



Training & Learning Centre

OF RENFREW COUNTY

Renfrew County Community Upgrading Program
240 Bridge St., Box 74, Eganville, ON K0J 1T0
613-628-1720 or 1-800-387-4712
Email: trainingandlearningcentre@gmail.com
www.trainingandlearningcentre.ca

What do you do at the Training & Learning Centre?

The Training and Learning Centre (TLC) helps adults make positive changes in their lives by developing or strengthening the essential skills they need for today's world. We teach the skills you need for employment, further education or training, and life.

How does it work?

Once an assessment is completed (skills check-up) the instructor will speak with the learner about what their goals are. The instructor will work with the learner to develop a learning plan to help them reach their goals. The learner and instructor will decide what their schedule will be based on the learners availability and class times. Once a schedule has been decided we expect the client to attend on the days and times they have decided on. If they are unable to attend at their scheduled time, we appreciate the courtesy of a phone call or email.

We also offer targeted training. This consists of 5 to 8-week programs, usually one or two days a week. This training has a start date and end date as well as a set curriculum. Targeted training courses vary from preparation for specific jobs to computer skills training. Currently we are offering all of our targeted training online.

Note: If a learner would like to take online classes with us, either one-on-one or targeted training, and they don't have internet or a computer, they can contact us and we will do our best to help them so they can participate.

Who is eligible?

We serve adult learners, who are Ontario residents and whose skill levels are assessed at intake as being less than the end of Level 3 of the Ontario Adult Literacy Curriculum Framework (Only the Training & Learning Centre, RCDSB Continuing Education and Algonquin College ABE can assess the learner and determine eligibility).

Our learners range in age from 19 to 65 years old. Our average age is 45. On an exception basis, we may serve adults between 16 to 18 who demonstrate the maturity to benefit from adult education. If possible, returning to the regular school system should be the priority for these learners.

Our learners should be proficient enough in speaking and listening to benefit fully from instruction.

How long can a learner attend class?

We offer continuous intake which means a learner can start their learning with us at any time of the year. How long it takes for a learner to complete their learning depends on their learning style, learning level and how much time they can invest in their learning.

A learner may be in our program for a few months or may require a year or more of upgrading to achieve success in their goal path. No two learners are alike.

Who are our learners?

Our learners include those who are

- working towards their grade 12 diploma and need support
- improving their employability skills
- building confidence in math, writing, grammar, spelling and computer skills

They might be

- unemployed or under-employed
- employed
- receiving OW or ODSP
- volunteers

They could have been

- out of school for many years
- have less than grade 8
- have less than grade 12
- have a diploma
- have some college

Their goal can be to

- upgrade their skills find a job, to keep the job they have or to get a promotion
- prepare to get their grade 12 diploma
- brush up on their skills because they have been out of school for a long time
- prepare to go to college
- prepare for an apprenticeship
- become a more active member of the community
- become more independent

Where and when are the classes?

Eganville
240-B Bridge Street
Monday to Friday
8:30am to 4:00pm



Barry's Bay
Monday & Wednesday
8:30am to 4:00pm
Friday 8:30am to 12pm

All of our classes are FREE and we can pay for travel costs for learners with low income.