

# REEP – English Classes for Adults



## English and Workplace Computer Skills

### *Microsoft Office Specialist Certification Preparation*

This is a beginner computer skills and workforce preparation course for English language learners. Instruction combines English for the workplace and training in Microsoft Word. Students prepare for the Microsoft Office Specialist Certification exam.

**For high intermediate and advanced English levels.**

### Schedule

Monday to Thursday

6:45 to 9:00 p.m.

Cost: \$210\*

\*Different rates apply for students who do not live or work in Arlington. Non-Arlington rate: \$370.

A limited number of scholarships are available for Arlington residents. Scholarship applicants must test by February 26.

### How to Take a Class

1. Complete an Interest Form.
2. Take a placement test.
3. Register (pay) for your class.
4. Start learning!

### Get Started

[Click here to complete an Interest Form.](#)



Scan code with phone camera

[https://reep.apsva.us/take\\_a\\_class/](https://reep.apsva.us/take_a_class/)

REEP provides for the language and employment needs of adult English language learners in Arlington, Virginia.



### **REEP Main Office**

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