DEGREE REQUIREMENTS
and RELATED POLICIES
CHAPTER IV

DEGREE REQUIREMENTS AND RELATED POLICIES

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BACCALAUREATE DEGREE REQUIREMENTS

The baccalaureate is an academic degree awarded by SUNY Brockport to students who successfully complete undergraduate requirements in a planned, approved program that typically requires four years of full-time study. SUNY Brockport offers four such baccalaureate degree programs: Bachelor of Science, Bachelor of Arts, Bachelor of Fine Arts, and Bachelor of Science in Nursing. Each requires the successful completion of an academic major, the General Education program and certain other academic requirements.

In addition, SUNY Brockport offers both a Bachelor of Arts and a Bachelor of Science in two distinctive formats through Delta College, Brockport’s unique time-variable degree program. The specific requirements for each degree are summarized on the following pages. Additional information concerning the Delta College degree programs appears in Chapter V.

While certain programs of study lead only to the Bachelor of Science or the Bachelor of Arts, in most cases students may pursue either a Bachelor of Science or a Bachelor of Arts. The distinction between the two lies in the number of liberal arts credits required (90 for the BA, 60 for the BS), and in the requirement for competency in a foreign language for those pursuing the Bachelor of Arts. Thus, a chemistry major, for example, may choose to pursue either a Bachelor of Arts or a Bachelor of Science.

Matriculation Requirement
To earn a baccalaureate degree from SUNY Brockport, a student must be matriculated; that is, formally accepted as a degree candidate by the Office of Undergraduate Admissions. Students may register for courses without matriculated status, and may apply credit received from such courses toward a degree program at the time of their matriculation. However, the degree requirements a student must meet to graduate are those in effect at the time of formal matriculation.

Bachelor of Arts Requirements
1. Completion of a minimum of 120 credits in an approved program with a minimum academic grade point average of 2.0 earned at SUNY Brockport and a maximum of 54 credits in any one discipline.
2. Completion of the General Education requirements.
3. Completion of a minimum of 48 credits in upper-division (300/400-level) courses.
4. Completion of a minimum of 90 credits in liberal arts courses.
5. Completion of an academic major program with a minimum cumulative grade point average of 2.0 in courses required for the major.
6. Completion of a minimum of 12 credits in upper-division (300/400-level) courses in the academic major.
7. Competency in one foreign language as described below.

Foreign Language Requirements for the Bachelor of Arts
The foreign language requirements for the Bachelor of Arts can be met by the:
1. Successful completion of the second semester of the intermediate year of college instruction in a foreign language (212), or a more advanced course; or
2. Successful completion of four or more years of one foreign language in high school and the appropriate score on a standardized test administered by the SUNY Brockport Department of Foreign Languages and Literatures.

Placement in Foreign Language Courses
Students who successfully complete high school foreign language study are required to take a placement test to determine appropriate placement level.

Bachelor of Fine Arts Requirements
1. Completion of a minimum of 120 credits in an approved program with a minimum academic grade point average of 2.0 earned at SUNY Brockport.
2. Completion of the General Education requirements.
3. Completion of a minimum of 48 credits in upper-division (300/400-level) courses.
4. Completion of a minimum of 12 credits of upper-division (300/400-level) courses in the academic major.
5. Completion of the academic major program in studio art with a minimum cumulative grade point average of 2.0 in courses that meet the requirements of the major, excluding prerequisite and corequisite courses.

**Bachelor of Science Requirements**
1. Completion of a minimum of 120 credits in an approved program with a minimum academic grade point average of 2.0 earned at SUNY Brockport, and a maximum of 54 credits in any one discipline.
2. Completion of the General Education requirements.
3. Completion of a minimum of 48 credits in upper-division (300/400-level) courses.
4. Completion of a minimum of 12 credits in upper-division (300/400-level) courses in the academic major.
5. Completion of 60 credits in liberal arts courses.
6. Completion of an academic major program with a minimum grade point average of 2.0 in all courses required for the major.

**Bachelor of Science Requirements - Professional Accounting**
1. Completion of a minimum of 150 credits in an approved program with a minimum academic grade point average of 2.0 earned at SUNY Brockport, and a maximum of 54 credits in any one discipline.
2. Completion of the General Education requirements.
3. Completion of a minimum of 48 credits in upper-division (300/400-level) courses.
4. Completion of 60 credits in liberal arts courses.
5. Completion of all course requirements as outlined for the professional accounting program with a minimum grade of "C" in all accounting courses and "C-" in all other required courses in the program.

**Bachelor of Science in Nursing Requirements**
1. Completion of a minimum of 120 credits in an approved program with a minimum academic grade point average of 2.0 earned at SUNY Brockport, and a maximum of 54 credits in any one discipline.
2. Completion of the General Education requirements.
3. Completion of a minimum of 48 credits in upper-division (300/400-level) courses.
4. Completion of 60 credits in liberal arts courses.
5. Completion of all course requirements as outlined for the nursing program with a minimum grade of "C" (2.0) in each nursing course.
6. Completion of all degree requirements within five years after beginning the clinical component of the major.

**Bachelor of Arts Requirements Through Delta College Program**

**Option I:**
1. Completion of a minimum of 99 credits with a grade point average of 2.0 in each component of the program and overall, meeting the Delta College requirements and the requirements of a SUNY Brockport major or contractual liberal arts major.
   a) Delta core
   b) SUNY Brockport major
   c) Delta College's Integrative Learning Experiences
   d) Foreign language (intermediate level), computer, and statistics competencies
2. Completion of 48 credits in upper-division (300/400-level) courses.
3. Completion of a minimum of 90 credits in liberal arts courses.
4. Participation in the assessment and evaluation program of Delta College.

**Option II:**
1. Completion of a minimum of 99 credits and the Delta College global studies major with a grade point average of 2.0 in each component of the program and overall.
   a) Delta Core
   b) Global Studies Core
   c) Global Studies Specialization
   d) Integrative Learning Experiences
   e) Foreign language (intermediate level), computer and statistics competencies
2. Completion of 48 credits in upper-division (300/400 level) courses.
3. Completion of a minimum of 90 credits in liberal arts courses.
4. Participation in the assessment and evaluation program of Delta College.

