

Academic and Informative HANDBOOK

NDSU TRANSITION AND ACCESS PROGRAM



North Dakota State University

2023/2024

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NDSU TAP PROGRAM

INTRODUCTION

North Dakota State University is distinctive as a student-focused, land-grant, research university. NDSU is a top-ranked institution, providing affordable access to an excellent education that combines teaching and research in a rich learning environment. Students who participate in the Transition and Access Program (TAP) at NDSU will participate in all aspects of NDSU life. Students will participate in the 3-year transition and post-secondary higher education program which includes a person-centered custom pathway. A distinct component of the program is specialized foundational courses that TAP students will take, which have been developed specifically to help them gain the skills needed to participate in typical NDSU classes on campus. Students will take two or three campus courses each year with academic support. In addition, students will have the opportunity to participate in any campus club or organization that interests them, with support of peer mentors as needed. TAP students are encouraged to live on campus in the dorms with the support of peer partners who are also NDSU students. TAP students will engage in employment opportunities which are carefully designed to build on the skill and interest levels of each student. Our goal at

NDSU is to prepare individuals with intellectual disabilities for competitive, paid employment and independent living in an inclusive community setting.

ACADEMIC CALENDAR

Fall 2023

Aug	21	Mon	Classes begin at 4:00 p.m.
Aug	22	Tue	First full day of classes
Aug	28	Mon	Last day to be added to Campus Connection Wait Lists
Aug	30	Wed	Last day to Add classes via Campus Connection * Permit needed after this date.
Aug	30	Wed	Last day for no-record Drop of classes @ 100% refund*(full semester classes only)
Aug	30	Wed	Last day to Withdraw to Zero Credits @ 100% refund*(full semester classes only)
Aug	30	Wed	Attempted credits calculated for financial aid SAP (11:59 p.m.)
Aug	30	Wed	Eligible Pell/TEACH/ND Grants/Scholarships based on enrollment at 11:59 p.m.
Sep	4	Mon	HOLIDAY — Labor Day (no classes, offices closed)
Sep	5	Tue	Financial aid applied to NDSU account balances
Sep	6	Wed	Payments due for NDSU account balances
Sep	8	Fri	Last day to submit ND Resident Student Status Application for Fall 2023
Sep	11	Mon	Last day to submit requests to Audit, Pass/Fail
Sep	18	Mon	Enrollment Census
Sep	29	Fri	Last day to Withdraw to Zero Credits @ 75% refund*(full semester classes only).
Oct	First Week		Spring/Summer registration schedule available
Oct	Second Week		Spring/Summer registration appointment times available
Oct	13	Fri	Grades of 'Incomplete' convert to 'F'
Oct	15	Sun	Late fees applied to unpaid account balances (11:59 p.m.)
Oct	16	Mon	Undergraduate/Professional Fall Graduation Applications due
Oct	16	Mon	Graduate student Intent to Graduate survey
Oct	16	Mon	2nd half (8-week session) of Fall semester begins
Oct	26	Thu	Spring/Summer registration begins online based on total credits completed
Oct	29	Sun	Last day to Withdraw to Zero Credits @ 50% refund*(full semester classes only). No refunds issued for withdraw to zero credits after this date.
Nov	9	Thur	Last day to Drop classes with 'W' record
Nov	9	Thur	Last day to Withdraw to Zero Credits for Fall
Nov	10	Fri	HOLIDAY — Veterans Day Observed (no classes, offices closed)
Nov	15	Wed	Late fees applied to unpaid account balances (11:59 p.m.)
Nov	15	Wed	Graduate student Oral Defense Deadline
Nov	17	Wed	Fall Commencement Participation deadline
Nov	17	Wed	Graduate student Post-Defense Submission for Format Review
Nov	20	Wed	Registration Appointment times no longer needed for spring

