

ADMISSION INFORMATION

College Policy

The college considers applicants without reference to race, color, religion, national origin, sex, age, handicap, sexual orientation, marital or parental status. The credentials of each applicant are evaluated on an individual basis and admission is granted to those who have the potential for success in the curriculum of their choice.

Students are admitted to specific curricula rather than to a general freshman program. Although an interview is not required for admission to the college, students are encouraged to visit the campus during the admission process. A recommendation is not required. If a student feels that a recommendation from a guidance counselor, faculty member or employer would provide beneficial information to the admissions committee, such recommendation should be sent directly to the Admission Office.

How to Apply

1. Obtain a SUNY application from any New York state high school guidance office, or call the Morrisville State College Admission Office at 800-258-0111 for a Morrisville-specific application.
2. Enclose an official high school transcript including courses in progress and most recent marking-period grades.
3. Refer to the entrance requirements in the high school preparation section of this catalog or in each curriculum outline.
4. Submit the completed application with transcript and application fee to SUNY ASC, at the address provided on the application, OR
5. Apply online at www.morrisville.edu and send all official transcripts to the Morrisville State College Admission Office.

Applicants are accepted on a rolling admissions basis, with decisions made in the order in which the Admission Office receives all information necessary to make an admission decision. State University of New York (SUNY) application forms and application instructions are available from high school guidance offices and from the college. The Morrisville State College code number is 96.

Applications should be sent to the Application Service Center in Albany, NY where the forms are processed and then forwarded to Morrisville State College. The forty dollar application processing fee should be mailed with the application, not sent to Morrisville State College.

Students who have an interest in Morrisville State College are encouraged to schedule an appointment to visit our campus before or at any time during the application process. Call 800-258-0111 to schedule a visit.

A.O.E Educational Opportunity Program (EOP)

The Educational Opportunity Program (EOP) is a coordination of supportive services designed to provide access to higher education for qualified New York State residents. The EOP takes the quintessential approach to fulfilling SUNY's policy that every student capable of completing a program of higher education shall have the opportunity to do so. Guided by this precept, the EOP provides academic and financial support to New York State residents with a high school diploma or its equivalent who show promise for mastering college-level work, but may otherwise not be admitted. The program, which is designed to provide students with a two- or four-year college education, serves students from a variety of circumstances that may present barriers to academic success.

The program is designed primarily to serve full-time students who are United States citizens or eligible non-citizens, residents of New York State, and are both educationally and economically disadvantaged. "Educationally disadvantaged" is defined as a student who lacks regular qualifications for admission to the college. "Economically disadvantaged" is determined by family income and size of family, according to criteria issued by the State Education Department.

Persons applying for EOP should:

1. File a SUNY application (see previous section on how to apply). Applications may be obtained at high school guidance offices, Educational Opportunity Centers (EOC), Talent Search Programs, or Upward Bound Programs.
2. File a Free Application for Federal Student Aid (FAFSA), with the Mt. Vernon, Illinois processing center.
3. Documentation of family and/or individual income is required. Contact the college Financial Aid Office, 800-626-5844 or Admission Office, 800-258-0111, for acceptable forms of documentation.

Financial aid to an EOP student is based on need. Students must apply for the Tuition Assistance Program (TAP) and file a Free Application for Federal Student Aid (FAFSA).

Tutorial services and counseling are designed to aid students in adjusting to college and developing the academic skills necessary to be successful in their chosen curriculum.

A student who wishes to transfer to Morrisville State College as an EOP student must have been an EOP student at the initial college of attendance. The Educational Opportunity Program office is located in the Butcher Library, 315-684-6075. EOP is available to students at the main campus only.

Early Admission

The Early Admission Program at Morrisville State College is designed to serve academically above-average students with high school grade point averages of 85 or above, and whose SAT and/or ACT scores are above average (SAT of 1000; ACT composite of 22).

Early Admission Program students usually have been accelerated and have maximized their opportunities for AP courses or college-level courses in their high school. For many of these students, the appropriate next step would be to enroll at Morrisville State College to complete their senior year of high school with permission of the appropriate high school official.

Since requests for early admissions are unique, an admissions committee reviews the qualifications of each candidate. *Contact the Admission Office at 800-258-0111 for more information.*

Deposit Policy

Morrisville State College accepts students on a rolling admission basis and requests a deposit within 30 days of acceptance. The \$100 deposit—\$50 for tuition and \$50 for room—guarantees accepted students a place in their chosen major and a room in one of our ten residence halls. The deposit is fully refundable until May 1, should the student decide not to attend Morrisville State College. The student must notify the Business Office in writing to receive this refund.