**Bachelor of Science Requirements through Delta College**

**Option I:**
1. Completion of a minimum of 99 credits with a grade point average of 2.0 in each component of the program and overall, meeting the Delta College requirements and the requirements of a SUNY Brockport major or contractual liberal arts major.
   a) Delta core
   b) SUNY Brockport major
   c) Delta College’s Integrative Learning Experiences
   d) Foreign language (intermediate level), computer, and statistics competencies
2. Completion of 48 credits in upper-division (300/400-level) courses.
3. Completion of a minimum of 60 credits in liberal arts courses.
4. Participation in the assessment and evaluation program of Delta College.

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**GENERAL EDUCATION**

**General Education Program Office**
6th Floor, Allen Administration Building
(585) 395-2504

*Vice Provost and Program Administrator:* P. Michael Fox PhD
*Secretary:* Linda Hartmann
*Coordinator of Developmental Mathematics:* Marcella Esler
*Coordinator of College Composition:* Jeanne Grinnan
*Coordinator of Computer Skills Examination:* Edwina Billings

The General Education program focuses on areas of study that the SUNY Brockport faculty, and recently, the SUNY Board of Trustees have decided are of such fundamental importance that they should be required of all liberally educated students. This part of the student’s college education stresses development of the basic intellectual skills of writing, speaking, critical thinking, and mathematical analysis that are generally expected of college-educated persons and provides a good skills foundation for advanced work in a major program. In addition, the General Education requirements convey some of the accumulated insights about humankind
and its cultural, artistic, and scientific achievements, the nature of human societies, the natural order, and the systematic ways in which we seek knowledge and understanding in many fields. Finally, the General Education program provides opportunities for students to make connections among the various courses and disciplines they encounter in college and to apply their skills and knowledge to analyzing real problems in contemporary society.

SUNY Brockport offers three options through which students may complete the General Education requirements:

- the Traditional General Education Program
- the Delta College Program
- the College Honors Program

The Traditional General Education Program is the subject of this section. Before choosing a General Education option, students should also examine the Delta College Program and the College Honors Program. The descriptions and details of those programs can be found in Chapter V of this catalog.

SUNY Brockport, like all the colleges and universities of the SUNY system, is required to accommodate the SUNY Trustees mandates for student learning outcomes in General Education. The Trustees now require SUNY students entering in fall 2000 or later to meet student learning outcomes in disciplines including American history, western civilization, other world civilizations, and foreign languages, areas previously not required of all students. The complete set of requirements of Brockport's General Education program (including the Trustees' requirements) apply for entering freshman students who began in fall 2001 or thereafter. More recently admitted students are required to complete the requirements of the General Education program as set by the College at their date of matriculation. The Office of Undergraduate Admissions will have current information on the set of General Education requirements students are required to complete for their baccalaureate degrees. Transfer students became subject to the Trustees requirements if they matriculated at Brockport in fall 2003 or later.

Traditional General Education Requirements

SUNY Brockport's Traditional General Education Program is the route most students take through General Education. Student learning outcomes in compliance with the SUNY-GEAR learning outcomes for General Education have been written for all components of the program. Courses are approved for the various components if they provide instruction guided by those learning outcomes. The complete program consists of the following elements:

**Academic Planning Seminar (GEP 100; 1 credit) First-Year Orientation Course.**

A small-group orientation to the College, designed for and required of matriculated freshman, including transfer freshman, in their first semester at SUNY Brockport. The one-credit seminar introduces students to the academic expectations and opportunities of college life and helps them plan their individual academic programs in relationship to College requirements and students' personal interests and career goals. It also provides students with a personal academic advisor with whom they will be associated until they have declared a major in a particular field or department. Students in certain programs take a three-credit version, GEP 120.

**College Composition (3–9 credits)**

Nothing in a college education is more important than developing an ability to think critically and to express ideas effectively. SUNY Brockport's composition courses are specifically designed to improve these skills. Because students' backgrounds vary widely, each student is placed by the director of College Composition in an appropriate course based on high school records, transfer records, standardized test scores, and initial diagnostic testing. Students with superior records or outstanding achievement on in-class diagnostic tests may be waived from the College Composition requirement.

Students with serious writing skill deficiencies will be placed in ENL 101 English for Foreign Students or ENL 102 Fundamentals of College Composition, and will be required to earn a grade of “C” or better before entering into ENL 112. A minimum grade of “C” is required to successfully complete ENL 101, ENL 102 and ENL 112.
College Mathematics: (3 credits)
The importance of mathematical analysis in contemporary society in a variety of college programs and in general intellectual development is reflected in this component of the General Education program. SUNY Brockport requires freshmen and transfer students to demonstrate competence in arithmetic, algebra, geometry, and quantitative reasoning. Initial placement into one of the following categories by the Coordinator of Developmental Mathematics is based on high school and/or college transfer courses and Math SAT scores.

Students may meet the General Education requirement in mathematics by passing MTH 112, MTH 122, MTH 221 (or higher, excluding MTH 313) or any approved college-level statistics course. The statistics courses include ECN 204, MTH 243, MTH 346, PSH 202, SOC 200, and HLS 488. Students with strong backgrounds in mathematics may meet the General Education requirement with no further course work. However, other mathematics or statistics courses may be required for specific academic majors.

Students with mathematical skill deficiencies will be placed either in MTH 110 Introduction to Mathematics or MTH 111 College Algebra. Both courses are considered preparatory to courses that meet the General Education mathematics requirement.

Students who have been waived from the College mathematics requirement cannot receive credit for MTH 112 or any course preparatory to it (MTH 110, MTH 111).

Note: SUNY Brockport requires an Academic Planning Seminar, and courses in composition skills and college mathematics of almost all entering students. Students should begin them as soon as possible, usually in the first semester at Brockport, and complete them at the earliest opportunity. These courses are entry-level experiences providing a foundation for further college work. The Computer Skills Examination should be prepared for and completed as soon as possible because of the ever-increasing importance of computers in other course work.

Knowledge Area Requirements (Minimum of 25 credits)
As the intellectual “core” of the General Education program, Knowledge Area courses are designed to introduce the major content areas of a liberal arts education and to reinforce composition and mathematical skills. Such courses will, therefore, normally involve substantial writing assignments. Students will be expected to satisfy the following Knowledge Area requirements:

A. Two courses in the fine arts from different disciplines, at least one of which must include a substantial performance experience.
B. Two courses in the natural sciences from different disciplines, at least one of which must include a laboratory experience.
C. One course in the social sciences from a discipline other than history.
D. One course in American history.
E. One course in Western civilization.
F. One course in the humanities, from a discipline different from that of the Western civilization course taken.

