

**2015-2016 Tutor Training Workshops**  
**Portland Metro Area Volunteer Literacy Tutors**

<b>Training Date</b>	<b>Location</b>	<b>Registration Opens</b>
September 19 & 26, 2015	PCC Southeast Campus 2305 SE 82 <sup>nd</sup> Ave. Portland OR	August 19, 2015
November 7 & 14, 2015	PCC Sylvania Campus 12000 SW 49 <sup>th</sup> Ave. Portland OR	October 7, 2015
January 16 & 23, 2016	PCC Willow Creek Center 241 SW Edgeway Dr. Beaverton OR	December 16, 2015
February 27 & March 5, 2016	PCC Cascade Campus 705 N Killingsworth St. Portland OR	January 27, 2016
May 7 & 14, 2016	CCC Harmony Campus 7738 SE Harmony Rd. Milwaukie OR	April 7, 2016

**NOTE:** Locations may be subject to change. Registrants will be notified of room numbers before the workshops.

**Training Attendance Expectations**

If you register for training workshops, please be aware of these expectations:

- Registrants will attend both training days in the session.
- For absences or cancellations, registrants will notify us at least 48-hours prior to the training. In the event of an emergency, contact us as soon as possible.
  - *Before 5pm* on the Thursday before the training, email the Portland Literacy Council registrar: [peggy.portlandliteracy@gmail.com](mailto:peggy.portlandliteracy@gmail.com).
  - Any time on the Friday before the training, or before 9 am on the Saturday of the training, leave a voice mail at 971-722-3700. Messages will be retrieved by Saturday morning.
- Registrants who provide advance notice of their absence may attend the next scheduled training, if space is available. The registration fee, if paid, will carry over to the subsequent training. Registrants must register for the next session.
- Registrants who are absent from any training day without notifying us may attend another session/day, if space is available. There will be no payment carry-over. A new registration and payment are required.

**Questions?**

Contact Portland Literacy Council: [info@portlandliteracy.org](mailto:info@portlandliteracy.org)

*Thanks for your time and your interest in adult literacy!*  
 Portland Literacy Council