

# Application Checklist

# PART 1

Fall 2024 Admission | How to Apply

## Fall 2024 Application: CUNY Unlimited

CUNY Unlimited is a credential program for students with intellectual disabilities, offered at select campuses of the City University of New York. AHRC New York City's Melissa Riggio Higher Education Program partners with the CUNY Unlimited credential program, which is available at the following CUNY campuses: the Borough of Manhattan Community College, the College of Staten Island, Hostos Community College, Kingsborough Community College, and Queensborough Community College.

If you are applying for Fall 2024 Admission, please refer to the checklist below to help you submit Part 1 to the CUNY Central Office of Student Inclusion Initiatives. The documents listed on this page must be submitted to CUNY via email. **The Application Deadline for Fall 2024 Admission is December 1, 2023.**



### CUNY Unlimited Student Application

Visit the CUNY Unlimited webpage at [www.cuny.edu/unlimited](http://www.cuny.edu/unlimited)  
Download the application for Fall 2024 Admission.  
Fill out the Applicant Information and Applicant Profile sections.



### Proof of Citizenship

Submit a copy of one of the following documents:

- U.S. Passport, or
- Birth Certificate, or
- Proof of Immigration Status



### Proof of High School Diploma or Credential

Submit a copy of one of the following documents:

- Individualized Education Program (IEP) Diploma, or
- Skills and Achievement Commencement Credential (SACC), or
- Career Development and Occupational Studies (CDOS) Commencement Credential, or
- General Educational Development (GED), or
- Test Assessing Secondary Completion (TASC), or
- Local Diploma, or
- Regents Diploma

or

### Proof of High School Enrollment

If you do not have proof of a high school diploma or credential because you are still in school, submit an Enrollment Verification Letter from your current high school including all of the following information:

- Student's Full Name, and
- Name of High School, and
- Anticipated Graduation Date or Year, and
- Type of High School Diploma or Credential student is expected to earn upon graduation

## Part 1 Submission

Please email your Part 1 documents to [unlimited@cuny.edu](mailto:unlimited@cuny.edu). If you have any questions about the application process, contact the CUNY Central Office of Student Inclusion Initiatives at [unlimited@cuny.edu](mailto:unlimited@cuny.edu) or call (646) 664-8800.

# Application Checklist

# PART 2

Fall 2024 Admission | How to Apply

## Fall 2024 Application: Melissa Riggio Higher Education Program

If you are applying to AHRC New York City's Melissa Riggio Higher Education Program at the City University of New York, please use the checklist below to guide you through the submission of Part 2. Please ensure the documents listed on this page are submitted directly to AHRC New York City's Referral and Information Center via email or postal mail.

The Application Deadline for Fall 2024 Admission is December 1, 2023.

- ☐ **Individualized Education Program (IEP)**  
The IEP is a written education plan that describes the individual learning needs and services provided to students receiving special education services in public school.
- ☐ **Psychological Evaluations**  
AHRC New York City requests a Psychological, Education/Psychoeducational, Neuropsychological, and/or Behavioral Evaluation conducted within the past three years for the purpose of eligibility review and application services. Please provide at least one of these evaluations.
- ☐ **Psychosocial Evaluation**  
AHRC New York City requests a Psychosocial Evaluation conducted within the past three years for the purpose of eligibility review and application of services.

## Download Forms and Materials

Visit the Melissa Riggio Higher Education Program webpage at [www.ahrcnyc.org/services/school/college/apply](http://www.ahrcnyc.org/services/school/college/apply) to access and complete all required Supplemental Application Materials. You can also find additional helpful resources, including the Admissions Guide and Frequently Asked Questions, online.

- ☐ **Recommendations**  
All applicants are required to submit two recommendations written by a person from an educational institution, employer, and/or formal support from a human services agency. Recommendations must be completed using the Recommendation Form. Recommendations must be sealed in an envelope with the signature of the person writing the recommendation across the seal.
- ☐ **Medical History Self-Report**  
All applicants are required to submit a completed Medical History Self-Report.
- ☐ **Individual Authorization for Release of Protected Health Information (HIPAA-2)**  
The HIPAA-2 authorizes AHRC New York City to disclose information included on the student application and supplemental materials to the City University of New York for admission and student verification purposes.
- ☐ **Cover Sheet**  
Use this form when submitting all Supplemental Application Materials to AHRC New York City.

## Part 2 Submission

Please send your Part 2 documents via email to [referrals@ahrcnyc.org](mailto:referrals@ahrcnyc.org) or by postal mail to:

AHRC New York City's  
Referral and Information Center  
Attn: Melissa Riggio Higher Education Program  
83 Maiden Lane, 10th Floor  
New York, NY 10038