



CAPE COD  
COMMUNITY  
COLLEGE

Powerful Futures Start Here

# Massachusetts Inclusive Higher Education at 4Cs

(formerly called MAICEI)

## New Student Application 2025-2026

**Applications Due:**

22+ students  
by Friday April 25, 2025  
Concurrent enrollment  
rolling admission

**Please submit to:**

Massachusetts Inclusive Higher Education at 4C's  
c/o Susan Mackoul  
M.M. Wilkens Room 230  
2240 Iyannough Road  
West Barnstable, MA 02668  
Email: [smackoul@capecod.edu](mailto:smackoul@capecod.edu)

**Final Notification: June 30, 2025**

# WHAT IS MASSACHUSETTS INCLUSIVE HIGHER EDUCATION AT 4CS?

The Massachusetts Department of Higher Education has established access to Inclusive Higher Education college opportunities for students over age 18, as well as over aged 22 who are diagnosed with an intellectual and/or severe developmental disability, including Autism. Students who are between the ages of 18-22 and are receiving special education services under IDEA, may take inclusive college courses while concurrently enrolled in their school district. These students continue to receive transition supports addressed through their IEP. Students are referred by school districts who have partnership agreements with 4C's.

Each Inclusive Higher Education student may enroll in up to six college credits (typically one or two classes) each semester. Additionally, students are encouraged to participate in campus activities like their same age peers including clubs, workshops, special events, peer lunches and the use of wellness/fitness opportunities.

## Program Elements

- Enroll in up to six college credits (1 to 2 college courses) per semester
- Weekly meetings with Program Coordinator and/or Education Coach
- Participation in Student Success Workshops
- Participation in campus events, clubs and other student-centered activities
- Identification of goals that support greater independence

## Qualifications

For Young adults 18-22

- Currently enrolled in one of our partner public high schools
- Tier one students who are eligible for special education services and will not obtain a diploma; or Tier two students who are eligible for a Massachusetts diploma, and are still eligible for special education transition services
- Have a diagnosed Intellectual/Developmental Disability and/or Autism
- Referred by their special education advisors and directors
- Have identified their personal transition goals from high school to post high school in an IEP or Person-Centered Plan
- Ideally have participated in inclusion classes
- Able to adhere to Code of Conduct

For young adults over age 22

- May have been previous participants through their school district transition services
- Have a documented Intellectual/Developmental Disability and/or Autism with supporting IEP and testing documentation
- May be receiving, or will be receiving services through MRC, DDS and/or other agencies that can support aspects of the student's individual service plan
- Participate in decision-making
- Have completed four years of high school, are no longer enrolled in a school district, and are no longer receiving special education services under IDEA
- Eagerness to continue education in a fully inclusive college setting
- Commit to full year of coursework
- Express interest in living and working as independently as possible in the community after completing their course of studies
- Able to identify job-related interests and career goals
- Able to adhere to Code of Conduct

# NEW STUDENT APPLICATION CHECKLIST

Dear Student,

Please complete the application packet as independently as possible. This is your opportunity to shine and to demonstrate the skills you have developed during your high school career and beyond. Applying to become an Inclusive Higher Education student at Cape Cod Community College is an important step towards greater independence and we look forward to getting to know you better through the application process which includes:

## Student Application

- Personal Data
- Application Questions
- Emergency Contact Information Form
- Medical Information Form
- Permission to Use Image/Likeness Form
- Massachusetts In-State Tuition Eligibility Form with 2 forms of proof of residency
  - Proof #1 \_\_\_\_\_
  - Proof #2 \_\_\_\_\_
- Release of information form

## Please Submit the Following:

Via email with attachments, or mail to:

Cape Cod Community College

O'Neill Center

c/o Susan Mackoul

MM Wilkens Hall, Rm 230

2240 Iyannough Rd., West Barnstable, MA 02668

- IEP and transition plan
- Official neuro-psychological report documenting disability
- Transcript

# NEW STUDENT APPLICATION INCLUSIVE HIGHER EDUCATION AT 4CS

## PERSONAL DATA

Name \_\_\_\_\_  
First Name Middle Name Last Name

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Student's Contact Number \_\_\_\_\_

Email Address \_\_\_\_\_

Birthday (including year) \_\_\_\_\_

## Optional:

Parent/Guardian contact number \_\_\_\_\_

Parent/Guardian email address \_\_\_\_\_

## EDUCATIONAL DATA

Name of School District \_\_\_\_\_

High School Attending \_\_\_\_\_

Earned high school diploma: No Yes If yes, was MCAS waived? \_\_\_\_\_

**Include copy of transcript in application.**

## COMMUNITY SERVICE AND PERSONAL ACTIVITIES

List your involvement, in order of importance to you, in any of the following areas: personal or school activities, community service, etc.

Activity	Dates	Fun Fact

## WORK EXPERIENCE

List any employment that you have had in the last three years. Please note if the job was paid or volunteer.