Foreign Language (3–6 credits)
Students are required to complete the equivalent of one year of a foreign language as a General Education requirement. Students are placed in foreign language courses by performance on a placement examination. Decisions on placements and waivers of this requirement are made by the Department of Foreign Languages and Literatures. Students may fulfill this requirement in several ways: successful completion of a 112 Beginning II, or higher, foreign language course at SUNY Brockport; an appropriate score on a high school third-year foreign language Regents examination, an AP foreign language examination, or a CLEP foreign language examination; an appropriate score on the placement test administered by Brockport; successful completion of a program of study abroad of at least five weeks duration and in which the language of instruction is a foreign language.
PLEASE NOTE: Meeting the General Education foreign language requirement does not meet the foreign language requirement for the BA degree and may not satisfy language requirements for certain major and/or certification programs. Students entering in or after fall 2000 are subject to the SUNY Trustees’ one course requirement. SUNY Brockport’s one-year requirement became effective in fall 2006.

Contemporary Issues (3 credits)
During the junior or senior year, students are required to complete one General Education course that applies their skills and knowledge to a problem or issue facing contemporary society. Such courses encourage students to think seriously about the ethical implications of the problem and to integrate ideas and information from several disciplines. Special attention is directed toward enhancing students’ writing and critical reasoning skills. Students who enroll in a Contemporary Issues course will normally have completed ENL 112 and the Knowledge Area courses. This requirement can be met by transferred courses with appropriate content.

Perspectives on Women
Women represent half of the human population, and all students should be aware of the scholarship on and by women. Perspectives on Women Courses do not necessarily focus exclusively on women’s experiences and perspectives; they will incorporate recent scholarship on women and introduce gender as a category of analysis appropriate to the discipline or area of the course. Courses in Perspectives on Women also meet the oral communication outcomes.

Diversity
Students are required to take one course with outcomes dealing with the analysis of social conflicts, prejudices, and/or intolerance arising from such issues as racism, ethnic hatred, and religious intolerance.

World Civilizations (Non-Western)/Comparative Perspectives
Courses whose student learning outcomes allow students to demonstrate a knowledge of a broad outline of world history or the distinctive features of history, institutions, economy, society and culture of one non-Western civilization and to compare the perspective of at least one non-Western, third-world or developing society with their own.

Oral Communication, Information Literacy, and Critical Thinking
These constitute student learning outcomes required by the SUNY Board of Trustees. At Brockport, these outcomes are met in a number of different courses. Because of this “infusion” into several courses, these requirements do not have individual credits assigned to them. Students complete these outcomes as they complete the other required courses in the Brockport General Education curriculum.

Required Competency Examination in Computer Skills
The growing importance of computer-based technology in society and its increasing application to many fields of study has led SUNY Brockport to give computer literacy a central place in its curriculum. Passing this examination is required of all freshmen who matriculated in fall 2001 or later. Students may prepare for the examination by registering in GEP 150 Computer Skills Preparation (1 credit) in their first semester at Brockport. The examination stresses an ability to use the Microsoft Windows© operating system, Microsoft Word© word-processing software and PowerPoint©. Currently approximately 89 percent of freshman students pass the examination in their first semester. Future versions of the examination will include tests of ability to use e-mail, library searches, databases, and Excel©.

General Education Course Codes
The codes listed below indicate the General Education requirements that a specific course will satisfy. Only courses that bear the code for a particular requirement are approved for use in the General Education program. General Education codes are placed after the course number in catalogs and course schedules. Courses may bear several codes and in such cases can meet several requirements.
Degree Requirements and Related Policies

C Comparative Perspectives (older General Education programs)
D Diversity
F Fine Arts (no performance experience)
G Western Civilization
H Humanities
I Contemporary Issues
L Natural Sciences (with lab)
N Natural Sciences (no lab)
O World Civilizations (Non-Western)
P Fine Arts (with performance experience)
S Social Sciences
T Computer Literacy (older General Education programs)
V American History
W Perspectives on Women

Notes Regarding General Education Requirements:
1. Freshmen normally begin the appropriate Composition and Mathematics sequence during their first semester of study.
2. Knowledge Area courses should be completed by the end of the sophomore year. Knowledge Area courses may be used to meet the requirements of a major, second major, or minor when approved by the appropriate department.
3. Courses taken to fulfill the General Education requirements may not be taken on a Pass/Fail or Satisfactory/Unsatisfactory basis.

General Education Requirements upon Readmission to the College
Students’ General Education requirements for graduation are set by the date of most recent matriculation. When students leave the College and return through readmission, their General Education requirements are set by the catalog in effect at the date of most recent matriculation at Brockport. Readmitted students sometimes have to complete more requirements than were in effect when they left the College. Taking an official Leave of Absence from the College allows the student’s General Education requirements to remain unchanged for three semesters of non-attendance or of earning no credit. When the student’s leave expires, the requirements may then change upon a future readmission.

Completing an Associates Degree after Matriculating at Brockport
It is important to note that the award of an associates degree from a community college after the date of first matriculation at Brockport does not entitle a transfer student to the same General Education requirements that would be in effect if the associates degree had been completed before the date of first matriculation. Students completing the associates degree before the date of first matriculation at Brockport may have fewer General Education requirements. General Education requirements, once set at matriculation, are not revised after earning an associates degree.

SUNY-GER Approval of Transfer Courses
Colleges and universities of the SUNY system are required to submit all General Education courses to the SUNY Provost’s Office and the SUNY-GER Committee for approval and registration as courses that satisfy specific SUNY General Education student learning outcomes. Courses that are approved and registered with the SUNY Provost’s Office will transfer and meet the General Education requirements (for which they are approved) at all colleges and universities in the SUNY system. Non-approved SUNY courses and courses from colleges and universities outside the SUNY system are evaluated individually for transferability, equivalency and applicability to
degree requirements. The College's Office of Academic Advisement usually makes the decisions on transferability of courses.

**TRANSFER OF CREDITS AND GENERAL EDUCATION REQUIREMENTS FOR TRANSFER STUDENTS**

The total number of credits that Brockport will accept by transfer depends on the type of institution from which the student transfers. The College also recognizes several categories of transfer students based on date of matriculation (pre-Fall 2000 or Fall 2000 and later) at a SUNY college or university, degrees completed, and total number of credits earned.

