

- a) $ab(12ab + 6a - 18b)$
 - b) $3a(4ab^2 + 2ab - 6b^2)$
 - c) $3ab(4ab + 2a - 6b)$
 - d) $6a(2ab^2 + ab - 3b^2)$
 - e) None of the above
- 7) The population of Ourtown decreased by 100 from 2000 in 2010. What was the percent decrease?
- a) 5%
 - b) 20%
 - c) 95%
 - d) 1900%
 - e) None of the above

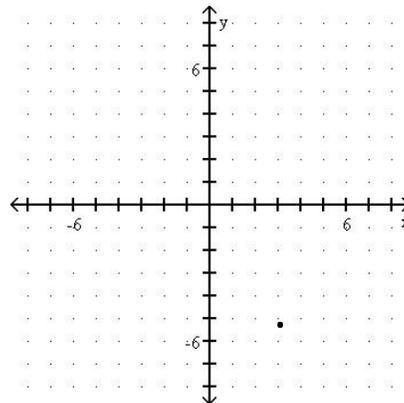
8) Calculate the area of the triangle at right.

- a) 14 cm
- b) 24 cm
- c) 24 cm^2
- d) 48 cm^2



9) Identify the coordinates of the point on the graph.

- a) (3, -5)
- b) (-5, 3)
- c) 3, -5
- d) (3, 5)



Answers

- | | | |
|------|------|------|
| 1) a | 2) b | 3) d |
| 4) b | 5) c | 6) e |
| 7) a | 8) c | 9) a |