

TO: College and Career Readiness Directors, Community-Based Organization Directors

FROM: Arby Cooper, WIOA Title II State Director

SUBJECT: BSP 2000-Course Update

DATE: October 2, 2025

Please be advised that the *Basic Skills Programs (BSP) 2000* course has been revised and will be released on **Friday, October 3, 2025**. The course revision includes:

- A revised course description to better align with program objectives.
- *BSP 2000* may **only** be offered as a **contact hour course**.

Please ensure that all future scheduling and instructional planning reflect these changes. The updated guidance supersedes the Basic Skills Guidance issued on October 8, 2008, and reflects current requirements and expectations for the *BSP 2000* course.

Updated Course Description

The following Basic Skills Programs are included under BSP2000: ADULT BASIC EDUCATION (ABE): A program that provides instruction in foundational skills like reading, writing, and math to adults aged 16 and older who need to improve their basic skills for various reasons, such as pursuing further education, improving job prospects, or enhancing their ability to participate in society. It focuses on helping adults reach a level of proficiency that allows them to function effectively in daily life and pursue other educational or vocational goals. ADULT SECONDARY EDUCATION (ASE): A program that helps adults who have not completed high school or its equivalent, gain the knowledge and skills needed to achieve a high school equivalency or diploma, and prepare for further education or employment. These programs often include instruction in core subjects like math, language arts, science, and social studies, as well as career-focused training and English language learning for non-native speakers. ENGLISH AS A SECOND LANGUAGE (ESL): An adult English language learner (ELL) is an individual whose primary language is not English and who is actively learning English as a second or foreign language. This definition encompasses adults who may have limited or no formal education in their native language, as well as those with varying levels of prior English language experience. They may also be adults who live in a community where English is not the dominant language. ADULT HIGH SCHOOL DIPLOMA (AHS): A program of instruction offered cooperatively with local public-school systems to help adult students earn an Adult High School Diploma. HIGH SCHOOL EQUIVALENCY (HSE): A program of instruction designed to prepare adult students to pass the

HSE tests that lead to a High School Equivalency Diploma. BSP2000 can only be offered as a contact hour course.

C: Dr. Robert Van Dyke, Associate Vice President, Federal Programs

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