

Enrollment Information



 ^{SUNY}
Cortland



Congratulations! We are pleased you have been admitted to SUNY Cortland and hope we can assist you with the enrollment process.

This booklet contains information that should help answer many of your questions regarding services, events and important dates. The Academic Calendar and Important Dates pages can be especially useful for your reference.

Please note that you are required to submit an admission deposit to secure your place in the entering class, unless you are an Educational Opportunity Program (EOP) candidate, in which case the deposit requirement is waived. EOP candidates must still return the deposit card in order to notify us of their commitment to enroll at SUNY Cortland.

If you are a fall semester applicant, the \$200 admission deposit is due on May 1. If you are a fall semester applicant who has been accepted after April 1, you have 30 days from the date of the acceptance letter to submit the deposit, unless otherwise noted. If you are a spring semester applicant, you must submit the deposit within 30 days of the date of the acceptance letter, unless otherwise noted. The deposit is not refundable beyond the due date.

We understand that this is a busy time for you and hope this booklet will help guide you through the enrollment process. However, if at any time you are uncertain about how to proceed, please feel free to give us a call at (607) 753-4711.

Sincerely,

Mark J. Yacavone
Director of Admissions

Academic Calendar

Fall Semester 2012

President's Opening Address and faculty meetings.....	Thursday, Aug. 23
New student orientation and registration.....	Friday, Aug. 24
Academic Convocation.....	Sunday, Aug. 26
All classes begin.....	Monday, Aug. 27
Labor Day (no classes in session).....	Monday, Sept. 3
First-Quarter Student Teaching begins.....	Tuesday, Sept. 4
* Rosh Hashanah.....	Monday, Tuesday, Sept. 17, 18
* Yom Kippur.....	Wednesday, Sept. 26
October Open House.....	Monday, Oct. 8
First-Quarter Classes end.....	Thursday, Oct. 11
Fall Break begins — 8 a.m.....	Friday, Oct. 12
Classes resume 8 a.m.....	Monday, Oct. 15
Second Quarter begins — 8 a.m.....	Monday, Oct. 15
First-Quarter Student Teaching ends.....	Friday, Oct. 19
Second-Quarter Student Teaching begins.....	Monday, Oct. 22
November Open House.....	Monday, Nov. 12
Thanksgiving Break begins — 8 a.m.....	Wednesday, Nov. 21
Classes resume — 8 a.m.....	Monday, Nov. 26
** Last day for in-class examinations.....	Friday, Nov. 30
All classes end.....	Friday, Dec. 7
Study Days.....	Saturday, Sunday, Dec. 8, 9
Final Examination Period.....	Monday, Dec 10 through Friday, Dec. 14
Second-Quarter Student Teaching ends.....	Friday, Dec. 14

Winter Session 2013

All classes begin.....	Monday, Jan. 7
All classes end.....	Friday, Jan. 18

Spring Semester 2013

President's State of the College Address and faculty meetings.....	Friday, Jan. 18
New student orientation and registration.....	Tuesday, Jan. 22
All classes begin.....	Wednesday, Jan. 23
Third-Quarter Student Teaching begins.....	Wednesday, Jan. 23
Third-Quarter Classes end.....	Friday, March 8
Spring Break.....	Monday, March 11 through Friday, March 15
Third-Quarter Student Teaching ends.....	Friday, March 15
Classes resume and Fourth Quarter begins — 8 a.m.....	Monday, March 18
Fourth-Quarter Student Teaching begins.....	Monday, March 18
* Passover.....	Tuesday, Wednesday, March 26, 27
* Good Friday.....	Friday, March 29
Easter.....	Sunday, March 31
Spring Open House.....	Saturday, April 6
Transformations Conference.....	Friday, April 19
Honors Convocation.....	Saturday, April 20
** Last day for in-class examinations.....	Tuesday, April 30
All classes end.....	Tuesday, May 7
Study Days.....	Wednesday, Thursday, May 8, 9
Final Examination Period.....	Friday, May 10 through Wednesday, May 15
Fourth-Quarter Student Teaching ends.....	Wednesday, May 15
Graduate Commencement.....	Friday, May 17
Undergraduate Commencement.....	Saturday, May 18

* No examinations or quizzes may be given during the period designated for observance of religious holidays. Observance of Jewish holidays will begin at 4 p.m. the day before the holiday, and end at 7 p.m. the day of the holiday. Observance of Good Friday will begin at noon and end at 3 p.m.

