

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.

Morrisville State College does not offer open enrollment admissions. Students are admitted to specific curricula rather than to a general program. Although an interview is not required for admission to the college, students are encouraged to visit the campus during the admission process.

Admission is offered on a space available basis. All of the information provided is reviewed holistically to make the best decision possible for both the applicant and the college. Some programs may attain full enrollment and close throughout the year. Recommended minimum requirements are listed throughout the catalog. Meeting the minimum recommendations does not guarantee admission to the college.

How to Apply

Freshman Applicants

- Freshman applicants are able to submit either the Common Application or SUNY application. Please note that a supplemental application is also required.
- Freshman must submit official high school transcripts. High school students taking AP or college level coursework must provide appropriate scores/transcripts. Your full name must appear on all materials sent to the Admissions Office. If your transcripts have a different name than the one you used on your application (i.e. maiden name), please notify the Admissions Office.
- SAT/ACT examinations are required for both associate and bachelor degrees.
- A minimum of one letter of recommendation must be provided. Appropriate references include former teachers or school officials, employers, and organizations.

Candidates are evaluated for admission on a rolling basis. Notification of acceptance begins October 1 for spring applicants and November 1 for fall applicants. Students applying for admission as freshmen are encouraged to apply as early as possible during their senior year of high school.

Morrisville State College does not offer an open-enrollment policy. Admission is offered on a space-available basis. All of the information provided is reviewed holistically to make the best decision possible for both the applicant and the college. Some programs may attain full enrollment and close throughout the year. Recommended minimum requirements are listed throughout the catalog. Meeting the minimum recommendations does not guarantee admission to the college.

Students who have an interest in Morrisville State College are encouraged to schedule an appointment to visit the campus before or at any time during the application process. Please call 315-684-6046 to schedule a visit.

Transfer Applicants

Students who wish to transfer to Morrisville State College from another college or university should follow these guidelines:

- Candidates are evaluated for admission on a rolling basis. Transfer applicants are encouraged to apply as early as possible. Notification of acceptance for the fall semester begins November 1. Notification for the spring semester begins October 1. Transfer applicants are able to submit either the Common Application or SUNY application. Please note that a supplemental application is also required for the Common Application.

- If you will be attending the Norwich Campus, check the appropriate box on the Common Application supplemental form or indicate "NORWICH" under "special campus project" on the "my campus selections" page of the SUNY online application.
- Please forward all official high school and college transcripts to the Admissions Office for evaluation.

SAT/ACT scores are required for all transfer applicants considering an associate or bachelor degree program and who have not completed 24 college credits. A minimum of one letter of recommendation must be provided. Appropriate references include former teachers or school officials, employers, and organizations. Candidates who are interested in enrolling in the Educational Opportunity Program (EOP) must have transferred from an equivalent EOP, HEOP or SEEK program. Candidates are evaluated for admission on a rolling basis and offered admission on a space-available basis.

Previous College Coursework

In general, transfer credit is granted when courses are applicable to the curriculum for which the student is applying, the course grade is a minimum of C or better, and the course was taken by the student in the past seven (7) years. Transfer credit will not be included in the student's Morrisville State College grade point average, but may change the GPA if the course is substituted for a Morrisville course. Transfer credit will not contribute toward a student's residency requirement. Morrisville State College also has a variety of articulation agreements with area community colleges, many of which guarantee enrollment at Morrisville with full Junior status. For a complete list of community college articulations please see the articulation agreement section of this catalog.

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 if all of the appropriate prerequisites are met for the corresponding bachelor degree program.

Readmission/Reinstatement

Students who have been away from Morrisville State College for more than five years, or who have been academically dismissed must apply for readmission through the normal application process and must provide final high school transcripts. If you earned a degree from Morrisville, a final high school transcript is not required. If you have been away from Morrisville for five or fewer years and wish to re-enter, please complete the following:

- Download and fill out the Readmission Application from the college website. Submit this form to the Admissions Office.
- Provide a letter describing your activities since you last attended Morrisville.
- Provide transcripts from any other colleges attended since attending Morrisville.

Several campus offices will be contacted to provide additional information regarding a possible return to Morrisville State College. Previous financial obligations to the college must be satisfied, and previous academic or disciplinary conditions must be met before any further action is approved. After these conditions are met, the student's application will be reviewed for readmission. *Providing readmission information to the college does not guarantee readmission.*

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

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

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.

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:

- 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.
- File a Free Application for Federal Student Aid (FAFSA), with the Mt. Vernon, Illinois processing center.
- Documentation of family and/or individual income is required. Contact the college Financial Aid Office, 800-626-5844 or Admissions 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 Morrisville campus only.

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 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 Admissions Office in writing to receive this refund.

A student who waits more than the 30 days from the date of acceptance to pay the deposit may not have a place in a specific major if the capacity for that program has been reached.

For questions about deposits, contact the Office of Admission or Business Office.

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 Admissions Office at 315-684-6046. It is best to visit when the college is in session.

If this is not convenient, tours and admissions advisors are available by 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.

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 Admissions Office for additional information and instructions.

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

All part-time non-matriculated 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.

Part-Time Students

Part-time students looking to matriculate should contact the Admissions Office for application procedures. Courses will be arranged through the appropriate school office. Part-time, non-matriculated students should arrange their coursework 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 Excelsior College Examination.

Nursing applicants that have completed a License Practiced Nursing program can receive advanced standing. 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.

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 Admissions 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 Admissions 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 Admissions 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 Admissions 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). A minimum score of 2500 must be achieved on the GED in order to be considered for admission. Contact the Admissions Office, 315-684-6046, 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 Morrisville 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.

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 provide \$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 comprise 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.

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 the college.

Admission Office

State University of New York

College of Agriculture and Technology

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