Nov	22-24	Wed-Fri	HOLIDAY — Thanksgiving (<i>no classes; offices closed Thursday, offices open Wednesday & Friday</i>)
Dec	4-8	Mon-Fri	<u>Dead Week</u>
Dec	5	Tue	Grade entry begins
Dec	8	Fri	Last day of Fall classes
Dec	11-15	Mon-Fri	<u>Final Examinations</u>
Dec	15	Fri	Late fees applied to unpaid account balances (11:59 p.m.)
Dec	15	Fri	Graduate student <u>Final Degree Clearance Deadline</u>
Dec	15	Fri	<u>Graduation Application</u> and <u>fee</u> (Certificate and Plan C Students).
Dec	15	Fri	<u>Commencement</u> ceremony (2:00 p.m. and 5:00 p.m. in Sanford Health Athletic Complex)
Dec	19	Tue	Grades due (12:00 p.m.)
Dec	19	Tue	Fall grade access begins online (late evening)
Dec	25	Mon	HOLIDAY — Christmas Day (<i>offices closed</i>)

SPRING 2024

Jan	1	Mon	HOLIDAY — New Year's Day (offices closed)
Jan	8	Mon	Classes begin at 4:00 p.m.
Jan	9	Tue	First full day of classes
Jan	15	Mon	HOLIDAY — Martin Luther King, Jr. Day (<i>no classes, offices closed</i>)
Jan	16	Tue	Last day to be added to Campus Connection <u>Wait Lists</u>
Jan	18	Thu	Last day to <u>Add</u> classes via Campus Connection* Permit needed after this date.
Jan	18	Thu	Last day for no-record <u>Drop</u> of classes @ 100% refund*(<i>full semester classes only</i>)
Jan	18	Thu	Last day to <u>Withdraw to Zero Credits</u> @ 100% refund*(<i>full semester classes only</i>)
Jan	18	Thu	Attempted credits calculated for financial aid <u>SAP</u> (11:59 p.m.)**
Jan	18	Thu	Eligible Pell/TEACH/ND Grants/Scholarships based on enrollment at 11:59 p.m.
Jan	23	Tue	Financial aid applied to NDSU account balances
Jan	24	Wed	Payments due for NDSU account balances
Jan	26	Fri	Last day to submit ND Resident Student Status Application for Spring 2024
Jan	29	Mon	Last day to submit requests to Audit, <u>Pass/Fail</u>
Feb	5	Mon	Enrollment Census
Feb	19	Mon	HOLIDAY — Presidents' Day (<i>no classes, offices closed</i>)
Feb	19	Mon	Last day to <u>Withdraw to Zero Credits</u> @ 75% refund* <i>full semester classes only</i>)
Mar	First Week		Fall schedule available
Mar	Second Week		Fall <u>registration appointment times</u> available
Mar	1	Fri	Grades of 'Incomplete' convert to 'F'
Mar	4-8	Mon-Fri	Spring Break Week (<i>no classes, offices open</i>)
Mar	11	Mon	2nd half (8-week session) of Spring semester begins

Mar	15	Fri	Undergraduate/Professional Spring and Summer Graduation Applications due
Mar	15	Fri	Graduate student Intent to Graduate survey for spring and summer semester
Mar	15	Fri	Late fee applied to unpaid account balances (11:59 p.m.)
Mar	21	Thu	Last day to Withdraw to Zero Credits @ 50% refund*(full semester classes only) No refunds issued for withdraw to zero credits after this date.
Mar	21	Thu	Fall registration begins online based on total credits completed
Mar	29- Apr 1	Fri- Mon	HOLIDAY -- Spring Recess (no classes, offices closed Friday, offices open Monday)
Apr	5	Fri	Last day to Drop classes with 'W' record*
Apr	5	Fri	Last day to Withdraw to Zero Credits for Spring
Apr	10	Wed	Graduate student Oral Defense Deadline
Apr	12	Fri	Spring Commencement Participation deadline
Apr	12	Fri	Graduate student Post-Defense Submission for Format Review
Apr	15	Mon	Late fees applied to unpaid account balances (11:59 p.m.)
Apr	15	Mon	Registration appointment times no longer needed for Fall
Apr	29- May 3	Mon- Fri	Dead Week
Apr	30	Tue	Grade entry begins
May	3	Fri	Last day of Spring classes
May	6-10	Mon- Fri	Final Examinations
May	10	Fri	Graduate student Final Degree Clearance Deadline
May	10	Fri	Graduation Application and fee (Certificate and Plan C Students)
May	11	Sat	Commencement ceremonies (10:00 a.m. & 2:00 p.m. in Fargodome)
May	14	Tue	Grades due (12:00 p.m.)
May	15	Wed	Late fees applied to unpaid account balances (11:59 p.m.)

