

NEW PALTZ High School

Student/Parent Handbook And Registration Guide For



SUNY ULSTER COLLEGIAN PROGRAM

College Credit Earned While Attending Classes at an Ulster County High School

2023-2024 ACADEMIC YEAR

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www.sunyulster.edu

Important

Fall 2023 Registration Deadline: Thursday, October 5, 2023*

* Spring 2024 semester registration will align with SUNY Ulster's census/freeze date, the second week of SUNY Ulster classes. Additional information to follow.

Welcome to the SUNY Ulster Collegian Program!

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.**
- **Working toward general education requirements so you can attend SUNY Ulster immediately after high school and earn your Associate Degree.**
- **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 providing 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 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 Advanced Placement (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 and those of its accreditor, the Middle States Commission on Higher Education.

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 students. Coursework completed in the program is comparable to that presented on the College's campuses. 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 the library facilities and take part in campus activities.

While specific courses vary from high school to high school, classes include College English, U.S. 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 at My.SUNYUlster.edu, which provides important information about the College and College events, including access to final course grades. Students will receive information regarding use of the portal. Collegian students also have access to and are expected to use the MY.SUNYUlster.edu e-mail system. The College will not respond to student-related emails from non-SUNY Ulster accounts.

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 - <https://catalog.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:

Students entering college to pursue a degree will typically formally declare a major. This is called matriculation. Students must have achieved either a high school diploma or a GED to matriculate in order to achieve a college degree, students take courses in three categories: courses required by a specific major, courses required as part of a General Education curriculum, and courses selected by the student as electives. Collegian courses may apply to one or more of the above categories. Collegian students should review all SUNY Ulster program majors to determine how Collegian courses will help them get a head start toward degree completion. Ulster majors are listed in the SUNY Ulster Catalog found on the website: [Catalog: Academic Programs](#)

[Many of the Collegian courses offered will fulfill General Education requirements, which can vary from college to](#)

Credit Transfer:

Collegian credits will be accepted by SUNY Ulster and may be accepted by other institutions several ways:

1. Credit hours may be transferred to a college.
2. They may be accepted as elective credits.
3. They may exempt a student from taking a required course or make them 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:

SUNY Ulster's Enrollment & Success/Admissions Counselors are available to meet with students to review progress with college coursework and discuss the easy pathways to complete an Associate's Degree affordably at SUNY Ulster after high school. Students are encouraged to **schedule a one-on-one meeting** with an Enrollment & Success counselor by email at: **admissions@sunyulster.edu**

While many colleges and universities accept SUNY Ulster credits, be aware that specific conditions for transfer may exist. Students should 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:

Official transcripts may be ordered online from our service provider, **Parchment** at:

<https://www.sunyulster.edu/academics/transcript-request.php>

Students may choose to have a transcript sent electronically immediately (to a participating institution), or sent through the mail within 7 business days. **The cost of each transcript is \$10**, payable by credit or debit card.

Questions about the status of an order are directed to **Parchment Learner Support** or use **their tracking link** and login to the student's Parchment account to track an order. Parchment customer service may be reached at: at **(847)716-3005**.

Students may pick up a transcript on the Stone Ridge campus, but must still order online through Credential Solutions and opt for **Standard Request (Official)-Pickup**. These transcripts may be picked up in Vanderlyn Hall, Room 206, Monday through Friday, 8:30 AM to 4:30 PM. Students must have a photo ID to pick up transcript(s). Transcripts will not be released without identification or to a third party without written permission from the student.

Please be advised that institutions and agencies requesting transcripts will not consider them official unless sent directly or hand delivered in a sealed envelope from the College marked "unofficial if seal broken".

For general questions regarding transcripts, contact the Registrar at **reginfo@sunyulster.edu or 845 687-5075**

Collegian Student Registration

Fall Registration Deadline: Thursday October 5, 2023*

* Spring 2024 semester registration will align with SUNY Ulster's census/freeze date, the second week of SUNY Ulster classes. Additional information to follow.

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

To Register:

- Go to the *SUNY Ulster Website*: www.sunyulster.edu and
- Click on *Admissions & Aid* at top of page.
- Click *Special Admissions 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 are ready, click "Learn More and Register." On next page click on **Register Now** to sign up for class(es).
- Select the High School the student attends. Students taking a course through BOCES and/or New Visions must register and pay separately for those courses via the BOCES and New Visions high school link.
- Select courses.
- Fill in all **STUDENT'S** personal information requested. Every piece of information is required including Student Social Security Number and Date of Birth for the request to be processed. 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 to the student. If an e-mail is not received, the student is not registered.

Tuition is a non-refundable \$74 per credit or \$5 per credit for those eligible for free and reduced lunch. This \$5 per credit does not apply to all students at Kingston High School and Ellenville High School. The reduced rate applies only to those students eligible previous to the high school status change.

Students should check with their high school guidance counselor if they have questions about eligibility status. Upon registration, students will self-identify as eligible for the \$5 per credit tuition. This eligibility

will be verified soon after registration. False reporting 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 Coordinator, Sarah Fajardo, fajardos@sunyulster.edu, 845 687-5038 or Dean of Enrollment Management and Student Affairs, Meg Sheeley, sheeley@sunyulster.edu, 845-688-1946

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Fall 2023 Collegian Offerings

CRN	Course Code and Section	Course Name	Credits	Term	Instructor
83306	BUS 115-69	Entrepreneurship	3	<i>Fall Only</i>	K. Bell
83673	ACC 101-69	Principles of Accounting I	4	<i>Fall Only</i>	K. Bell
83954	ENG 101-69	College English I	3	<i>Fall Only</i>	J. Neden

