



Career & Community Studies Program

The College of New Jersey

Meet the Faculty & Staff

Tabitha Dell'Angelo, Ph.D.	Dean, School of Education
Jerry G. Petroff, Ph.D.	CCS, Faculty Director
Amy K. Schuler, MAT	CCS, Director
Bryana DeMonte, MAT	CCS, Academic Coordinator
Colleen Tedesco, M.Ed	CCS, Life Design & Transition Coordinator
Victoria Swift-Grapstul, Ed.D.	CCS, Student Life Coordinator
Randy Schmidt, MFA	CCS, Student Support Specialist
Olivia Sullivan, MAT	CCS, Program Support Coordinator



CCS @ TCNJ is a four year college-based certificate program for young adults with intellectual disability ages 18-25. This program is designed to prepare students for adult life through academic rigor, career discovery/readiness and peer socialization as part of a diverse community of learners

Academics

Courses include but are not limited to:

Health and Wellness, Finance, Psychology, History, Technology, Education, and Sociology

Career Readiness

The program offers practicums/internships in Retail, Office, Health, Hospitality, Educational, Dining, Support, Facilities, and Administrative Services

Student Life

The program offers the opportunity to be a part of the community by residing with peers and a student life mentor in a TCNJ owned/operated homes

Program Attributes

- Cohort model
- Full time, 4 Year, Inclusive, Residential Program
- 10-12 four year students admitted yearly
- Matriculated, non-degree bearing status
- Mentor support: Academics, Career Readiness, Student Life
- Students receive a TCNJ Certificate and Transcript
- Students can be aligned with a school district or graduated
- Students are part of the fiber of the campus: Academics and Student/Campus Life

Additional Opportunities:

- Fifth Year Independent Study
- Articulation/Turning Point Program @ Bergen Community College
- Summer Learning Program

Criteria for Admission

- Students have a documented intellectual disability
- Students must be 18-25 years old at the time of acceptance
- Students demonstrate:
 - Basic literacy skills in reading, writing and math
 - Behavior that aligns with the TCNJ Student Conduct/Title IX policies
 - Basic independent living skills
 - Physical stamina to navigate the campus independently
 - Interest in career readiness/field based experiences
 - Motivation to become a college student and a willingness participate both academically and socially

Foundation of the CCS Program Peer Mentoring



Mentors are traditionally admitted TCNJ students from all different disciplines



Mentors provide support for our students in academics, vocational and student/campus life



Mentors establish meaningful relationships with CCS students



Mentoring for CCS is a mutually beneficial experience – **MORE THAN MENTORS**



Student Centric

Student Based Communication

- Promote self advocacy and empowerment for our students
- Important issues that may arise should be addressed to your student and/or the CCS Staff
- Staff will communicate with mentors directly, keeping in mind their full academic schedules

Student Based Development

- Healthy Relationship Seminars
- Sexuality Seminars
- Group Counseling
- Conflict Resolution Seminars



Student Communication

- Appropriate nature of communication
- Mode of communication
- Frequency of communication
- Time of day of communication
- Response wait time

**Center for Integrated Wellness
Weekly Seminar**

Mentors

Professors

Classmates

Managers

Staff

TCNJ Student Affairs

Mission: In line with the missions of the College and Division of Student Affairs, The Office of Student Conduct & Off Campus Services strives to uphold the standards created by the College community. Providing an educational conduct process as well as promoting good relations with the greater Ewing community.



CCS Students are...

Expected to abide by TCNJ policies/protocols.

These policies will need to be reviewed by students/families and returned as noted

For more information about these policies please visit:

Sexual Harassment, Misconduct, & Discrimination Policy – <https://policies.tcnj.edu/?p=456>

Student Conduct Code – <https://policies.tcnj.edu/?p=870>

In compliance with Title IX, The College of New Jersey does not discriminate on the basis of sex in its education programs or activities, including in admission and employment. For questions or concerns regarding Title IX, you may [contact the Title IX Coordinator](#) directly or the U.S. Department of Education, Office for Civil Rights.