A student who waits until after May 1 to pay a deposit may not have a place in a specific major if the capacity for that program has been reached. Once individual programs have reached capacity, students will be placed on a wait-list and contacted as space becomes available. You may contact the Office of Admission or Business Office with any questions regarding your deposit.

Matriculation Policy

A student who has successfully satisfied all admission requirements, is officially accepted into a degree program, and registers for 12 or more credit hours is a full-time, matriculated student. A student who has filed an application, successfully satisfied all admission requirements and is accepted into a degree program and registers for 11 or fewer credit hours is a part-time, matriculated student. Students should contact the Admission Office for additional information and instructions.

Continuing matriculated students who want to change their status from full-time to part-time or from part-time to full-time should do so through their school dean's office.

All part-time students who have successfully completed 21 credits must file their intent toward completion of a degree with the Admissions Office. Those indicating they are not interested in studying for a degree cannot graduate from the college. The State University application process must be completed before a student can graduate.

Interviews and Campus Tours

Interviews and campus tours are not required but are strongly encouraged. Campus tours are conducted daily and can be arranged by calling the Admission Office at 800-258-0111 or 315-684-6046. It is best to visit when the college is in session. If this is not convenient, visitors are welcome to arrange an appointment during college breaks. Visits are also available on selected Saturdays during the school year.

January Admission

Certain curricula will accept January admissions, depending on the classroom and laboratory space available in those curricula. Some curricula will require additional time to complete graduation requirements due to the sequencing of courses. For information on January admission, contact the Admission Office to be sure that openings are available in a particular program in January.

Part-Time Students

Part-time students are welcome and should contact the Admission Office for application procedures. Courses will be arranged through the appropriate school or through the Center for Lifelong Learning.

Credit by Examination

Credit by examination may be granted for satisfactory grades obtained on recognized standardized tests such as those offered under the College Level Examination Program (CLEP) or the Regents College Examination (RCE). In addition, credit by local examination is granted for a growing number of courses in each school. This permits advanced work or the selection of a desired elective. Evaluation of grades obtained on these tests, acceptability for degree credit, and other specialized requirements such as prerequisites for advanced work are determined by the appropriate academic dean.

Readmission/Reinstatement

A student who has lost matriculation as a result of academic dismissal will be considered for readmission/reinstatement by the college when:

- a.) The student completes six credit hours (at least two courses) of remedial course work at another institution with minimum grades of B or better in all courses, or
- b.) The student completes six credit hours (together or in sequence) at another institution, with minimum grades of C or better in each course.

All course work must have prior approval by the school dean.

NOTE: Readmission/reinstatement to matriculated status does not automatically reinstate eligibility for financial aid. Students must also meet New York State academic standing requirements and the standards of satisfactory progress for federal aid. Any questions regarding these policies should be directed to the Financial Aid Office.

Transfer

Students from accredited colleges may be admitted with advanced standing. To receive credit, a student must submit official transcripts of college-level work to the Admission Office at the same time they apply to the college.

High school transcripts are also required in most cases. In general, credit is granted for courses in which the student has earned a minimum grade of C or better when these courses are applicable to the curriculum for which

the student is applying. Courses are evaluated and credit is granted by the appropriate academic dean. Applicants are notified of the number of semesters required to complete their academic program on a full-time basis.

One-Plus-One Associate Degree Program

This is a course of study which leads to an associate in applied science degree, available through the cooperation between a local community college and a college of agriculture and technology. Students complete the first year at the local community college participating in the cooperative arrangement. The second year, one of specialization, is taken at the college of agriculture and technology.

During the first year of a one-plus-one program, students must notify the Morrisville State College Admission Office and submit a transfer application, including high school and college transcripts. The following programs are available at Morrisville and the community college indicated:

Community College	Curriculum Code	Curriculum
Herkimer	0570	Food Service Administration
Jefferson	0570	Food Service Administration

Two-Plus-Two Transfer Program

Many students, both with and without an associate degree, choose to attend Morrisville State College to complete a bachelor degree. A qualified student may enroll in one of the Morrisville associate degree programs and then seamlessly finish in a related bachelor degree program.

A student who has completed an associate degree may apply as a transfer student to any of the Morrisville bachelor degree programs. The college has agreements with a number of community colleges under which students complete the first two years of programs and then transfer at the junior level to Morrisville State College for the third and fourth years of specialization. These agreements range from formal, highly structured ones with specific course requirements, to informal and traditional arrangements where graduates of many programs are accepted at the junior level by the college of transfer. Any transfer student who has completed their associate degree with a 3.0 GPA is eligible for a \$1,000 (per year) Transfer Scholarship.

