

# Students with Intellectual Disabilities

Harper College Continuing Education offers the two-year Career Skills Institute (CSI) Program for young adults with mild intellectual disabilities to help them gain basic academic and employability skills. To supplement CSI, the Harper CE Personal Enrichment program offers classes in cooking and other skills that are both fun and practical and tailored for the CSI student.

## **For more information contact:**

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## **The Career Skills Institute Program**

CSI is an educational program for students with mild cognitive disabilities, ages 18 and above. CSI assesses and strengthens basic employability skills and helps student develop realistic career plans.

Two Year Sequence:

- Year one includes six modules focusing on basic academics and communication.
- Year two includes six modules focusing on career exploration with a guided vocational experience.

CSI students benefit from opportunities to:

- Develop academic, vocational, and social skills.
- Learn appropriate work behavior.
- Develop career-related interests.
- Receive an honest assessment of their career potentials and the continuing supports they will require in the workplace.

## **Admission Procedure**

### **STEP 1: Application**

- Complete a CSI Program Application. If you have a legal guardian, provide legal documentation and contact information.
- Complete the CSI Student Self Evaluation.
- Submit a letter of recommendation from a high school counselor, college counselor, or supervisor.
- Provide copies of your most current psychological evaluation, IEP, or other medical documentation.
- Send or bring the completed Program Application, Student Self Evaluation, letter of recommendation, and disability documentation to:

William Rainey Harper College  
Office of Continuing Education  
Attn: Career Skills Institute, Building H, Office H142  
1200 West Algonquin Road  
Palatine, IL 60067

## **STEP 2: Student Interview**

When the application packet is received, the CSI Coordinator will contact you to schedule an interview. The appointment will take approximately one hour.

During the interview, you will be asked about your educational and employment history and goals as well as your medical and personal background. You can bring additional documentation to provide background information. You will also complete a brief academic screening.

## **STEP 3: Admission Decision**

The CSI advisory team will review applications. You will be notified both by phone call and in writing about your admission to the Career Skills Institute. If you are admitted, you will be asked to register for the program by phone, online, or in person. Payment will be due at the time of registration. You will also be required to sign and return the Career Skills Institute Student Agreement to the address above.

## **Scholarships**

The Harper College Educational Foundation has offered scholarships for use toward these courses. Eligibility criteria are currently being revised. Updated information will be posted to this website when available.

### **Selection**

Decisions about the recipients of scholarship funds are made by the Office of Scholarship and Financial Aid.

### **Application**

[Apply online](#). Select *Foundation* in the scholarship category. Then complete the rest of the form. If you require assistance to fill out the form, contact the Office of Student Financial Assistance at 847.925.6248 or visit the Office in Building C, Room C102.

## **Transportation**

For all classes, students need to be able to independently and safely find their way to classes on campus as transportation is not provided. Instruction and support will be in small groups. Students wishing to use public transportation to get to Harper College may want to visit the Pace website:

- [PACE paratransit service](#)
- [Ride sharing](#)
- [Bus schedules](#)

## **[More about Access and Disabilities Services at Harper College](#)**