<https://titleix.tcnj.edu/about-us/title-ix-staff-contact/>



Insight into... The FYS Experience

SAMPLE Fall CCS First Year Student Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday
9:00 - 9:30	CCS 020-FY Academic Support Seminar 9:00-9:30	CCS 020-FY Academic Support Seminar 9:00-9:30	CCS 020-FY Academic Support Seminar 9:00-9:30	CCS 020-FY Academic Support Seminar 9:00-10:00	CCS 020-FY Academic Support Seminar 9:00-10:00
9:30 - 10:00	Study Elective 9:30-11:00	FYS 164-18: Global Perspectives & Trends 9:30-12:20			
10:00 - 10:30					
10:30 - 11:00					
11:00 - 11:30	CCS 4 Computer Literacy 11:00-12:30			CCS 4 Computer Literacy 11:00-12:30	Acclimating to College 11:00-12:00
11:30 - 12:00			First Year- Fitness Focus 11:30-12:30 TCNJ Fitness Center		
12:00 - 12:30					
12:30 - 1:00					
1:00 - 1:30					
1:30 - 2:00					
2:00 - 2:30		Campus Assessment 2:00-3:00 EDUC 309	CCS 006-01 Personal Exploration 2:00- 3:20	Academic Coaching 2:00-4:00 EDUC 309	CCS 006-01 Personal Exploration 2:00- 3:20
2:30 - 3:00	Collaborative Community Living 2:30-3:30				
3:00-3:30					
3:30 - 4:00					
4:00 - 5:00					
5:00 - 6:00					
6:00 - 6:30	Living Practices 6:00-7:00 TCNJ Residence			Social/Culinary Programming 6:00-8:00 TCNJ Residence	
6:30 - 7:00					
7:00 - 7:30					
7:30 - 8:00					

CCS CORE **Curriculum** **Studies**

Provides foundational support and connects students learning to TCNJ Electives, On and Off Campus Field Placements and Student/Campus Life Independent living pursuits.

CCS CROSS **Curricular** **Studies**

Provides opportunity for students to learn from instructors who are experts in a variety of disciplines as well as meet and interact with peers in different departments across campus.

- Academic Support Seminar – CCS 020-FY
- Collaborative Community Living Seminar – CCS 100
- Personal Exploration – CCS-006
- Computer Literacy – CCS 004
- Summer Reading Program - SRP 099
- First Year Seminar – FYS-164 Disability and Social Justice: Rethinking Ability, Advocacy, and Inclusion
- CIW – Seminar Integrated Wellness
- CCS Orientation Seminar



Academics / Coursework

- ❑ Students attend both CCS core curriculum courses and Cross Curricular courses each semester
- ❑ Students partake in advising each semester to guide through the course selection process
 - Advocating for Academic success
 - Modifications/Accommodations At-A-Glance
 - Self-Advocacy
- ❑ Students receive mentor support throughout the week on required assignments
 - Academic Coaches
 - Group Study Elective Lab



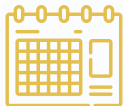
Role of an Academic Coach

- ❑ Provide support in understanding expectations of a college student
- ❑ Provide support in navigating group projects
- ❑ Provide support in preparing for class discussions (small & large)
- ❑ Encourage self-advocacy skills in discussions with instructors
- ❑ Maintain communication regarding assignment completion and expectations
- ❑ Provide support with executive functioning skills
- ❑ Provide support on course assignments/exam preparation
- ❑ Provide support in group study labs



Course Grades / Evaluations

- ❑ All assignment grades are posted on Canvas
- ❑ Final grade posted on Canvas
- ❑ FYS receive mid term evaluation for all classes
- ❑ FYS receive end of term evaluation for all classes
- ❑ Evaluations sent to student only (expectation to share with parents/guardians and DDD/District case managers as needed)



Academic Expectations



Progress Policy

Students enrolled in the Career and Community Studies Program are expected to complete their CCS certificate requirements and register for CCS and TCNJ graduation, following the four-year fall and spring semester, cohort model.

Transfer Credits

CCS does not accept transfer credits toward the completion of the CCS/TCNJ certificate. The only exception being, students who are accepted under the TCNJ/CCS and Bergen Community College/Turning Point Program (2x2) articulation agreement. Students accepted under this status receive credit completion associated with year one and two of the CCS Program.

Grade Point Average Minimum

Students must earn a minimum 2.0 GPA per semester to meet the requirements for continuing enrollment and graduation as defined by the CCS Program.