A student may choose to enroll in an associate degree program and then transfer to another college to finish a bachelor degree program that is not offered at Morrisville. The college has agreements with a number of colleges and universities under which students complete the first two years of study at Morrisville and then transfer at the junior level to another college or university for the third and fourth years of specialization. These agreements range from formal, highly structured ones with specific course requirements, to informal and traditional arrangements where graduates of many programs are accepted at the junior level by the college of transfer. For more information about any of the formal transfer agreements between Morrisville State College and other colleges, contact the Admission Office or refer to the articulation agreement section in this catalog.

Reserve Officer Training Corps (ROTC)

The Reserve Officer Training Corps programs of the United States Army and Air Force are available to Morrisville State College students. Both programs are designed to produce junior officers (second lieutenants) for their respective service. Programs of study vary from one to four years in length, all leading to a commission. Both programs also provide generous scholarship opportunities to finance undergraduate or graduate degrees.

Air Force

The Air Force ROTC program is available at Syracuse University. The traditional program consists of four years of academic and leadership courses, beginning in the freshman year. These courses are all taught at Syracuse University, and the students are required to provide their own travel between Morrisville State College and Syracuse to attend classes. During the summer between the sophomore and junior year, students are required to attend Field Training, a four week military encampment that must be successfully completed to continue in Air Force ROTC. Other programs, such as free-fall

and rising sophomore program, combat survival school, and jump school, are also available during the summer months, and are all voluntary. While the four year program is traditional, arrangements can be made for sophomores and juniors who wish to join Air Force ROTC and seek a commission in the Air Force.

Any student at Morrisville State College is eligible to participate in Air Force ROTC at Syracuse University. There is no charge for enrollment, and all text books are provided to the student at no cost. Uniforms are also provided at no cost, only a deposit is required. To successfully complete the program and be commissioned as a second lieutenant in the Air Force, cadets must meet all academic, medical, and physical standards, and meet the degree requirements of Morrisville State College. High school students applying for Air Force ROTC scholarships are eligible for four-year, full tuition scholarships, which also provides \$750/year for books and up to \$500/month stipend. Any Utica College freshman or sophomore who joins and participates in Air Force ROTC is eligible to compete for a scholarship that will pay up to full tuition and fees. It would also provide the same funding for books and monthly stipend during the school year. Career opportunities in the Air Force include pilot, navigator, air traffic control, aircraft maintenance, nursing, communications and electronics, computer science, space and missile operations, civil, mechanical, aerospace, electrical engineering, logistics, personnel, finance, contracting, and security police. Opportunities also exist for lawyers, doctors, and numerous other specialties. Service obligations are four years for most careers upon commissioning. Rated careers such as pilot, navigator, and ABM have longer commitments after commissioning due to the extra schooling required to prepare for the career. Interested students should call (315) 443-2461, e-mail afdet535@syr.edu, or visit <http://afrotc.syr.edu> for more information.

Courses should be listed under Aerospace Studies.

Courses at SU:

Students in the Air Force ROTC program enroll in an aerospace studies (ASC) course each semester. ASC 205/PAF 275 and ASC 206/PAF 276 are taken during the first year and ASC/HST 295 and ASC/HST 296 are taken during the sophomore year. These courses compromise the general military course and meet one hour a week. During the junior year, students enroll in ASC 305/O&M 405 and ASC 306/O&M 406. During the senior year, they enroll in ASC 405/PAF 475 and ASC 406/O&M 476. These courses comprise the professional officer course, and each meets for three hours a week.

Army Reserve Officer Training Corps

Lieutenant Colonel Susan L. Hardwick
Professor of Military Science, Syracuse University
308 Archbold North, 315-443-2462

Morrisville State students are eligible to participate in Army ROTC through Syracuse University program at any of the following sites: Syracuse University, Colgate University, or Utica College. Syracuse University Army ROTC can provide transportation assistance when required.

Army ROTC emphasizes the development of leadership, problem solving and communication skills; the duties and responsibilities of leaders; the understanding of the fundamental concepts and principles of military art and science. Each Cadet develops a strong sense of personal courage, integrity, responsibility, duty, honor, and the requirements for national security.

Freshman MSL 101, 102 and sophomore 201, 202 students are initially enrolled in the basic course. Each class provides the student with coursework in leadership, problem solving and intra personal communication skills. Additionally, each student starts to develop physical fitness, first aid, and orienteering skills. The basic course does not obligate students to any military service and only requires two to three hours a week.

After successful completion of basic-course requirements, students can enroll in advanced ROTC, which requires five to six hours a week. In the junior year, MSL 301, 302 Cadets' continue to build on the skills learned during the basic course with advanced leadership studies. Junior students also take a

more active leadership role within the ROTC unit. These experiences prepare Cadets' for the Leadership Development Assessment Course, which takes place at Fort Lewis, Washington, the summer between the junior and senior year. Senior students 401, 402 continue to study military leadership and management, while taking complete leadership responsibility for the Cadet organization.