GENERAL INFORMATION

TAP Contact

Mark Coppin, Director

mark.coppin@ndsu.edu

Molly McKinnon, Program Coordinator

molly.mckinnon@ndsu.edu

Jordan Bentz, Mentor Coordinator

Jordan.bentz@ndsu.edu

Inquiries

TAP staff respond during regular academic office hours M-F from 8:00am-5:00pm. During summer break and holiday breaks, office hours fall between 7:30am-4:00pm M-F.

Phone: 701.231.1805

Fax: 701.231.8520

Email: ndsu.tap@ndsu.edu

Mail Address: NDSU Center for Accessibility and Disability Resources

16E Main Library

NDSU Dept 286

Fargo, ND 58108-6050

Emergency Contact and Protocol

Campus Safety and Security:

701.231.8998

TAP Emergency Procedure

- 1) If a non 911 emergency occurs and immediate assistance is required, please contact Campus Safety and Security at 701.231.8998.
- 2) TAP on-call staff can be reached at 701.367.8466 and should be contacted if campus security is called.
- 3) Students have family emergency contacts in their phone listed as ICE (in case of emergency).
- 4) Security and Residence life have a student profile sheet with emergency contacts.
- 5) Students will be educated on campus security supports including but not limited to the campus security app downloaded on student phones and blue security box located throughout the campus.

Mission

NDSU Transition and Access Program (TAP) creates opportunities for students to achieve life and career success through the development of educational, personal and vocational skills, while fostering personal growth and social engagement within the NDSU campus community.

Vision

NDSU Transition and Access Program (TAP) gives students with intellectual disabilities the opportunity to set and work toward their personal post-secondary goals as a foundation for active, lifelong career and community participation.

Goal

Our goal is to prepare individuals with intellectual disabilities for competitive, paid employment, and independent living in an inclusive community setting.

Values

As a Land Grant Institution, NDSU is mandated to educate the people of our state. The NDSU Transition and Access Program (TAP) recognizes that providing high quality, inclusive and comprehensive transition and postsecondary program for students with intellectual disabilities is an integral part of that charge. NDSU also values the rich diversity of our campus community and that disability is a natural part of diversity. We also believe that all people deserve respect, dignity, and self-determination. By providing students with intellectual disabilities the opportunity to become an integral part of the NDSU community, we provide them the tools and skills to prepare them for postgraduate careers and independent living. The NDSU TAP program will also positively impact our campus community by providing opportunities for everyone to recognize that we all have something to contribute to society and we can all learn from one another.

EXPECTATION

Methods of Communication

- Parents, families, and interested community members can access the TAP website [here](#) to access to current program specific information.
- Students and families will receive monthly newsletters via email highlighting student accomplishments, social activities on campus, strategies for increasing independence, and community events. Please ensure a current email address is on file for each student/guardian.
- TAP family meetings are held two times a year to celebrate achievements, connect and build relationships, and update student's Person-Centered Plan (PCP).
- We encourage students to read emails from the NDSU campus to stay well informed. We encourage families to participate in the NDSU campus emails but hope as a family unit you will also encourage students to initiate and take the lead on emails addressed to them.
- Each student has an academic advisor. The academic advisor will support the student and family in academics, social, and home living activities. The academic advisor is the primary contact and can support each student and their family with NDSU needs.