Dean's List/Honor Cords

Each semester, students are eligible to be included in the School of Education Academic Achievement List, if they meet all of the following criteria:

- Completed all required and elective courses
- Completed all vocational experiences
- Have been an active member in at least one TCNJ sanctioned club/service organization on campus (as reported by club E-Board or Administration) and have earned a minimum GPA of 3.8 (not including pass/fail courses)

Students who satisfactorily complete a CCS Summer Honors program (optional) will receive an honors cord for graduation. Students may earn multiple cords throughout the four-year program sequence.

Academic Probation

Students who do not maintain the minimum grade point average (2.0) each semester, will enter into a probationary and/or dismissal process as noted below:

- Students who have less than a minimum grade point average of 2.0 each semester, will be placed on academic probation starting the following semester.
- Students who do not reach the minimum grade point average at the end of the academic probation period may be entered into a formal academic dismissal process.

TCNJ/CCS support CCS students academic progress through academic support courses, academic coaching, study elective and other methods/tools of support surrounding modification of materials and in line with reasonable college based accommodations through welcome week seminars, CCS academic support course, TCNJ First Year Writing Course Seminars, Library Tour and Academic coaching

To view the detailed policy visit:

<https://ccs.tcnj.edu/progress-policy/>

Academic Integrity

Academic Integrity

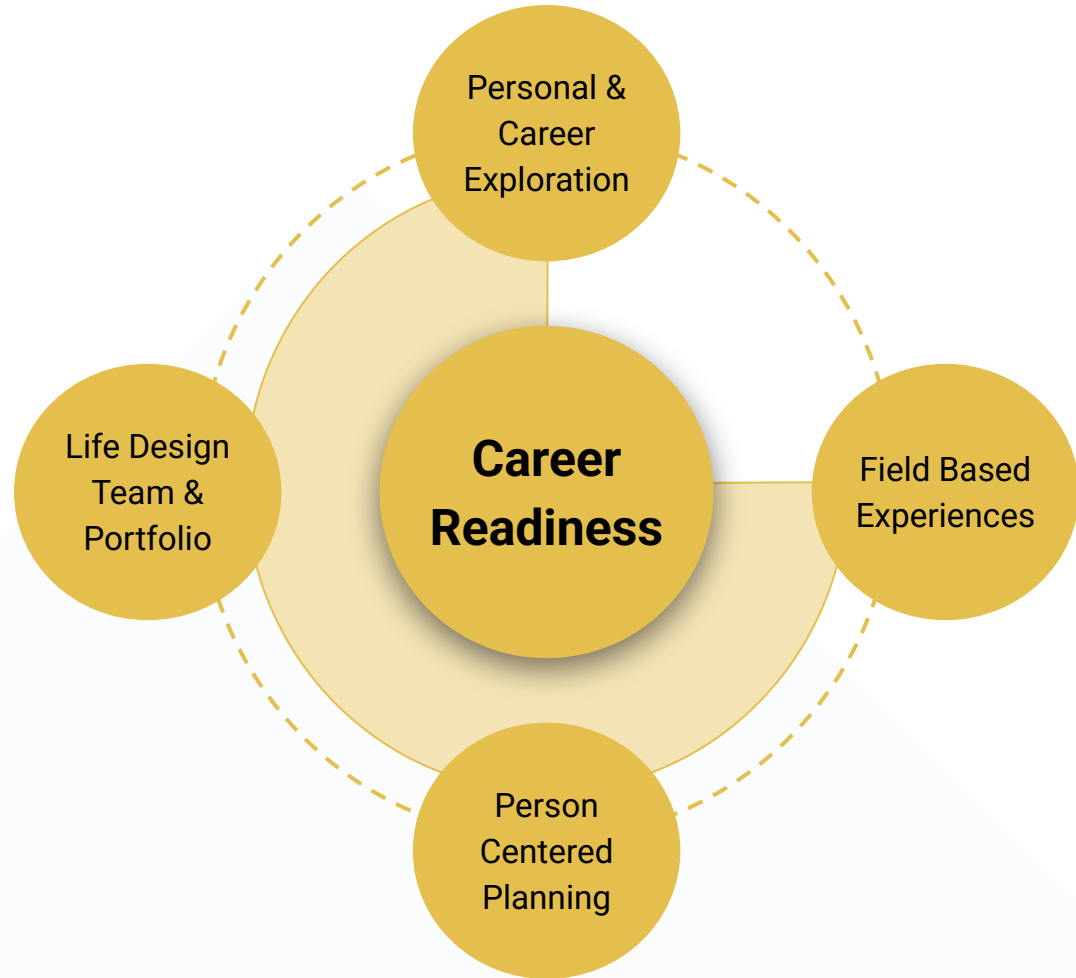
The College of New Jersey is, above all, a community of scholars. It is a community where students and teachers come together to acquire, advance, and share knowledge. The resources of our campus, from libraries and laboratories to dining halls and playing fields, exist to support and facilitate learning. As a community, we depend on trust in each other's integrity. Students must be able to trust that their ideas, data, and submitted work will be taken seriously and fairly evaluated by teachers who care about academic integrity.