**Transfer credits allowed from two-year colleges**

1. Students awarded an approved associate's degree from a regionally accredited college may transfer up to 64 credits. These degrees are the Associate of Arts (AA), the Associate of Science (AS), and the Associate of Applied Science (AAS). Even though such students will be granted at least 60 credits and junior status, they may need more than 60 additional credits to complete the baccalaureate degree requirements depending on their degrees, specific courses and academic programs. This is particularly true for students who enter with AAS degrees.

2. Students without an approved associate's degree from a regionally accredited college may transfer up to 64 credits and be granted junior status.

**Transfer credits allowed from four-year colleges**

Students who have transferred from a regionally accredited four-year college or university can be awarded up to but no more than 90 credits earned elsewhere toward the bachelor's degree at Brockport.

**Brockport credits required for majors and minors**

All transfer students must complete at least 15 credits of their academic major at SUNY Brockport and, where applicable, at least half of the credits for a minor and for a certification program. Students should consult the individual program listings in the current catalog because some programs have more restrictive requirements.

**Importance of the date of matriculation at a SUNY College for transfer General Education requirements**

General Education requirements are different depending upon when a transfer student first matriculated at a SUNY college or university. The critical difference is whether the student matriculated at a SUNY college or university prior to Fall 2000 OR in Fall 2000 or later. Note the requirements as presented in sections A or B below:

**A. General Education Requirements for Transfer Students Who Matriculated in SUNY in Fall 2000 and Later**

1. **Students who transfer 24 or more credits:**

   Students must complete:
   - The ten knowledge and skills areas of the SUNY General Education program, specifically Mathematics, Natural Science, Social Science, Humanities, American History, Western Civilization, Other World Civilizations, Fine Arts, Foreign Language and Basic Communication.
   - One Contemporary Issues course.
   - One Perspectives on Women course.
   - One Diversity course.
   - The SUNY Brockport Competency Examination in Computer Skills.
2. Students who transfer fewer than 24 credits
Students must complete:
• All SUNY Brockport General Education requirements as required of first year students.

B. General Education Requirements for Transfer Students Who Entered a SUNY College Before Fall 2000
1. Students who received an AA or AS degree BEFORE their first admission to SUNY Brockport
These transfer students will be regarded as having completed Brockport’s lower division knowledge and skills requirements. They must, however, meet SUNY Brockport’s local General Education requirements for:
• One Contemporary Issues course.
• One Diversity course.
• One Perspectives on Women course.
• SUNY Brockport’s Competency Examination in Computer Skills.

2. Students who received the AAS degree OR are transferring 24 or more credits AND who matriculated in SUNY prior to Fall 2000
Transfer students in this category must meet the same General Education requirements as those who first matriculated in SUNY after Fall 2000 and who have completed 24 or more credits. These requirements include:
• The 10 knowledge and skills areas of the SUNY General Education program.
• One Contemporary Issues course.
• One Perspectives on Women course.
• One Diversity course.
• SUNY Brockport’s Competency Examination in Computer Skills.

3. Students who transfer fewer than 24 credits AND who matriculated in SUNY prior to Fall 2000
Students must complete:
• All SUNY Brockport General Education requirements as required of first-year students.

NOTE: For all students under sections A and B above, appropriate transfer credits may be used to satisfy any of the General Education requirements except the competency exams.

General Education Courses

GEP 100 Academic Planning Seminar (A). Provides an initial orientation to college life, learning skills, careers, and the information and ideas necessary to plan an overall academic program. Includes oral communication opportunities. 1 Cr. Every Semester.

GEP 120 Self, College and Career (A). Gives students a foundation for a successful college experience, providing information about SUNY Brockport and a structured setting for examining individual interests and skills, and relating them to each student’s academic program. Introduces learning strategies and study skills. Emphasizes decision-making strategies and the process of career planning. Includes oral communication opportunities. The instructor serves as the student’s academic advisor until an academic major has been declared. 3 Cr. Every Semester.

GEP 150 Computer Skills Preparation (A,T). Prepares students through hands-on experience
with the specific skills needed to pass the Computer Skills Examination. Freshman students are automatically registered for this course in their first semester. Students can take the examination at several points in the semester and may leave the course when the examination has been passed. 

1 Cr. Every Semester.

GEP 170 Modern World Civilizations (A,G,O). Presents an overview of modern world civilizations including and comparing both western civilization and non-western civilization. Focuses on key events, turning points, and controversies. Lectures examine creation of empires, religions, global economic shifts, creation of literature and art, gender, race, interaction of cultures and peoples, warfare and conquest, and globalization. Not open to students who have completed HST 101 or 102. Does not count toward the major in History. 3 Cr. Every Semester.

GEP 250 Computers and Life (A,T). Demonstrates the world of computers and their applications to modern living. Includes the concepts, process, history, application, effects, abuses, limitations and consequences of modern computer use. Explores implications of computer use for decision making and problem solving. Includes a hands-on experience where students learn to use computers. 3 Cr. Every Semester.

ENL 102 Fundamentals of College Composition (A). For students needing practice in their expository writing skills. Provides intensive work in reading and writing as preparation for entering ENL 112. 3 Cr. Every Semester.

ENL 112 College Composition (A). Emphasizes the development of written discourse with special attention to the writing process. Requires students to generate, revise, and edit several short essays, as well as practice writing in ways that exercise their critical reading and thinking skills. 3 Cr. Every Semester.

MTH 110 Introduction to Mathematics (A). Placement for students with weak backgrounds in mathematics. Places major emphasis on algebraic skills, basic operations on signed numbers (decimal and fractional forms); percents; techniques for solving linear and quadratic equations and systems of equations using two variables; algebraic operations on polynomials, roots and radicals. Closed to students who have passed MTH 111 or 121 or higher or any statistics course. 3 Cr. Every Semester.

MTH 111 Quantitative Skills (A). Placement preparatory to MTH 112. Covers basic mathematical concepts involving linear and non-linear relationships and graphic representations; basic concepts of probability and statistics. Requires students to perform at a satisfactory level during the course and pass the final exam, which is a comprehensive exam, in order to obtain a passing grade. Closed to students who have passed MTH 121 or higher (except MTH 243). 3 Cr. Every Semester.

