



QUICK REFERENCE GUIDE FOR FACULTY

WHAT IS THE LIFE AND CAREER STUDIES PROGRAM?

The Life and Career Studies (LCS) program is an inclusive, non-degree certificate program for students with intellectual or developmental disability. Students enrolled in LCS have goals for competitive employment and independent living upon graduation.

DO LCS STUDENTS ENROLL IN TRADITIONAL COURSES?

Yes! LCS has approximately 50 inclusive course enrollments per semester. Students select courses based on their concentration (major) and core requirements. They register using standard procedures.

DO LCS STUDENTS EARN CREDIT IN THEIR COURSES? HOW ARE THEY GRADED?

LCS students earn non-transferable credit in their courses, which most closely resembles a **course audit**. They should be awarded a “CR” or “NC” grade at the midterm, if applicable, and the end of the semester. These options will appear in Workday.

WHAT DOES IT LOOK LIKE WHEN AN LCS STUDENT ENROLLS IN MY COURSE?

1. Before the first day of class, LCS program staff will notify you via email that an LCS student is enrolled in your course and provide the faculty guidebook.
2. On the first day of class, LCS staff will help the student find your classroom. With your permission, the staff member will also briefly share with the class about the opportunity to be a peer partner. The peer partner is a degree seeking student enrolled in the course who serves as the LCS student's primary point of contact for the course. We appreciate your support in securing a peer partner and provide a sample email you can send to the class, if you so choose.
3. LCS staff and the student develop an Academic Course Plan. The ACP lays out the individualized expectations for the student to receive audit credit, including modified coursework. **Your input is very welcome!** The ACP can be modified throughout the semester if needed.
4. The student will bring you their ACP and accommodation memo. You will be asked to sign a sheet so the LCS staff knows the student has followed through with providing these documents.
5. The student participates in class and submits modified assignments per their ACP. You are welcome to give feedback on these assignments as you see fit. LCS students may also submit an alternative final per their ACP. Contact Mia Kurkechian (below) with any concerns as soon as they arise.
6. At the midterm, LCS staff will send a form asking how the student is doing on their ACP. Completion is strongly recommended so LCS staff can support if needed.
7. On Workday, you will submit a final grade of CR (completed as required) or NC (not completed).

WHO CAN I CONTACT WITH QUESTIONS ABOUT THE LIFE AND CAREER STUDIES PROGRAM?

Mia Kurkechian, Academic and Peer Support Coordinator: Questions about students in your courses, academic course plans, modified work, etc., mia.kurkechian@calvin.edu

Michelle Terrill, Program Coordinator, michelle.terrill@calvin.edu

Kate Strater, Program Director, Education Faculty, kate.strater@calvin.edu