TCNJ/CCS support CCS students understanding of academic integrity through welcome week seminars, CCS academic support course, TCNJ First Year Writing Course Seminars, Library Tour and Academic coaching

For more information, please visit <https://ccs.tcnj.edu/progress/>

CCS Career Readiness

CCS provides in class experiences, on and off campus field based work experience. Students are engaged in a course of Personal/Career Exploration and Person Centered Planning, which is coordinated throughout the four years culminating in a Life Design Team and Transition Portfolio.



First Year Career Readiness Experience

Approached during the first year in the program through coursework: **Personal Exploration/Career Exploration.**

➤ Personal Exploration

- Person Centered Thinking
- Growth Mindset vs. Fixed Mindset
- MAPS/PATH
- Life Design Thinking/Teams/Portfolio

➤ Career Exploration

- Overview of Careers – Why do people work?
- Assessments – Explore career clusters aligned with interests & skills
 - CliftonStrengths
 - DiSC
 - MBTI Personality Traits
 - Learning Styles
- Goal Development – Define realistic career goals
- Career Research – Build an action plan
- Education & Training, Required Skills, Self-Assessment



Sophomore Year - Career Readiness/Practicum

FALL SEMESTER

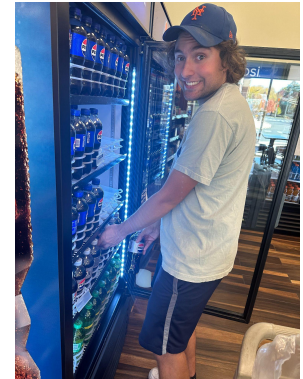
- Coursework: **Life Design Seminar II and Lab**

Participate in a practicum during the spring semester only to gain hands-on experience and prepare for future work

- Mid-semester, select and secure preferences for **on-campus practicum locations** for the spring semester
- Enhance life design portfolios with updated experiences, reflections, and goals
- Focus on future work preparation
 - Goal setting
 - Career planning
 - Future Ideas of living, housing, work, relationships and social networking

SPRING SEMESTER

- Practicum: **On-campus field experiences**
 - Sophomore year requirement: 4+ hours per week
- Explore multiple work sectors:
 - Food Service
 - Retail
 - Office
 - Agriculture/Horticulture
 - Social Services
- Rotate through different jobs each semester
- Supported by trained vocational mentors
- Weekly **In Class Seminar**



Junior Year - Practicum

- Practicum: On-campus field experiences
 - Junior year requirement: 6+ hours per week
- Explore multiple work sectors:
 - Food Service
 - Retail
 - Office
 - Agriculture/Horticulture
 - Social Services
- Rotate through different jobs each semester
- Supported by trained vocational mentors
- Weekly In Class Field Placement Seminar

Increased..

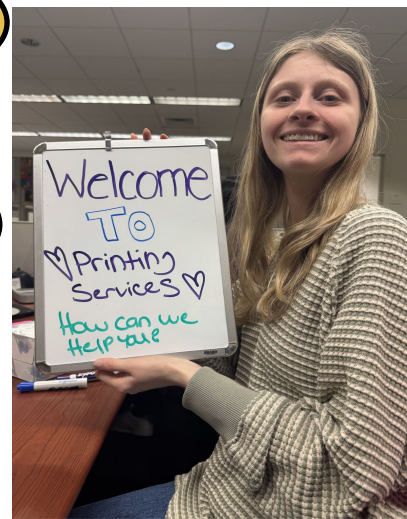
Hours

Autonomy

Responsibilities

Seminar
Deliverables

Connection to
Internship



Senior Year: Career Readiness Experience

Internships occur during Senior Year

- Traditionally year long, off-campus internship
- Occur 3 days per week, about 5 hours each day
- Self-selected work sector based on individual Life Design Plan
 - and specific graduation goals
- Can be paid or unpaid - earn CCS Credit regardless
- Supported by trained vocational mentors
- Includes experience and training in:
 - Public transportation: private (Uber/Lyft) or paratransit (AccessLink)
 - Onboarding
 - Social Skills

Internships are aligned with a weekly in class seminar to review field experience.