MTH 112 College Mathematics (A). Placement for most students with good high school mathematics background. Meets Brockport General Education Mathematics course requirement. Develops college-level skills in algebra, geometry, data analysis, and quantitative reasoning. Practice with linear and non-linear equations, geometric problem-solving, probability, algorithms, tabular and graphic techniques, modeling real world problems. Must pass final comprehensive examination to pass course. 3 Cr. Every Semester.
ACADEMIC POLICIES

A complete explanation of academic policies and procedures appears in SUNY Brockport’s Your Right to Know & Academic Policies Handbook, available online - see the appropriate sections at www.brockport.edu/publications/yrtk/.

Academic Honors

SUNY Brockport honors students for their academic achievements both on a semesterly basis and upon graduation. Standards for these honors are as follows:

Dean’s List and Dean’s List with Honors: Students who complete a semester with a minimum of six credits of indexable grades, earn a semester index of 3.40 to 3.69, receive no failing grades nor grades of Incomplete, and have no missing grades, will be placed on the Dean’s List for that semester. Students who earn an index of 3.70 to 3.99 in a semester will receive the designation of Dean’s List with Honors. These honors are not awarded retroactively if recorded grades for Incompletes or missing grades later increase the index for that semester. These standards apply for all students as of fall 2005 regardless of catalog entry date.

President’s List: Students who earn a 4.0 GPA in a semester will be included in the President’s List for that semester. The restrictions for the President’s List are the same as for the Dean’s List as noted above.

Graduation (Latin) Honors: Graduation honors require that a minimum of 48 credits be earned at SUNY Brockport. A maximum of 24 of these credits taken on a Satisfactory/Unsatisfactory basis may be counted in this 48-credit minimum. Graduation honors are awarded for the following cumulative indices based on all undergraduate work.

<table>
<thead>
<tr>
<th>Index</th>
<th>Honor</th>
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<tbody>
<tr>
<td>3.40–3.59</td>
<td>Cum Laude</td>
</tr>
<tr>
<td>3.60–3.79</td>
<td>Magna Cum Laude</td>
</tr>
<tr>
<td>3.80–4.0</td>
<td>Summa Cum Laude</td>
</tr>
</tbody>
</table>

No exceptions are made for total credits and GPA requirements. These standards apply to all degree recipients whose most recent matriculation date at SUNY Brockport is fall 2005 or later.

Academic Standards and Financial Assistance

Both the federal and state governments require students to meet certain standards of scholarship in order to remain eligible for financial assistance. These standards are based on the number of credits attempted each semester (Pursuit of Program), the number of credits accumulated each semester, and the cumulative index earned while doing so. The standards for the state and federal governments differ. A complete explanation of these standards is found in the Appendix.

Maximum Credits per Semester

For undergraduate degree candidates, 12 credits is the minimum for full-time status; 15 credits per semester is considered a “typical” course load. Fifteen credits per semester is required to accumulate 120 credits in four years (without attending special sessions). Eighteen credits is the maximum number normally allowed during a regular semester. Students may be permitted to enroll for additional credits, however, depending on their class status and their cumulative index, based on guidelines established by the College Senate (see Your Right to Know & Academic Policies Handbook for these rules).

Auditing Courses at SUNY Brockport:

Auditing a course allows a person to regularly attend and participate in a course at SUNY Brockport without formal registration in the course. It is the only way that persons not registered for a course are allowed to regularly attend and participate. Any matriculated, registered SUNY Brockport student, faculty or staff member who are not also enrolled part-time, or any citizen of New York State who is 60 years of age or older are eligible to audit College courses. The prospective auditor must obtain the course instructor’s approval of the auditing arrangement in advance and submit the completed “Permission to Audit” form to the Office of Registration and Records. However, auditing is a privilege and no one can claim a right to audit any specific course at a specific time.
**Schedule Changes: Adding/Dropping, Withdrawing, Separation, Leaves of Absence**

College policies govern schedule changes by adding or dropping courses, or withdrawing from courses. All of these changes have deadlines scheduled at various points in each semester. The student is always personally responsible for submitting schedule changes to the College Registrar using the required forms (or through on-line schedule changes). Permissions and/or advisor approval may be required for some schedule changes. Students should be aware that individual course instructors at SUNY Brockport are not allowed to drop or withdraw students who do not attend after registering for classes. Students who remain registered for any course(s) but do not attend and participate will receive failing grades. Students can withdraw simultaneously from all courses and separate from the College at any time during a semester through the Friday before the last week of classes. The Separations Office in the Rakov Center processes requests for official separation and withdrawal from all courses, as well as leaves of absence.

For deadlines and other information on schedule change policies, please see the *Schedule of Classes* for each semester and *Your Right to Know & Academic Policies Handbook*.

**Academic Probation and Dismissal**

In order to earn a baccalaureate degree at SUNY Brockport, a student must complete all degree requirements with a minimum cumulative index of 2.0 or better. Students whose cumulative index falls below 2.0 will be placed on academic probation and will be subject to dismissal if good academic standing is not regained within a specified period of time. Special policies including dismissal without probation apply for first semester freshmen and first semester transfer students who earn less than a 1.0 GPA.

**Transfer Credits**

SUNY Brockport awards transfer credit for course work completed at institutions accredited by a regional accrediting body as defined by the Council on Postsecondary Accreditation (COPA), such as the Middle States Association of Colleges and Schools.

Course work completed at institutions accredited by other recognized boards that are constituent members of COPA will be considered on a course-by-course basis. Acceptance of courses will be based upon subject matter and relationship to established programs. Work taken at institutions not under the aegis of COPA will not be granted transfer credit.

A maximum of 90 credits may be transferred to SUNY Brockport toward the baccalaureate degree, no more than 64 credits of which may be earned at two-year colleges. For students transferring the maximum of 90 credits, there is no assurance, however, that their degree program can be completed within the minimum of 120 credits. The actual number of credits remaining to be completed will depend on the program selected and the nature of the credits transferred. (Note: Residency Requirement for Majors and Minors, below.)

Passing grades below “C” will be accepted for transfer credit provided that the total cumulative index for all courses transferred does not fall below the minimum 2.0 required of all entering transfer students. While transferred grades below “C” will apply to general SUNY Brockport requirements, they may not meet the requirements for a specific program, such as an academic major or teacher certification. Students should be aware that they will lose credit for a transferred course if they complete any equivalent course after coming to SUNY Brockport. The College allows students to repeat a course in the effort to improve their grade. However, the most recent course grade, whether higher or lower, is the one counted for credit in the student’s program of study.

