

Marlboro High School

Student/Parent Handbook And Registration Guide For

SUNY Ulster

Ulster County Community College

COLLEGIAN PROGRAM

College Credit Earned While Attending Classes at Your High School

2017-2018 ACADEMIC YEAR

Spring Edition

Director: Cornelia Denvir
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Deadline for Registration is Thursday March 8, 2018

Welcome to SUNY Ulster!

Start Here. Go Far.

My name is Cornelia Denvir, and I am the Director of the SUNY Ulster Collegian Program. I am so pleased you are interested in taking a SUNY Ulster course. Congratulations on your willingness to take on a challenging college curriculum right in your high school. This opportunity has many advantages such as:

- **Becoming a more attractive college candidate by accepting the challenge of taking college level courses in high school.**
- **Possibly graduating from college earlier by earning transferable credits.**
- **Lightening the first or second semester course load in college and relieving some of the pressure and stress in the first year.**
- **Having the time to take more electives in college, earn a double major, do a special work internship, or spend a semester abroad by starting early in high school.**
- **Saving money by reducing future college costs.**

About SUNY Ulster:

SUNY Ulster is dynamic, comprehensive community college, located in the heart of the Hudson River Valley, and serves over 11,000 credit and noncredit students each year. SUNY Ulster is a student-centered community college providing innovation and excellence in learning.

A unit of the State University of New York (SUNY), SUNY Ulster is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools, www.msche.org. The Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Commission on Recognition of Postsecondary Accreditation.

The College's Nursing Program is accredited by the National League of Nursing Accrediting Commission (NLNAC,) and the Veterinary Technology Program is accredited by the American Veterinary Medical Association. In addition, Engineering Science is affiliated with the Two-Year Engineering Science Association (TYESA) and the Association of Engineering Colleges of New York State (AECNYS).

Our Mission Statement

SUNY Ulster is a comprehensive community college dedicated to providing high-quality and cost-effective learning experiences that meet the educational, professional, and individual goals of our students. Responsive to the broader economic and regional needs of our community, SUNY Ulster prepares students for the challenges and opportunities of tomorrow in a diverse, ever-changing, and interconnected global community.

Overview of the Collegian Program

Concurrent enrollment is becoming a nationwide trend as high schools seek to enrich the curriculum for qualified students and as colleges strive to enroll students who are prepared for the rigors of higher education. The Collegian Program is a concurrent enrollment program, allowing students to earn college credit and high school credit through college courses taken in the high school.

Through the cooperation of the State University of New York (SUNY), SUNY Ulster, and local high schools, concurrent-credit programs have been developed to provide qualified students with an opportunity to enroll in select college courses and gain advanced standing or college credit. These classes afford the high school student additional course choices as well as course enhancement. They may be an alternative to AP credit or taken in conjunction with AP courses. In addition, they can provide challenging motivation to the upper level student.

SUNY Ulster courses in the Collegian Program are taught by teachers at local high schools who have been approved by the college as adjunct level instructors. They are required to complete all SUNY Ulster requirements in accordance with the college's standard practices and procedures.

Since the program began, students have taken hundreds of classes for thousands of credits. Students in the Collegian Program are required to meet the standards SUNY Ulster maintains for all of its students. Coursework completed in the program is comparable to the academic expectations of on-campus classroom instruction. Collegian students are part-time, non-matriculated SUNY Ulster students. Collegian students are encouraged to come on campus and obtain a SUNY Ulster ID, utilize our library and take part in campus activities as a SUNY Ulster student

While specific classes vary from high school to high school, classes include College English, American History, Computer Art, Psychology, Accounting, Criminal Justice, Math, General Biology, Spanish, and Computer Applications for Business.

Collegian students are entitled to access the **SUNY Ulster portal called MySUNY Ulster and use the MY.SUNYUlster e-mail system.** All students will be receiving correspondence concerning the portal use. The SUNY Ulster portal provides a wealth of information as well as access to your final grades.

Collegian students are expected to adhere to all SUNY Ulster policies that pertain to Academic Honesty and Classroom standards. These policies and procedures are found in the SUNY Ulster College catalog located on the SUNY Ulster website –<http://sunyulster.edu/>

STUDENT ELIGIBILITY REQUIREMENTS:

Enrolled students should be high school students in good standing, and meet both the high school and SUNY Ulster Academic Department requirements.

Schools currently participating in the Collegian Program:

<i>John A. Coleman Catholic High School</i>	<i>Ellenville High School</i>	<i>Highland High School</i>
<i>Hudson Valley Pathways Academy</i>	<i>Kingston High School</i>	<i>Marlboro High School</i>
<i>The Mount Academy</i>	<i>New Paltz High School</i>	<i>Onteora High School</i>
<i>Rondout Valley High School</i>	<i>Saugerties High School</i>	<i>Ulster BOCES Career and Technical School</i>
<i>Ulster BOCES New Visions</i>	<i>Wallkill High School</i>	<i>Woodstock Day School</i>

REGISTRATION DEADLINE: March 8th 2018

Upon registration, you become a SUNY Ulster student, and therefore must adhere to certain SUNY Ulster policies, procedures and deadlines. Deadline for registration is March 8th

Withdrawal Policy

Withdrawal Deadline for a full year course that began in September: March 15, 2018
Withdrawal Deadline for a ½ year course that began in January: April 27, 2018

Students who withdraw from a Collegian course are not entitled to a refund, and their SUNY Ulster transcript will show a "W" as a course grade. Withdrawal forms are necessary and available from your guidance office or by contacting Cornelia Denvir at denvirc@sunyulster.edu.