Housing

- Students are expected to follow the NDSU Code of Conduct. You can find the plan [here](#).

- Students living on campus will work with the Center for Accessibility and Disability Resources and Residence Life to find a suitable dorm room.
- Students will follow NDSU dorm policy living agreements. Agreements and regulations are distributed at orientation.
- Should intervention be needed specific to behavior and campus living, a meeting between family and TAP program coordinator will be initiated by the student and could also include the Dean of Students and Residence Life staff.
- Students will have access to NDSU Residential Assistant (RA) and will be encouraged to create connections for natural supports.
- Students living on campus are encouraged to make healthy decision for whole body wellness. Mentor support will be provided on campus. Family support in healthy decisions for students is extremely helpful to generalizing skills on and off campus.

Missing Student Policy

The Higher Education Opportunity Act of 2008 established guidelines for institutions for missing persons living on campus. For the purpose of this policy, a student may be considered to be a “missing student” if the person's absence is contrary to his/her usual pattern of behavior. Examples of circumstances where a report or suspicion that the person could be missing to NDSU security would include but is not limited to; a possible victim of foul play, a life-threatening situation, recent contact with a person who may endanger students' welfare, thoughts of suicidal thoughts, drugs and alcohol abuse. The following process will be used for students in the Transition and Access Program:

- 1) If a student misses a scheduled event, the peer mentor will contact the TAP coordinator and the following process will be followed:
 - a. A phone call or text will be initiated to the student
 - b. If no answer, a wellness check will be completed by the TAP coordinator or RA, if student lives on campus.
 - c. Is no answer, and a student lives off campus the student's family will be contacted by the TAP coordinator.
- 2) No later than 6 hours from the time that the student has missed a scheduled event the TAP coordinator will contact the student's believed to be missing parent(s)/guardian(s).
- 3) After 24 hours, the NDSU missing person policy will move into effect. The missing person policy can be found [here](#).

Student mentors

All students will have the option to have support provided by student mentors. Student mentors can function in four different area:

- Academic Mentors
- Social Mentors
- Employment Mentors
- Housing Mentors

The amount of student mentorship support is based on individual needs and assessed in each domain. The intent of student mentors is to be faded with the goal to create independence for students in all areas of campus living.

Health Services and Information

- Managing medication is the sole responsibility of the family and student. The students, TAP coordinator, NDSU nursing staff, and families can work together to find solutions, however NDSU staff and TAP staff cannot administer medication.
- If a student does not feel well, they need call the on-call TAP staff.
- If a student does not feel well enough to attend class, they need to call the on-call TAP staff. If a routine habit of missing class due to illness occurs a team meeting will be held to create an appropriate plan.
- The Student Health Hours of Operation are:
 - Student Health Service follows the NDSU campus hours and closures including 10 observed holiday closures.

ACADEMIC YEAR

Clinic: 8:00am - 5:00pm (Monday - Friday)

Pharmacy: 8:00am - 5:00pm (Monday - Friday)

RECOGNIZED BREAKS (Spring, Summer, and Winter)

Clinic: 7:30am - 4:00pm (Monday - Friday)

Pharmacy: 8:00am - 4:00pm (Monday - Friday)

- Physical Address:
 - NDSU Student Health Service
1707 Centennial Blvd.
Fargo, ND 58102

Technology

- Email
 - The student's NDSU email is the official communication for all information at NDSU.
 - The student's NDSU email will be their primary email contact and the email where skills are practiced by peer mentors and TAP staff.
 - Accessing email is imperative for students to be successful at NDSU. Students will work on email and other technology skills throughout TAP specific hours. Mentors will also provide time for students to check email and practice responding to increase independence.
 - Students will benefit from parents and guardians supporting and understanding these needs. It is encouraged that student's initiate email communication.
- Social Media:
 - It is at the digression of the family, student, and TAP staff as to whether or not friendships are accepted on social media sites. We encourage natural friendships between students and peer mentors. Social media education will be discussed during specific trainings for both students and mentors.