Type of work	Location	Paid or volunteer

**APPLICATION QUESTIONS**

What life skills do you want to develop at Cape Cod Community College that you have not learned in high school?

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What kind of jobs or careers are you interested in after leaving high school?

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Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If applicable:**

\*Special Education Director Signature \_\_\_\_\_

# EMERGENCY CONTACT

Student's Full Name: \_\_\_\_\_ Date: \_\_\_\_\_

## EMERGENCY CONTACT INFORMATION

*In case of an emergency, please contact:*

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Relationship \_\_\_\_\_

Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Receives texts  yes  no



First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Relationship \_\_\_\_\_

Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Receives texts  yes  no

# MEDICAL INFORMATION

## Inclusive Higher Education at 4C's

Student's Full Name:

Date:

### MEDICAL HISTORY

1. Any history of serious illness or injuries?

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2. Any allergies?

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3. Any allergies to medication?

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4. List any medical or physical conditions that may impact participation in classroom, social, or recreational activities while on-campus:

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5. Please list any current medications and indicate for what the medications are taken:

**Note:** Students that must take medications, must be independent in administering their medication.

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6. Please list any other information that we should be aware of:

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# PHOTOGRAPHY/VIDEOGRAPHY RELEASE FORM

For good and valuable consideration, the receipt of which is hereby acknowledged, I hereby grant Cape Cod Community College permission to use my likeness in a photograph or video in any and all of its publications, including but not limited to all of Cape Cod Community College 's printed and digital publications. I understand and agree that any photograph or video using my likeness will become property of Cape Cod Community College and will not be returned.

I acknowledge that since my participation with Cape Cod Community College is voluntary, I will receive no financial compensation.

I hereby irrevocably authorize Cape Cod Community College to edit, alter, copy, exhibit, publish or distribute this photo or video for purposes of publicizing Cape Cod Community College 's programs or for any other related, lawful purpose. In addition, I waive the right to inspect or approve the finished product, including written or electronic copy, wherein my likeness appears. Additionally, I waive any right to royalties or other compensation arising out of, or related to, the use of the photograph or video.

I hereby hold harmless and release and forever discharge Cape Cod Community College from all claims, demands, and causes of action which I, my heirs, representatives, executors, administrators, or any other persons acting on my behalf or on behalf of my estate have or may have by reason of this authorization.

Student's Signature

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Signature of authorized parent or guardian if applicable.

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# STUDENT GROWTH OUTCOMES

## Student will...

- have a personal cell phone to receive text messages and access the college website.
- demonstrate an increased ability to use email as a tool to communicate with professors, members of the 4Cs Inclusive Higher Education team and other peers.
- demonstrate an increased ability to compose an email as well as reply to an email in a formal manner using proper email etiquette and appropriate formatting (for example, including greeting, message, and signature).
- learn his/her professor's name, the names of the 4Cs Inclusive Higher Education staff, and the names of at least 1 classmate.
- demonstrate an ability to engage socially with other students.
- have lunch in the school cafeteria with other members of the CCCC community.
- participate in discussions around their learning strengths and challenges.
- learn how to access and use college resource centers that will assist them with their academic work such as the O'Neill Center for Access & Support, the Tutoring Center, Writing Center, Math Lab and Computer Labs.
- demonstrate an increased ability to travel to and from CCCC.
- demonstrate an increased ability to independently navigate the CCCC campus.
- demonstrate an ability to communicate with professors (for example, ask questions, provide information as needed).
- demonstrate an ability to effectively employ problem solving skills (for example, resolving issues that might arise relating to task completion, time management, and other conflicts).
- demonstrate an ability to use his/her I.D. card in order to access school resources and demonstrate self-advocacy skills.
- display an increased understanding of the purposes of various college campus offices (for example, bookstore, public safety, disability services, registration office, etc.), their locations, and how to use them.
- (with support) demonstrate an ability to create and follow a campus schedule.
- demonstrate organizational skills that require attending to tasks beyond time on campus.
- demonstrate time management skills (arriving to campus on time, independently recognizing when class will begin).
- demonstrate an ability to provide school with information about expected and unexpected absences.
- use the library as a resource by engaging in tasks that might include checking out and returning books and
- completing an independent project.
- demonstrate an ability to participate in conversations about goal setting and engage in activities directed at accomplishing these goals.
- display self-advocacy skills in a variety of settings that might include the 4Cs Inclusive Higher Education office, O'Neill Center, classrooms, offices, resource centers, etc.
- complete sample job applications.
- complete interest surveys.
- create and/or add information to resume.
- learn about interviewing skills.
- attend campus job fairs.
- demonstrate an increased understanding of what a syllabus is and how this resource is used.
- demonstrate an ability to adhere to the campus Code of Conduct.
- attend at least one on campus event.
- demonstrate an ability to articulate his/her learning strengths and challenges.
- demonstrate an ability to discuss his/her academic goals and self-advocate for his/her academic plan at CCCC.
- demonstrate an ability to identify networks that provide support.