Tuition

Tuition is based on the number of credit hours designated for each course. Collegian students currently pay a non-refundable **\$65 per credit hour**. This is a great savings and offers an affordable jumpstart on your college education. (Students eligible for free/reduced lunch pay tuition at the rate of \$5 per credit hour.) Verification of this eligibility will be done after registration. False reporting of this will result in a possible withdrawal from the course and a hold on all records.

Credit Transfer

Collegian credits may be accepted by other institutions several ways:

1. Credit hours may be directly transferred toward your chosen degree.
2. They may be accepted as elective credits.
3. They may exempt you from taking a required course, or they may make you eligible for placement into a higher level course.
4. They may provide advanced standing when applying to colleges and universities.

(Please note: A grade of "C" or better is usually required for transfer)

Other Important Information:

- While many colleges and universities accept SUNY Ulster credits, be aware that specific conditions for transfer may exist. We encourage you to contact prospective colleges/universities to discuss Collegian course transferability.
- It is solely the decision of the receiving college whether to accept transfer credit.
- SUNY Ulster highly recommends maintaining a complete portfolio of all your course materials to verify the quality of work covered in the Collegian program. The portfolio should consist of the course syllabi, all the work you produced during the Collegian course, as well as instructor handouts and notes pertaining to the course.

Transcript Request:

There are two ways students can request official copies of the SUNY Ulster transcript: electronic and written.

Electronic

1. Log onto MY.SUNYULSTER.EDU with your SUNY Ulster ID and password
2. Go to the **STUDENT RESOURCES** tab
3. Go to the box labeled **REGISTRATION TOOLS** in the upper left hand side of the screen
4. Click on **OFFICIAL TRANSCRIPT REQUEST** and read the instructions carefully.

Written

Complete a transcript request form, available from SUNY Ulster's Registrar's Office, or submit a written request to the SUNY Ulster Registrar at 491 Cottekill Road, Stone Ridge, New York 12484. Telephone and email requests cannot be accepted. Written requests should include:

1. Student's full name as it appears on SUNY Ulster's records, and any name change since leaving the College.
2. Date of birth
3. Social Security number
4. A photocopy of a photo ID
5. Telephone #, in case of questions
6. Name/Address the transcript is being sent to
7. Student's signature

There is a nominal fee for official transcripts. **DO NOT ATTEMPT TO USE YOUR HIGH SCHOOL TRANSCRIPT TO TRANSFER COLLEGE CREDIT.**

Most State University of New York (SUNY) system colleges accept Collegian Program credits and post them to the student's permanent records, although not all posted courses may meet specific major and degree requirements.

SUNY Ulster Collegian Program Contact Information

Registrar's Office	845-687-5075
Student Accounts Office	845-687-5099
Collegian Program Coordinator	845-687-5034

Collegian Student Registration

Spring Registration Deadline: Thursday March 8, 2018

Registration for SUNY Ulster Collegian Courses is done electronically through the SUNY Ulster website - www.sunyulster.edu. Payment is expected at the time of registration via credit card.

To Register:

- Go to the SUNY Ulster Website: www.sunyulster.edu and
- Click on Admissions at top of page
- Click Special Programs:
(the direct link is http://www.sunyulster.edu/admissions/special_programs/)
- Click on Collegian Program
- Read the text regarding the Collegian Program carefully and when you are ready, click "Register Now" to sign up for class(es).
- Select the High School you attend. If you are taking course through BOCES and or New Visions, you must register and pay separately for those courses via the BOCES and New Visions high school link.
- Select courses
- Fill in all personal information requested. Note: Social Security Number is required. Please be mindful of punctuation. Capitalize only the first letters of names and insert a space between names. Use proper punctuation and capitalization in address fields.
- Complete the payment information and submit. A confirmation e-mail will be sent. If you do not receive an e-mail, you are not registered.

Tuition is a non-refundable \$65 per credit or \$5 per credit for those on free and reduced lunch. Please self-identify eligibility for free and reduced lunch. This eligibility will be verified by high schools soon after registration. False reporting of this will result in a possible withdrawal from the course and a hold on all records until payment is made in full.

Questions or concerns can be directed to the Collegian Program Director, Cornelia Denvir.
SUNY Ulster Stone Ridge, NY 12484 845-687-5034 denvirc@sunyulster.edu

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Collegian Offerings

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Course CRN#	Course Code and Section	Course Name	Credits	Term	Instructor
21650	AST 101-76	Solar System Astronomy	3	Spring	R. DeMarco
20652	BIO 106-76	General Biology II	4	Spring	P. Carofano
21653	ECO 101-76	Introduction to Macroeconomics	3	Spring	B. Barbulean
22654	ENG 102-76	College English II	3	Spring	M. Rantinella
21655	HIS 104-76	American History II	3	Spring	S. DeGeorge