Vocational Experiences - Senior Year Off-Campus Internships

- Hopewell Valley YMCA, Toll Gate, Pennington
- New Jersey Superior Court Clerk's Office, Trenton
- Notre Dame High School, Flik Dining Services, Lawrenceville
- Penn Medicine Princeton Health, Plainsboro
- Princeton Playspace, Princeton
- Stepping Stones Learning Institute, Trenton
- The College of New Jersey Athletic Director's Office & Department



Career Readiness Expectations

Expectations:

- Maintain 95% attendance record and be punctual for work shifts.
- Maintain a respectful, professional, and positive attitude at work towards your mentor(s), coworker(s), supervisor(s), and any customers (if applicable).
- Dress appropriately.
- Be respectful and responsible of all work related materials.
- Take initiative.
- Maintain quality of work and productivity.
- Apply critical thinking and problem solving abilities to tasks.
- Demonstrate growth in communication skills.
- Develop an understanding of tasks and the job sector.
- Advocate for your own needs and ask for support appropriately, when needed.

Role of a Vocational Mentor

Liaison between Supervisor and Professor Tedesco

- Create supports in order to further develop skills in the workplace
- Model work appropriate behavior and social skill
- Facilitate and encourage independence in completion of tasks
- Encourage and guide students in self-reflection and evaluation in order to continue growth



CCS

STUDENT LIFE

Provides a supportive foundation to experience the collegiate experience in a safe, inclusive and instructive fashion.

Connection to Curriculum

- Life Skills Instruction
- Community Based Experiences

Commitment to College Codes

- Student Code of Conduct, Title IX, Res Ed & Housing
- On-going Information Sessions, Reminders & Review

Campus Involvement

- Clubs, Intramural Sports, Greek Life
- Big/Little Pairings
- Personal Wellness



FYS Residential Student Life

- Houses Contiguous to Campus
- Basic Dorm Finishing
- Cable & Internet Access (WiFi & Ethernet)
- Full Kitchen
- 2 Bathrooms
- Laundry Unit
- Air Conditioner in Common Area



FYS Residences

Owned & Operated by the TCNJ/ Trenton State Corporation



TCNJ THE COLLEGE OF
NEW JERSEY



FYS Residential Student Life

Room Details:

- XL Twin Bed
- Desk
- Side Table
- Closet/Wardrobe
- Ethernet ports



On- vs. Off-Duty Weekends

On-Duty Weekends: Residential Community Mentors will be on-duty 2 weekends a month. During an on-duty weekend, they will provide overnight support Friday and Saturday. They will also collaborate with housemates to organize a weekend social activity-- similar to those enjoyed for social programming. Students are encouraged to stay for on-duty weekends, and to participate in the weekend activity; however, staying and participating are both optional.

Off-Duty Weekends: Residential Community Mentors will be off-duty 2-3 weekends a month. They may or may not choose to stay in their TCNJ residence while off-duty. Students are welcome to stay during off-duty weekend. Although there is no overnight support provided, CMAs complete "roves" where they check-in with students via text and drop by the residence to ensure students are doing well. Students who plan to stay during a weekend when their HM is off-duty, are required to fill out the required **"Staying on Off-Duty Weekend" Google Form**, so proper rover support can be arranged.

The Student Life Coordinator is on-call throughout the weekends for all emergency situations.

On-duty weekend activities will be coordinated and arranged with housing coordinator, mentors and students. *Community Mentors will inform housemates of on-duty weekend by the 15th of the month prior.*

Student Life Expectations

Student Guidelines

- Respect TCNJ Student Conduct, Title IX, and residential policies.
- Communicate regularly, and respectfully with House Mentor and housemates.
- No possession or consumption of alcohol, marijuana or other illegal substances in college residence.
- Respect house established community norms.
- Follow overnight guest sign in/out procedures.
- Maintain expectations of the Student Life curriculum.