A complete explanation of transfer credits as they apply to SUNY Brockport’s General Education Program requirements will be found in the General Education section of this chapter.

**Second Baccalaureate Degree**

Students may pursue a second baccalaureate degree, either concurrently with the first, or consecutively, provided that the second degree is in an essentially different area of study. Students pursuing both degrees concurrently must complete a minimum of 30 credits in addition to those required for the first degree, and must fulfill all prerequisite, corequisite and major requirements for the second degree program. Courses used to meet General Education, liberal arts, and upper-division requirements may be applied to both programs.
Students in pursuit of a second baccalaureate degree who already hold a degree must complete a minimum of 30 credits, and meet all prerequisite, corequisite and major requirements for the second degree. Those holding the BA, BS or the BSN from Brockport, or a professional degree from any other accredited institution, must meet all General Education, liberal arts, and upper-division requirements in effect at the time of matriculation. For these students, transfer credits may be used to fulfill all General Education and College-wide requirements.

The Academic Major, Minor and Residency Policy
All degree programs at SUNY Brockport require the successful completion of an academic major, which is a concentration of courses in an approved academic area. The courses to be completed for most majors are from a single department, but a few majors are interdisciplinary in content and draw upon two or more departments for their courses. The typical major requires 30 to 36 credits, and 2.0 or higher GPA in the major courses although some require more. Some majors have prerequisite and corequisite courses in addition to those specified for the major program itself. A detailed description of the requirements for each major will be found in this catalog under “Academic Departments and Programs.” (Note: Residency Policy for Majors and Minors, below.)

Academic minors permit a student to pursue an area of particular interest, or to expand career opportunities. Students may elect a maximum of two minors. A minimum GPA of 2.0 in the courses counted to the minor is required. (Note Residency Policy for Majors and Minors below.)

The General College Residency Policy requires that student candidates for a second degree complete a minimum of 30 credits at SUNY Brockport to obtain a degree. These credits must include at least 15 credits needed for a major and, where applicable, at least half the credits for a minor and for a certification program. A student may petition the appropriate department or program for a reduction in the minimum number of Brockport credits required to meet the program requirements in that unit.

Additional Majors
Students currently in pursuit of a baccalaureate degree may elect a second major, following the same procedures involved in declaring and pursuing the first. Second majors must be approved in the same degree (BA, BS) as the first major.

Certificate of Completion of a Second Major
Baccalaureate degree holders who wish to pursue an additional academic major, rather than a second baccalaureate degree, will be candidates for a Certificate of Completion of a Second Major. Specific requirements for the certificate will be established by the relevant academic department and will be described in the Additional Major Contract provided to the student. Such students will register as non-matriculated graduate students, but will be charged undergraduate tuition.

Undergraduates Taking Graduate Courses
Graduate courses at the 500 level may be taken by matriculated SUNY Brockport undergraduates who:

1. Obtain the permission of the College registrar, the course instructor and the department chairperson of the graduate program offering the course.
2. Have a cumulative grade point average of at least 3.0.
3. Have successfully completed 90 undergraduate credits.
4. Will not exceed the total of nine hours of graduate credit allowed for an undergraduate student.

Undergraduates may not enroll in 600-level graduate courses.

Graduate credit earned while an undergraduate cannot be applied to the student’s undergraduate degree, but may be applied to a graduate degree program at SUNY Brockport at some future time if the student matriculates into a graduate program (contingent on program requirements in effect at the time). Students should be aware that earning graduate credit while an undergraduate is not a guarantee of future admission into any graduate degree program at SUNY Brockport.
Undergraduate students should confer with a financial aid officer to determine the impact of taking graduate courses on their financial aid status.

**Cross-registration**
SUNY Brockport students are permitted to take courses at other Rochester-area colleges under tuition paid to Brockport, subject to certain conditions. To be eligible, one must be a full-time, registered, matriculated undergraduate student at Brockport, and the course selected must not be available at Brockport.

**Grading System**
SUNY Brockport uses a grading system typical of many colleges and universities, awarding a letter grade of “A” through “E” to indicate the level of accomplishment in each course for which a student is registered. Each letter grade carries quality points which are the basis for computing a semester and cumulative index, also referred to as a grade point average (GPA). The letter grades and their associated quality points are as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Level of Accomplishment</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Highest level of work</td>
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</tr>
<tr>
<td>A–</td>
<td></td>
<td>3.67</td>
</tr>
<tr>
<td>B+</td>
<td></td>
<td>3.33</td>
</tr>
<tr>
<td>B</td>
<td>Better than average work</td>
<td>3.00</td>
</tr>
<tr>
<td>B–</td>
<td></td>
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<td>2.33</td>
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<tr>
<td>C</td>
<td>Average work</td>
<td>2.00</td>
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<tr>
<td>C–</td>
<td></td>
<td>1.67</td>
</tr>
<tr>
<td>D+</td>
<td></td>
<td>1.33</td>
</tr>
<tr>
<td>D</td>
<td></td>
<td>1.00</td>
</tr>
<tr>
<td>D–</td>
<td>Minimum level of passing work</td>
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<tr>
<td>E</td>
<td>Failing work</td>
<td>0.00</td>
</tr>
</tbody>
</table>

In academic programs or policies which require a “C” or better level of work as a minimum, a grade of “C–” is not acceptable unless specifically indicated.

Quality points are based upon each credit of work. Thus, a three-credit course graded “A” earns a student 12 quality points.

The letter grades described above contribute to a student’s cumulative index, and are therefore known as indexable grades. An alternative grading system allows courses to be taken on a Satisfactory/ Unsatisfactory (S/U) basis. Such courses are not computed in the cumulative index, and are known as non-indexable grades. Students may ordinarily only choose the Satisfactory/ Unsatisfactory grading system for electives, may only take such courses during their junior and senior years, and may take no more than one per semester.

A complete explanation of the policies and procedures concerning grades appears in the *Your Right to Know & Academic Policies Handbook*, including procedures for dropping or withdrawing from a course, for obtaining a grade of Incomplete, and for appealing a given grade.