- TAP staff do not manage, monitor, or are not held responsible for students' social media accounts and content.

Transportation

- NDSU and the metro area provide public transportation free of charge for NDSU students. Information with routes and bus number can be found [here](#).
- Onsite after-hour MAT bus has contracted with NDSU and students are able to connect via an app, to request transportation between the hours of 6:45-10:30pm. To find out more information please visit the NDSU parking and MAT bus information [here](#).
- TAP staff do not provide or arrange for transportation to events or appointments that are not planned by NDSU.

Financial

- The Office of Financial Aid estimates that students should have \$2,820 (roughly \$85 per week) in spending money to be prepared and attend student activities.
- Students in TAP are encouraged to use their meal plan before purchasing other food for meals. Exceptions may be specific to an independent living class and activity.
- Students have access to the NDSU One Stop Shop to support all financial needs. An informative site specific to One Stop can be found [here](#).
- Students have the ability to add money into their NDSU identification card. The NDSU card center where money is deposited and managed can be found [here](#).
- NDSU tuition and billing can be found [here](#). Be advised, the first month of each semester students are able to charge other items from the bookstore to their tuition and billing account. Please monitor student accounts more closely the first month of each semester.
- TAP staff do not monitor student credit card or banking activity however will encourage healthy spending and practice budgeting skills.

ACADEMIC INFORMATION POLICY FOR TAP

Academic Honesty

Students who participate in TAP will follow the university academic honesty policy. The policy can be found [here](#).

Satisfactory Academic Progress (SAP)

NDSU TAP students may take classes for credit from the NDSU or Tri-College course catalogs. Whether students are taking NDSU or Tri-College classes for credit, they follow the NDSU policy because NDSU remains their home institution.

Measure of Academic Progress in C2C Coursework for Credit

For those NDSU TAP students who are taking their C2C coursework for credit, SAP will be determined by a satisfactory grade point average (GPA) of at least 2.0 (as required for all students). TAP students who are taking their classes for credit will be expected to meet the course objectives at the same level as their college peers and will be graded

on the same scale as their classmates. Based on ADA requirements, TAP students will be eligible for reasonable accommodations if they do not alter the course content or grading standards. In addition to satisfactory progress in academics, TAP students are also required to demonstrate satisfactory performance (with a rating of at least “expected progress” on their goals) in their work-based training, independent living, and social engagement (as described in subsequent sections).

Measure of Academic Progress in C2C Coursework for Audit

The minimum Grade Point Average (GPA) and rate of completion requirements will not apply to non-degree seeking TAP students who are auditing classes.

Instead, individualized academic goals for these students will be developed through TAP's collaborative PCP process with the student, faculty members, and academic coordinator. Academic goals will be recorded on a learning contract based on goals and expectations for the class. Progress is monitored using feedback rubrics that are completed by mentors following each academic shift and by faculty members at the middle and end of the semester. As another measure for monitoring performance, the TAP Coordinator will receive notices through an early alert system that NDSU faculty members use to communicate academic and attendance concerns.

In addition, a goal attainment scale (GAS) (Tennant, 2007) is used to monitor progress on each student's individualized goals. Through the GAS process, student progress on their goals is rated on a 1-5 Likert scale. For each of the students' individualized goals, there are measurable benchmarks that correspond to progress based on the following scale: (1) much less than expected progress; (2) less than expected progress; (3) expected progress; (4) greater than expected progress; and (5) much greater than expected progress. As an example, a student who is learning to participate in class discussions might receive a “1” if s/he did not attempt to participate at all during the semester, a “3” if s/he participated in class discussions with prompts from an academic mentor, and a “5” if the student independently participated in class discussions throughout the semester. To maintain SAP, TAP students must have an average rating of at least “expected progress” across all of their course goals.