Parent/Family Guidelines

- Parent/family visitation, outside of pick-up/drop-off should be limited and during considerate hours in respect of all residential students.
- If parents wish to discuss their student's support needs and/or progress they are expected to communicate directly with their student and/or the CCS professional staff. Parent-mentor communication is prohibited.

The Role of a Mentor- FYS Residential

- ❑ Traditionally admitted TCNJ students (not professionals) recruited & employed to live with our students by CCS
- ❑ Student Life Mentors receive extensive and on-going TCNJ Res Ed and CCS training
- ❑ Each house has one designated Student Life Community Mentor & various CMA's
- ❑ The CCS Student Life Coordinator is your point of contact for all questions/concerns. Parent-mentor communication is prohibited.
- ❑ Mentors assist and support our students with numerous things at the house to work towards independent living:
 - Safety
 - Activities of Daily Living
 - Social
 - Fitness
 - Self-Advocacy



Sophomore-Junior Residences

TCNJ Residential Hall

- Supported by Community Advisor and CCS Residential Mentor
- TCNJ lottery housing - Decker Hall (subject to change)
- Reserved rooms for CCS Sophomores
- Doubles (CCS classmate)
- In-room full bathroom
- Access to laundry facility on floor
- Access to full kitchen in community lounge
- In close proximity to main campus dining hall, student health services, academic buildings



FALL 2026



Senior Residences

TCNJ Residential Hall

- Supported by Community Advisor and CCS Residence Mentor
- TCNJ lottery housing - Townhouses (subject to change)
- TCNJ students from multiple majors
- CCS mixed cohort housing (juniors/seniors)
- Single bedrooms within a shared apartment (CCS classmates)
- Shared bathroom (shower and toilet/sink in separate rooms)
- Full kitchen in apartment
- Access to laundry facility on floor
- In close proximity to Campus Town, sporting facilities, and STUD



FALL 2026



Campus Life and Involvement

- Campus wide activities and social engagement opportunities will be supported in Collaborative Community Living (CCL) Seminar
- Each semester students will attend a “Campus Activities Fair” to review what clubs they would like to join.
 - Best Buddies
 - Unified
 - Bowling
 - TCNJ Musical Theater (TMT)
 - Intramural Sports
 - 200+ others
- Evening/Afternoon Events
 - Sporting events
 - Movies
 - Concerts
 - The Loop Bus



@tcnjccs



CCS at TCNJ

Safety Protocols

- Monthly Safety Meetings
- Monthly Evacuation Drills
- Sign Out Board
- House Group Chat
- Campus Police Partnership
- Campus Blue Light System



Medical Health Services at TCNJ

- CCS students may make an appointment at Student Health Services by calling the office at **609-771-2889**.
- Students should have health insurance and prescription card with them at school. This card is essential to accessing medical services on and off-campus.
- Students must bring a form of payment with them to Student Health Services (Cash, TCNJ GetIt Points, and Visa, MasterCard or Discover). Visits are typically \$10. Third-party insurance is not accepted. Cost can be found at <https://health.tcnj.edu/cost/>
- It is important that students bring self-care items with them to college to use for minor illnesses, conditions and injuries, including a thermometer and at-home covid test kits.
- Student Health Services is not an emergency room. When medical care is needed immediately, call 9-1-1 or Campus Police at **609-771-2345** to summon emergency medical assistance.
- Students are encouraged to remain up-to-date with vaccinations, including COVID-19 boosters and annual flu vaccination. Flu vaccination clinics are held on campus each fall.

InFocus Urgent Care Campus Town

- ❑ Some students utilize the services of InFocus Urgent Care about care (if/when needed). This facility is NOT associated with TCNJ and there will be a fee for service.



100 Campus Town Circle
Suite 100
Ewing Township, NJ 08628
(609) 799-7009

Counseling Services

- ❑ CCS students will have the opportunity to engage in short-term free- counseling and preventive services offered on campus (CAPS)
- ❑ After several meetings, students will be offered support in locating a long term provider (if/when) needed



Meal Plans / Get it Cards

Meal Plan: Resident Meal Plans

<https://tcnj.sodexomyway.com/my-meal-plan>

When reviewing and choosing the best option for your student, remember...