**Academic Advisement**
Freshmen are advised by the instructor of their Academic Planning Seminar, who will continue as their advisor until an academic major is chosen. At that time, students are assigned an advisor from the appropriate academic department. Transfer students who have not declared an academic major will be advised by the Office of Academic Advisement, upon request.

All matriculated students, whether full-time or part-time, are required to obtain the written approval of their academic advisor in order to register for courses for the succeeding semester. Advisor approval is provided either through the Undergraduate Advisement Preregistration form (for in-person registration) or a special code number (used for on-line registration).

Students are also provided access to a Degree Audit Report System (DARS) that can be accessed by computer at anytime. DARS provides up-to-date account of the students requirements for graduation. Students should check DARS at least once per semester.
While SUNY Brockport provides each matriculated student with an academic advisor and a variety of services and procedures to assist in reaching academic goals, the final responsibility for meeting all graduation requirements remains with the student.

**Sources of Information on Academic and College Policies**

Students should be aware that the College publication entitled *Your Right to Know & Academic Policies Handbook* provides additional information on academic policies and College policies in general. The College expects students to be aware of College policies and to familiarize themselves with the content of the catalog, *Your Right to Know & Academic Policies Handbook* and the semesterly *Schedule of Classes*.

**Confidential Nature of Student Records**

1. Academic records may be released, without the student’s consent, for such purposes as legitimate research that do not divulge the student’s name, and for scholarship, grant or award information.

2. Permanent academic records shall be released for use outside of the State University of New York at Brockport only with the student’s written consent or without consent in response to legal subpoena.

3. Faculty and appropriate College officials, as designated by the President of SUNY Brockport, shall have access to academic records for such purposes as counseling, certification, or academic advising. These persons will respect the right to privacy and access student records only as directly applicable to their functions as an employee of the College.

**Note:** Please refer to *Your Right to Know & Academic Policies Handbook* for a more detailed explanation of student records and “directory information.” This is found in that publication under the section entitled “Policies and Procedures for the Implementation of the Family Educational Rights and Policy Act of 1974.”

**ACCREDITATION OF THE COLLEGE AND PROGRAMS**

SUNY College at Brockport is accredited by the Middle States Commission on Higher Education, 3624 Market St., Philadelphia, PA, 19104-2680; (215) 662-5606, and the Board of Regents of the University of the State of New York.

In addition, the following individual undergraduate and/or graduate programs are accredited by other accrediting agencies:

- **Athletic Training:** Commission on Accreditation of Allied Health Education Programs
- **Business Administration and Economics:** Association to Advance Collegiate Schools of Business (AASCB)
- **Chemistry:** American Chemical Society
- **Computer Science:** Computing Accreditation Commission of the Accreditation Board for Engineering and Technology (ABET)
- **Counselor Education - College Counselor and School Counselor Emphases:** Council for the Accreditation of Counseling and Related Educational Programs (CACREP)
- **Dance:** National Association of Schools of Dance (NASD)
- **Nursing:** Commission on Collegiate Nursing Education (CCNE)
- **Public Administration:** National Association of Schools of Public Affairs and Administration (NASPA)
- **Recreation and Leisure Studies (Undergraduate):** National Recreation and Park Association/American Association for Recreation and Leisure (NRPA/AARL)
- **Social Work:** Council on Social Work Education (CSWE)
- **Teacher Education (All Programs):** National Council for Accreditation of Teacher Education (NCATE)
- **Theatre:** National Association of Schools of Theatre (NAST)
### Baccalaureate Degrees (BS, BA, BFA, BSN)

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Degrees</th>
<th>HEGIS Code</th>
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<tbody>
<tr>
<td>Accounting</td>
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<tr>
<td>African and Afro-American Studies</td>
<td>BS/BA</td>
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<td>Anthropology</td>
<td>BS/BA</td>
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<td>Art-Studio</td>
<td>BS/BA</td>
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<tr>
<td>Studio Art</td>
<td>BFA</td>
<td>1002</td>
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<tr>
<td>Biological Sciences</td>
<td>BS/BA</td>
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<td>0506</td>
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<td>Chemistry</td>
<td>BS/BA</td>
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<td>Communication</td>
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<td>0601</td>
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<td>Computational Science</td>
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<td>0799</td>
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<tr>
<td>Computer Science</td>
<td>BS/BA</td>
<td>0701</td>
</tr>
<tr>
<td>Criminal Justice</td>
<td>BS</td>
<td>2105</td>
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<tr>
<td>Dance</td>
<td>BS/BA/BFA</td>
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<tr>
<td>Earth Science</td>
<td>BS/BA</td>
<td>1917</td>
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<tr>
<td>English</td>
<td>BS/BA</td>
<td>1501</td>
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<tr>
<td>Environmental Science</td>
<td>BS</td>
<td>0420</td>
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<tr>
<td>Finance</td>
<td>BS</td>
<td>0504</td>
</tr>
<tr>
<td>French</td>
<td>BS/BA</td>
<td>1102</td>
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<tr>
<td>Geology</td>
<td>BS/BA</td>
<td>1914</td>
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<tr>
<td>Health Science</td>
<td>BS/BA</td>
<td>1299</td>
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<tr>
<td>History</td>
<td>BS/BA</td>
<td>2205</td>
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<tr>
<td>Interdisciplinary Arts</td>
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<td>1001</td>
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<tr>
<td>International Business and Economics</td>
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<td>0513</td>
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<tr>
<td>International Studies</td>
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<td>2210</td>
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<tr>
<td>Journalism</td>
<td>BS/BA</td>
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<td>Marketing</td>
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<td>0509</td>
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<td>Mathematics</td>
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<td>Physics</td>
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<td>Political Science</td>
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<tr>
<td>Professional Accounting (5 year)</td>
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<td>Psychology</td>
<td>BS/BA</td>
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<tr>
<td>Recreation and Leisure Studies</td>
<td>BS</td>
<td>2103</td>
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<td>Social Work</td>
<td>BS</td>
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<tr>
<td>Sociology</td>
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<td>Spanish</td>
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<td>Theatre</td>
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<td>Water Resources</td>
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<td>Women's Studies</td>
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### UNDERGRADUATE PROGRAMS LEADING TO INITIAL EDUCATIONAL CERTIFICATION

