



REFERRAL PROCEDURES FOR INDIVIDUALS WANTING LITERACY ASSISTANCE

One in five adults in Hawaii has literacy problems. They are out there, and Hawaii Literacy could use your help in identifying them. Our Adult Literacy program teaches reading and writing to adults who are currently functioning below the equivalency of the fifth grade level. The students do not need to be native speakers, but should have at least basic fluency in English.

When referring adults to Hawaii Literacy for assistance, please be aware of the possibility that the individual may be embarrassed or ashamed by their lack of literacy skills. You may want to reassure the prospective learner that the tutoring is done in a confidential situation and on a one-to-one basis.

Please ask the individual to call Hawaii Literacy for him/herself at 537-6706 and ask for Heidi or Laura in order to obtain assistance. This helps us know that the prospective student is ready to put forth the effort to learn. We will make an appointment with the adult learner to determine what his/her skills are at this point and to ascertain what he/she wants to work on with a tutor. We will also discuss what the learner can expect from the tutoring.

After our meeting with the prospective student, we will match him/her with a trained volunteer tutor. The tutor will contact the student and make arrangements to meet. We suggest that they meet in a neutral, public place, such as a library, park, community center, church, or other location outside of the home. We recommend that they meet twice a week for one to one-and-a-half hours each time. The final arrangements as to place and time of meeting, however, are completely up to the two individuals.

If you have any questions or would like more information about Hawaii Literacy feel free to call us at 537-6706 or e-mail – heidi.byrne@hawaiiliteracy.org or laura.zysman@hawaiiliteracy.org

Hawaii Literacy
200 N. Vineyard Blvd., #320
Honolulu, HI 96817
Phone: 537-6706
Fax: 537-3072
www.hawaiiliteracy.org