Feedback on the academic progress rubrics will be reviewed weekly by the TAP Coordinator and used to make data-driven decisions about accommodations, supports, and adequate completion of core curriculum requirements. Using the feedback forms and rubrics referenced above to determine progress, the Academic Coordinator will generate a report at the end of each semester identifying students who are not meeting SAP. This report will be submitted to the NDSU Vice President for Academic Affairs and Office of Financial Aid.

Addressing Inadequate Progress

In addition to the Institute of Higher Education (IHE) procedures for addressing inadequate academic progress, TAP will also implement its own three-step process to provide remedial supports for students who are not making SAP. See chart below.

Remediation Steps for Inadequate SAP

Steps	Remediation Measures
First Meeting	<ul style="list-style-type: none"> • Meet with student, faculty member and academic coordinator. • Discuss strategies for improving academic performance. • Modify learning contract goals if necessary. • Identify additional accommodations through Disability Services. • Develop and implement formal plan for improvement with action steps, supports needed, individuals responsible, and timelines.
Second Meeting	<ul style="list-style-type: none"> • Meet with student, parents, academic coordinator, and TAP project director. • Review plan for improvement. • Modify plan based on team recommendations.
Third Meeting	<ul style="list-style-type: none"> • Meet with student, parents, academic coordinator, and TAP project director. • Determine if class needs to be dropped or retaken in another semester.

If a TAP student is enrolled in a combination of courses (some for credit and others for audit), the standard GPA method for determining satisfactory academic progress (minimum GPA of 2.0) will be used in classes taken for credit. For classes in which a student is auditing, the GAS rubric method will be used to monitor adequate progress on individualized goals.

Measure of Progress in Other Adult Life Domains

Like academics, TAP students must demonstrate satisfactory performance in the employment, independent living, and social domains for successful completion of the C2C.

Employment

TAP students are required to complete nine hours of work-based training each semester over the course of the three-year program. In each work-based training experience, students must demonstrate at least expected progress toward their employment goals as outlined in their individualized PCP. Progress will be measured by the TAP Coordinator using GAS ratings. Feedback from employers that is collected at the mid-point and end of the semester will also be used to assess progress. In addition, the feedback forms that are completed by the mentors who provide job coaching after each employment shift are also reviewed daily by the TAP Coordinator as part of the process for tracking progress and addressing concerns as they arise.

Independent Living

To meet the TAP requirements, students must complete a minimum of one hour of independent living training per week each semester during their three-year

program. Following each independent living training session, peer partners complete a feedback form that each students' TAP Coordinator reviews to monitor progress on independent living goals. Like employment, TAP students must demonstrate at least expected progress toward their independent living goals based on GAS ratings, completion of task analysis steps, and mentor feedback.

Social Engagement

TAP students engage in campus life events with other undergraduate students for at least one hour per week each semester during their three-year program. Campus engagement includes eating in the cafeteria, participating in recreation activities in the student center, completing fitness activities in the wellness center, and attending campus-wide events such as music/theater productions, athletic activities, movies, and organized games such as Bingo and Minute to Win It. While progress monitoring on social engagement is less structured than academics or employment, mentors still complete a feedback form each social shift that is reviewed by students' advisor.

Repeated Coursework

Any courses that a student repeats as part of the TAP core curriculum will be subject to NDSU policies for repeated coursework. These policies are shown the table below.

Institution	Policy
North Dakota State University More information can be found at: https://catalog.ndsu.edu/past-bulletin-archive/2019-20/academic-policies/grades/#repeatedcoursestext	<ul style="list-style-type: none"> • Regulations prevent the Financial Aid Office from paying for a course that has been repeated more than one time. • In order for a repeated course to be counted towards enrollment status for financial aid purposes, a previously passed course may only be repeated once (a total of two attempts). • If a student enrolls in a previously repeated and passed course for a third time, this course will not count towards enrollment for financial aid purposes.

