

Department of Special Services (DSS)
Rowan College of South Jersey- Cumberland Campus
856-200-4753, projectassist@cc.rcsj.edu Fax: 856-691-6483

Thank you for your interest in receiving supportive services at the college. Here are the necessary steps to get started:

- Complete college application (Free and available online)
- Complete **Self- Report** form (available on webpage)
- Submit to DSS a copy of your CST records (Summary of performance from IEP, Cognitive Evaluation, and Learning Evaluation), or other medical documentation/diagnostic reports. A form for your medical provider is available on our webpage or your medical provider can provide a typewritten letter on their letterhead. The letter should specify the diagnosis/disability and the functional limitations in a college setting.
- Take college placement test-Accuplacer. If you need accommodations for the placement test, please speak to DSS first and submit CST records to DSS. Once approved for accommodations, contact testing@cc.rcsj.edu to set up an accommodated accuplacer day/time. If your classes in high school were in a resource or self contained setting, it is advisable to take the Accuplacer rather than be placed via your hs transcript.
- After taking placement test, contact 856-200-4753 or projectassist@cc.rcsj.edu to discuss results and next steps
- You may attend a New Student Orientation. However, **do not schedule your classes** at the new student orientation. We will set up an appointment to schedule your classes at an individual appointment. Contact projectassist@cc.rcsj.edu or 856-200-4753.
- Be sure you have applied for Financial Aid. (Fall semester: begins Oct. deadline June 1st, Spring semester: deadline by Nov. 1st)
- Contact DVRS: 856-453-3888 (Cumberland County) to see if you are eligible for career plan/ additional supports/possible funding for college

We look forward to working with you. If you have any questions, please call us at (856)200-4753 or email us at projectassist@cc.rcsj.edu