

SAUGERTIES HIGH SCHOOL

Student/Parent Handbook And Registration Guide For



SUNY ULSTER COLLEGIAN PROGRAM

College Credit Earned While Attending Classes at Your High School

2021-2022 ACADEMIC YEAR

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Important

Registration Deadline: Thursday, October 7, 2021

**Welcome to the SUNY Ulster Collegian
Program!**

My name is Cornelia Denvir, and I am the Associate Dean of Concurrent Academics. Congratulations on your willingness to pursue a challenging college curriculum right in your high school. The **SUNY Ulster Collegian Program** has many advantages. Below are just a few:

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.

Saving money by reducing future college costs.

About SUNY Ulster:

SUNY Ulster is a 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).

Collegian Mission Statement

To make college more accessible and affordable to motivated High School students by giving them the opportunity to take SUNY Ulster Courses taught by college approved high school teachers in their high school at a low cost.

Collegian Vision

To establish the SUNY Ulster Collegian Program as a premier concurrent enrollment program ensuring college level rigor and course content.

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 SUNY Ulster's concurrent enrollment program, allowing students to earn SUNY Ulster credit and high school credit simultaneously 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 including those 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 - www.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.

COLLEGE MAJORS:

Once a student enters any college as a full time student, a major will be declared. The Collegian courses on your SUNY Ulster transcript can apply to various majors. It is recommended that each Collegian student review all SUNY Ulster program majors to assess the progress made toward degree completion. These program majors are listed in the SUNY Ulster catalog found on the website: www.sunyulster.edu

REGISTRATION DEADLINE: October 7, 2021

Collegiate Registrar protocol dictates firm registration deadline.

Withdrawal Policy – VERY IMPORTANT

Upon registration, **you become a SUNY Ulster student**, and therefore must adhere to certain SUNY Ulster policies, procedures and deadlines. At that point a SUNY Ulster transcript begins. Students cannot drop the course but can withdraw which will result in a “W” on their transcript.

Course withdrawals must be done by completing a SUNY Ulster withdrawal form located in the guidance office or by contacting the SUNY Ulster Collegian Coordinator or Associate Dean. Withdrawals past the deadline will result in an “F” on the SUNY Ulster transcript.

Withdrawal Deadline for a ½ year “fall only” course: **December 15, 2021**
Withdrawal Deadline for a full year course: **March 15, 2022**

Tuition

Tuition is based on the number of credit hours designated for each course. Collegian students will pay a non-refundable **\$68 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.

Note to President's Challenge Scholarship (PCS) Students:

Since PCS students can use their scholarships to pay for Collegian course tuition, no payment is required at the time of registration. Because of this, the registration process may be different for PCS students. Details will be forthcoming as registration periods approach. Should you have any questions about this, please contact the PCS Program Coordinator, Nancy Clarke at clarken@sunyulster.edu

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 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.

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.**
1. **Date of birth**
2. **Social Security number**
3. **A photocopy of a photo ID**
4. **Telephone #, in case of questions**
5. **Name/Address the transcript is being sent to**
6. **Student's signature**

There is a nominal fee for official transcripts. Do not to use your high school transcript to transfer SUNY Ulster credit. Colleges will only transfer credit with official college transcripts. 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 Associate Dean	845-687-5034

Collegian Student Registration

Fall Registration Deadline: Thursday, October 7, 2021

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*: or the direct link below.

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(s).

Select the High School you attend. If you are taking courses 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. Registrations past deadline will not be accepted.

Tuition is a non-refundable \$68 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 Associate Dean, Cornelia Denvir.
SUNY Ulster Stone Ridge, NY 12484 845-687-5034 denvirc@sunyulster.edu

SAUGERTIES HIGH SCHOOL Fall 2021 Collegian Offerings

CRN	Course Code and Section	Course name	Credits	Term	Instructor
83151	ACC 101-45	Principles of Accounting I	4	Full Year	S. Wickham
83840	BIO 105 -45	General Biology I	4	Full Year	J. Martin
83344	*ENG 101-45	College English I	3	Full Year	A. Jones
83851	ENG 102-45	College English II	3	Full Year	S. Stellavato
83852	LIB 111-45	Information Literacy	1	Full Year	S. Stellavato
83756	CSC 150 -45	Computer Science I	4	Full Year	M. Milgrim
83842	HIS 103 -45	American History I	3	Full Year	M. Riley
83152	MAT 115-45	College Algebra & Trigonometry	4	Full Year	S. Blatter
83220	MAT 160-45	Pre-Calculus	4	Full Year	D. Cacchillo
83269	MAT 211-45	Elementary Statistics	3	Full Year	J. Armstrong
83775	MUS 101-45	Music Theory I	3	Full Year	R. MacDougall
83843	SCI 104-45	Environmental Themes	3	Full Year	B. Robinson

SUNY Ulster English Grading Policy: The final exam will be developed and graded by the SUNY Ulster English department. This exam grade will account for 25% of the overall course grade.