- All TCNJ houses have full kitchens
- Can alter a meal plan selection for Spring after assessing use
- Specific Dining Hall operations not yet released

Get it Card (TCNJ Debit Card)

Card Services. Your TCNJ ID card also functions as your Get-It Card, which **reduces the need to carry cash or credit cards for most purchases on campus**. To activate this debit based feature, simply add funds to your TCNJ ID card which will activate your Get-it account.

Purchases/Balances can be reviewed by parents

<https://cardservices.tcnj.edu/>

Campus Town

Campus Town Dollars



- Allows meal plan holders to purchase food from Campus Town establishments.
- Every meal plan includes \$100 in Campus Town Dollars
- Participating locations:
 - Frutta Bowl
 - Red Berry
 - Mexican Mariachi
 - Crepes & Churros
 - Mr. Wish
 - Barnes & Noble Cafe
 - Jersey Mike's
 - IndiGrill
 - Yummy Sushi



Application Process

CCS will be accepting applications for Fall 2027 starting on August 1, 2026

- Application process is fully online: <https://connect.tcnj.edu/apply/>
- Submit application with supporting documentation and application fee (*Documentation supporting intellectual disability must be submitted to determine eligibility*)
- Eligible students and guardians/parents will be scheduled for an interview
- Rolling admissions
- 10-12 students will receive a letter of acceptance
- Alternate student list will be generated

Application Process

CCS will be accepting applications for Fall 2027 starting on August 1, 2026

TCNJ THE COLLEGE OF
NEW JERSEY

Application Management

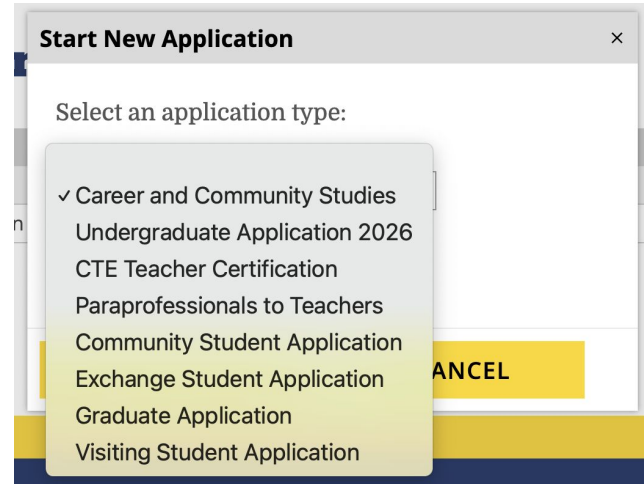
RETURNING USERS:

Log in to continue an application.

FIRST-TIME USERS:

Create an account to start a new application.

<https://connect.tcnj.edu/apply/>



<https://ccs.tcnj.edu/>

CCS First Time Application Process

Student Application – *online*

Official High School Transcript

Individualized Education Program (IEP)

Educational Evaluation

Psychological /Behavioral Evaluation

Contact Information for 2 Student Recommendations

Guardianship Information

Short Essay Response

Photograph of Applicant

DDD
DVRS
School District
Scholarship
Grants (FAFSA)



<https://ccs.tcnj.edu/information/funding/>

Third Party Pay

- ❑ Student Tuition/Fees announced in July (current \$12,064 per semester Fall/Spring)
- ❑ Student Residential cost will be announced in July (current \$5,800 per semester Fall/Spring)
- ❑ All costs are due in accordance with the TCNJ payment schedule
- ❑ Summer Honors Session (May-June) tuition/fees are \$6,032 (*optional, residential included*)

Outcomes

- CCS Certificate of Completion sanctioned by TCNJ
- TCNJ Transcript
- Transition Sessions
- Life Design Team and Portfolio
- Alumni Network/Activities
 - Homecoming, Alumni Weekend, Global Learning Journeys (Spain, Portugal)
- Increased...
 - Academic awareness and competencies
 - Pre-employment vocational skill development
 - Independent living experiences
 - Social engagement skills

Post Outcome Survey - 85% graduates competitive employment

Comments - Questions?



ccs@tcnj.edu



<https://ccs.tcnj.edu>



THE COLLEGE OF NEW JERSEY
CAREER & COMMUNITY STUDIES

**FOLLOW
US!**

@TCNJCCS