All Military Science students participate in a two-hour leadership laboratory each week. The Leadership Lab is a student planned and directed opportunity to develop the skills learned in the classroom. The lab period emphasizes leadership, communication, and problem solving using basic military subjects. Field training exercises are held once each semester. They introduce a wide range of military skills and stress practical application. Rappelling, land navigation, basic tactics, and rifle marksmanship are some of the topics taught at a number of sites in Central New York and Pennsylvania.

Interested students should contact 315-443-8233 or email: armyrotc@syr.edu

Course Descriptions (Listed as Military Science):

MSL 101/MSL 102/MSL 201/MSL 202: Basic Leadership Organization and mission of the US Army and Department of Defense, oral and written communication skills, time management, logic and reasoning, basic leadership theory.

MSL 301/MSL 302/MSL 401/MSL 402: Advanced Leadership
Advanced Leadership and management theory, mentoring and evaluation skills training, planning, staff operations, organizational leadership.

Concurrent Admissions Program

The Concurrent Admissions Program (CONAP) is conducted by colleges and universities that are members of the Service Members Opportunity Colleges. Concurrent with their enlistment in the Army, new soldiers are encouraged to apply for admission to Morrisville State College. Upon meeting satisfactory criteria for full or provisional admission, the soldier will be allowed to defer admission until completion of military service.

After completing a two-, three-, or four-year enlistment, the new veteran will be encouraged to enroll at Morrisville State College. This program also applies to soldiers enlisting in the Army Reserve. Those interested in the CONAP program are encouraged to contact the Admission Office.

Special Admissions Consideration

In 1998, SUNY applications began asking each applicant to answer questions regarding felony convictions or dismissal from college for disciplinary reasons. In compliance with SUNY policy and section 753 of the State of New York Corrections Law, any applicant answering "yes" to either of these questions will be required to provide further information to the Admission Committee for admission consideration. The information will be reviewed by a campus committee. The applicant may be requested to appear, and a decision to admit, deny admission, or admit with conditions will be made.

Morrisville State College is authorized under federal law to enroll international students. More than 75 international students are enrolled each year. International students should contact the Admission Office for information on the application process.

Morrisville State College does not consider an Individualized Education Program (IEP) diploma to be the equivalent of a high school diploma; therefore, the IEP diploma cannot be used for acceptance to the college. The Admission Office suggests that individuals with an IEP diploma do one of the following: remain in high school to obtain a regular diploma or obtain a General Equivalency Diploma (GED). Contact the Admission Office, 800-258-0111, with any questions.

Applicants who do not possess a high school diploma or equivalent, including those beyond the age of compulsory education, may be admitted if it can be

determined that they have the ability to complete college-level work. Applicants must achieve a passing score on a federally approved test, as approved by the Secretary of Education. This test helps determine the applicant's "ability to benefit" from a degree or certificate program at Morrisville State College.

The policy for the admission of students who lack a high school diploma or GED is as follows:

In order to be considered for admission to Morrisville State College, a student lacking either a high school diploma or a GED must:

- a) Have already taken the GED, but test scores are not yet available;
OR
- b) Be in a situation where there is no opportunity to take the GED until after the start of the next semester at Morrisville State College; AND
- c) Be a member of a high school class that has graduated. (Note: students seeking admission prior to the graduation of their class must present a letter signed by their school counselor and principal); AND
- d) Must meet the minimum scores on an approved Ability to Benefit test to receive federal financial aid.

NOTE: Federal financial aid regulations stipulate that persons admitted to the college under the Ability to Benefit provision must either complete their GED, or successfully complete 24 specific college academic credits, as set forth by the State Education Department, within one year from the date of their admission to the college to maintain their eligibility for financial aid.

Students admitted through the Ability to Benefit program may receive any of the financial aid for which they are eligible, for one academic year. After admission they must take the GED on the next available test date.

Students lacking a high school diploma or GED who are not seeking admission to either a degree or certificate program at Morrisville State College but who wish to take courses on a non-matriculated basis must obtain written approval as follows:

For main campus courses	Director of Admissions
For Norwich Campus courses	Dean, Norwich Campus

In all cases, students who do not matriculate must meet the minimum prerequisites for any course(s) in which they wish to enroll.

Additional Information

For information concerning part-time students, January admissions, credit-by-examination, transfer students, joint admissions, articulation agreements, or any other programs, please feel free to contact us.

Admission Office

State University of New York
College of Agriculture and Technology
P.O. Box 901,
Morrisville, NY 13408

315-684-6046 or 800-258-0111 FAX: 315-684-6427

Visit our Web site at: www.morrisville.edu

E-Mail us at: admissions@morrisville.edu