Academic Appeals

Course Policies and Grades

TAP follows a traditional semester with 16 weeks of instructional time based upon the NDSU academic calendar. To meet the C2C requirements, students take classes for credit or audit and complete work-based training experiences. Combined, students complete at least six credit hours of inclusive academic coursework and work-based

training each semester which is considered half time enrollment. The College-to-Career Certificate (C2C) is the educational credential that NDSU will offer through its CTP. Based on individualized PCP, the TAP C2C Certificate is designed to provide an inclusive college program of study that leads to gainful employment for students with ID.

Leaving the University Prior to Graduation

- Withdrawal
 - A TAP student who wishes to withdraw from NDSU must complete the appropriate forms through Campus Connection. The NDSU withdrawal process can be found [here](#). Please be cognizant of the NDSU withdrawal deadlines referenced in the academic calendar.
- Readmission
 - Students who have been dismissed may apply to be readmitted no sooner than one semester after their dismissal. Readmission requires evidence of success including independent living success and/or employment readiness in other settings. Readmission is reviewed by the TAP coordinator with consultation with the Office of Student Life, Office of Academic Affairs, and Office of the Registrar.

APPLIED CERTIFICATE

College-To-Career (C2C) Certificate Requirements

1. Twenty-nine credit hours of inclusive coursework – either taken for credit or audited, are required for completion of the C2C certificate. The C2C course of study is individualized based on students' PCP goals. For audited coursework, assignments are modified to reflect both course content and career/life goals and progress on learning contract goals is measured for satisfactory academic progress (SAP).
2. Nine-credit hours of inclusive work-based training is required for completion of the C2C Certificate. Work-based training experiences are related to each students' career interest areas and PCP goals and include job shadowing, paid and unpaid internships, and paid employment. Work-based training takes place at community and campus worksites alongside individuals who do not have disabilities.
3. Three-credit hours of independent living training is another requirement of the C2C certificate and is designed to enhance students' skills in areas such preparing meals, maintaining personal belongings and living spaces, managing money, and using community services such as public transportation, grocery stores, restaurants, banks, etc.
4. Three-credit hours of social skills training is the final requirement for the C2C certificate and includes supporting students to engage in campus life events,

clubs, and volunteer opportunities alongside other college students who do not have disabilities.

5. Portfolio Defense: Student's graduating from TAP will present a portfolio of their academic and transition studies at NDSU. This is a required piece in order to obtain the C2C Certificate.

Exiting TAP Goals

In addition to meeting TAP's academic requirements, it is anticipated that students will achieve the following adult life domain outcomes upon completion of the C2C Certificate.

- 1) Employment – TAP students who complete the C2C Certificate will have skills for gainful employment including job seeking skills, task-specific skills, specialty skills for a particular career path, and essential related skills. These students will be better equipped for the world of work.
- 2) Independent Living – TAP students will learn skills for daily living and caring for themselves and their belongings. Because of this, students will be prepared to live more independently after they graduate from TAP.
- 3) Recreation/Leisure – TAP students will gain skills for participating in a variety of activities to occupy their discretionary time.
- 4) Social – Through engagement in campus life activities, TAP students will acquire skills for interpersonal relationships, friendships, and interactions with others.
- 5) Self-Determination and Advocacy – By embedding opportunities for self-determination and advocacy in all of the components of TAP, students will develop skills for making personal choices/decisions and speaking and acting on behalf of themselves.
- 6) Miscellaneous – Through training in a variety of additional areas, TAP students' communication, self-esteem, fitness, and health and wellness skills will be enhanced.

These outcomes will extend beyond the college setting into all aspects of adult life following completion of the C2C Certificate by TAP students and will be tracked through their Person-Centered Plan.

ADMISSION

The most recent information specific to admissions into the Transition and Access Program can be found on the TAP webpage, <https://www.ndsu.edu/disabilityservices/tap/>

Program Deadlines:

- Applications for the 2024/2025 academic year will be accepted until March 15, 2024. An exception to the deadline is at the digression of the TAP coordinator.
- Email ndsu.tap@ndsu.edu to inquire about receiving the application and other questions regarding the admission process.