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<tr>
<th>Certification Title</th>
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<tr>
<td>Biology and General Science 7–12*</td>
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<tr>
<td>Chemistry and General Science 7–12*</td>
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<tr>
<td>Childhood 1-6***</td>
<td>BS/BA</td>
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<tr>
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<tr>
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<tr>
<td>Spanish 7–12*</td>
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<td>105.01</td>
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*Programs include Middle Childhood Extension to grades 5-6 and Students with Disabilities 7-12 initial certificates

**Program includes Students with Disabilities 1-6 initial certificate

**Note:** General Science 5-6 Extension and General Science 7-12 Extension certificates are available with all science education programs

### DEGREES AWARDED AND POST-MAster’S Certificates (MA, MS, MFA, MPA, MSED, MSW, ADVCRT)

<table>
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<tr>
<th>Department</th>
<th>Award</th>
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<tbody>
<tr>
<td>Art (Visual Studies)</td>
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<tr>
<td>Biological Sciences</td>
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<td>Counselor Education</td>
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<td>Mental Health Counseling</td>
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<td>Education and Human Development</td>
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<td>Social Work</td>
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<td>2104</td>
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</tbody>
</table>

\(^1\)HEGIS: Higher Education General Information System
**GRADUATE CERTIFICATION PROGRAMS**

SUNY College at Brockport offers programs leading to initial or professional teacher certification. Many of these programs may also be completed for permanent teacher certification. In New York state, the first level of certification is titled *initial certification*. SUNY Brockport offers several graduate programs for individuals pursuing their first teaching certificate. For individuals who currently possess either a provisional (pre-February 2, 2004) or an initial (post-February 2, 2004) teaching certificate, SUNY Brockport offers several graduate programs registered to fulfill the education requirement for permanent or *professional certification*. Additionally, SUNY Brockport offers graduate programs for currently certified teachers leading to an extension or additional initial certification. These programs include Bilingual Education, Childhood Literacy, and Childhood Special Education. These graduate programs also meet the education requirement for permanent or professional certification. Additional state certification requirements exist in the areas of paid professional experience and testing. Contact the Office of Certification at SUNY Brockport, your local BOCES, or the New York State (NYS) Department of Education Web site at [www.highered.nysed.gov/tcert](http://www.highered.nysed.gov/tcert) for additional certification information.

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<td>1905.01</td>
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<td>Dance, PreK-12</td>
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<tr>
<td>Earth Science and General Science, 7-12</td>
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<td>Health Education, PreK-12</td>
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<td>Mathematics, 7-12</td>
<td>MSEd</td>
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<td>Physics and General Science, 7-12</td>
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<td>Social Studies, 7-12</td>
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<th>Provisional Certification</th>
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<tr>
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<td>Chemistry and General Science, 7-12</td>
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<td>Childhood Education, 1-6</td>
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<td>Childhood Special Education, 1-6</td>
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<td>Earth Science and General Science, 7-12</td>
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<td>ADV CRT</td>
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<td>School Counselor</td>
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<tr>
<td>Social Studies, 7-12</td>
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HEGIS (Higher Education General Information Survey) code numbers are used to identify academic major programs throughout US colleges and universities.

With middle childhood extension to grades 5-6 and Students with Disabilities 7-12 initial certificates.

The School Counselor Program leads to provisional certification at the master’s level and permanent certification on completion of the Certificate of Advanced Study.

This program leads to an initial certificate or extension upon completion of the degree; however, this master’s program may also apply toward the NYS education requirement for permanent or professional certification in all certificate titles held by the graduate.

The School Building Leader program leads to initial certification on completion of the Certificate of Advanced Study.

These programs lead to professional certification on completion of the Certificate of Advanced Study.

PROFESSIONAL EDUCATION UNIT

The Professional Education Unit, created in 1999, is comprised of the six departments responsible for educating teachers, school counselors and educational administrators. The departments are: Counselor Education, Dance, Educational Administration, Education and Human Development, Health Science, and Physical Education and Sport. The dean of the School of Professions serves as the Unit Head. The Professional Education Council is responsible for assuring that the programs in the Unit are guided by the College mission, Unit mission, shared vision, and the regulations of the State of New York. The council members represent the six academic departments, the Office of Graduate Studies, the liberal arts and sciences, arts and performance, and the Office of Field Experience. The Professional Education Unit is fully accredited by the National Council for Accreditation of Teacher Education (NCATE).

Teacher Preparation

SUNY Brockport offers undergraduate teacher preparation for students seeking a career in the teaching profession. Students complete a Bachelor of Arts or a Bachelor of Science in one of the academic majors, in conjunction with a teacher education program leading to certification. Each program provides opportunities for early participation, observation, or tutoring experiences, and culminates in a teaching experience in an area public school.

Graduates of SUNY Brockport are, in the broad sense, liberally educated persons with in-depth knowledge in the area of their academic majors. Those who complete one of the College's teacher preparation programs are, in addition, provided with the skills that are necessary to foster learning in an often culturally, socially and intellectually diverse group of students.

Teacher Certification

Students who complete a degree from SUNY Brockport that includes an approved program of teacher preparation for certification are eligible for the College’s recommendation for a teaching credential. Approved programs satisfy New York state academic requirements and, under the terms of the Interstate Agreement, the academic requirements for an initial certificate in many other states. The Application for Certificate should be filed with the College's Office of Certification during the semester in which the student is completing degree requirements.
The New York State Education Department requires that all candidates for an initial teaching certificate achieve satisfactory scores on the Liberal Arts and Sciences Test (LAST), the Assessment of Teaching Skills-Written (ATS-W), and the Content Specialty Test (CST) of the New York State Teacher Certification Examinations.

Information regarding New York state certification policies and procedures may be obtained from the SUNY Brockport Office of Certification. Information concerning Brockport’s professional education programs is available from the Departments of Education and Human Development, Physical Education, Health, and Dance.

**Program Completer Pass Rates for 2004-2005**

<table>
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<tr>
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<th>Passing Rate for Assessment of Teaching Skills Written (ATS-W)</th>
<th>Passing Rate for Arts &amp; Science Test (LAST)</th>
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<tbody>
<tr>
<td>SUNY College At Brockport</td>
<td>98%</td>
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<tr>
<td>New York Statewide Total</td>
<td>99%</td>
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The Title II data shown above is the most current available at the time of this catalogue’s publication. Updated data, as it becomes available, can be obtained by calling the SUNY Brockport Office of Certification, **(585) 395-2344**.