

**IEEPP**  
**Individual Education and Employment Preparation Plan**  
**ABE/HSE**

**General Information**

NAME: \_\_\_\_\_ Entry Date: \_\_\_\_\_ Course Code: \_\_\_\_\_

**BASIC LITERACY ASSESSMENT      TABE (*Test of Adult Basic Education*)**

**Pre-TABE:**

READING      Test Date: \_\_\_\_\_      Level: \_\_\_\_\_      Form: \_\_\_\_\_      Correct: \_\_\_\_\_      G.E.: \_\_\_\_\_

MATH      Test Date: \_\_\_\_\_      Level: \_\_\_\_\_      Form: \_\_\_\_\_      Comp: \_\_\_\_\_      Applied: \_\_\_\_\_      G.E.: \_\_\_\_\_

**Post-TABE:**

READING      Test Date: \_\_\_\_\_      Level: \_\_\_\_\_      Form: \_\_\_\_\_      Correct: \_\_\_\_\_      G.E.: \_\_\_\_\_

MATH      Test Date: \_\_\_\_\_      Level: \_\_\_\_\_      Form: \_\_\_\_\_      Comp: \_\_\_\_\_      Applied: \_\_\_\_\_      G.E.: \_\_\_\_\_

**SKILLS ASSESSMENT**

Rate Skill Level:      1 = Least Developed      2 = Need Improvement      3=Adequately Developed      4=Above Average      5=Highly Developed

AREA	SKILL	ENTRY	EXIT
Reading	Literature		
G.E.	Social Studies		
	Science		
Writing	Essay Writing		
	Grammar/Punctuation Review		
Math	Whole Numbers		
G.E.	Percents		
	Decimals		
	Geometry		
	Algebra		

**EMPLOYABILITY ASSESSMENT CHECKLIST**

**Barrier:** \_\_\_\_\_ **Action Steps:** \_\_\_\_\_

**Barrier:** \_\_\_\_\_ **Action Steps:** \_\_\_\_\_

**GOAL AND EDUCATION PLAN**

*Core Goal and Action Steps*

**Core Goal(s):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Action Steps:** 3 Obtain or 4 Retain Employment Skills I need to obtain: \_\_\_\_\_

6 HSE or 7 Obtain Secondary Diploma Skills I need to obtain: \_\_\_\_\_

8 Enter Post-Secondary or Training Skills I need to obtain \_\_\_\_\_

*Secondary Goal and Action Steps*

**Secondary Goal(s) – May choose 2 goals**

10 Obtain Citizenship Skills Skills I need to obtain: \_\_\_\_\_

11 Reduce Public Assistance Skills I need to obtain: \_\_\_\_\_

12 Get Involved in Community Activities Skills I need to obtain: \_\_\_\_\_

13 Get Involved in Children’s Education Skills I need to obtain: \_\_\_\_\_

14 Get Involved in Children’s Literacy Skills I need to obtain: \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Instructor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**GOAL AND EDUCATION PROGRESS CHECKS**

Steps Achieved	Evidence of Achievement: Post-test scores, obtained a job, passed exam, accepted into college, reduced public assistance	Instructor: Date and Initial