** No examinations or quizzes may be given the five class days preceding the final examination period without the approval of the school dean.

Important Dates

Fall 2012 Entering Class

November 15	Due date for early action applications
January 1	Earliest date financial aid papers, such as the Free Application for Federal Student Aid (FAFSA), can be filed
	Last date for early action notification
January	Admissions Office begins to notify students of admission decisions. Not applicable to early action candidates
March 1	FAFSA should be filed by this date for consideration
March 31	Open House for admitted students
April 30	Residence Life and Housing mails housing preference form instructions for myRedDragon
May 1	Admission deposit due
	Advisement/orientation information mailed once deposit is paid
May 31	Deadline for Housing Preference Forms to be submitted via myRedDragon
	Deadline for roommate requests
June/July	Freshmen and transfer student orientation sessions
July 1	Deadline for providing medical documentation to request housing accommodations
	Immunizations and Health forms due
July 9	Student Accounts issues bills to all registered students
August 1	Hall assignment/roommate information available on myRedDragon
August 14	Payment of bills due to Student Accounts
August 24	Move-in day for all freshmen and transfer students who attended summer orientations
August 27	First day of classes

Spring 2013 Entering Class

September	Admissions Office begins to notify students of admission decisions
September	Students may apply at any time for financial aid by completing the Free Application for Federal Student Aid (FAFSA)
October	Admission deposit must be submitted within 30 days of acceptance
November 1	FAFSA should be filed by this date for first consideration
December 1	Deadline for providing medical documentation to request housing accommodations
	Immunizations and Health forms due
After Dec. 1	Residence Life and Housing mails housing preference form instructions for myRedDragon
December 13	Student Accounts issues bills to all registered students
December 30	Deadline for Housing Preference Forms to be submitted via myRedDragon
January 10	Payment of bills due to Student Accounts
January 20, 21	Move-in days for all new students
	Advisement and orientation for new students
January 23	First day of classes



Financial Aid Made Easy

Financial Aid at SUNY Cortland

If you have been accepted for admission to the College and have listed SUNY Cortland on the Free Application for Federal Student Aid (FAFSA), you will receive a financial aid award letter. The letter will indicate your Estimated Family Contribution (EFC), which is the minimal amount your family is expected to contribute toward your educational expenses, as well as the type and amount of financial assistance you are being offered.

Financial aid packages usually consist of a combination of federal and state grants as well as institutional aid, federal loans and work study. Packages differ for each student based on information reported on the FAFSA and the timeliness of the application. We recommend that you file the FAFSA by March 1.

SUNY Cortland is sensitive to financial issues and tries to prepare a competitive financial aid package for you. As you make your plans, it is important to keep in mind the out-of-pocket expenses you will face in addition to tuition, room and board.

Scholarships

Each year, a number of merit-based scholarships are awarded to students entering during the fall semester. If you were an eligible scholarship candidate, you would have been notified of your scholarship award with your letter of admission. Note that you were automatically considered for a merit scholarship; there is no separate application to submit.

Federal and State Sources of Financial Aid

Apply online at www.fafsa.ed.gov

Pell Grant

Your eligibility for this federal grant program is based on the EFC determined by the information you report on the FAFSA. For the 2010-2011 academic year, grants for those who qualified ranged from \$555 to \$5,550.

Supplemental Educational Opportunity Grant (SEOG)

This program provides additional grants based on financial need. If you qualify for the Pell Grant you may be eligible. This is a campus-based federal grant program with limited funding.

Teach Grant

Called a "grant," this federal program provides funding of up to \$4,000 per year to students who intend to teach in a high-need field in a public or private elementary or secondary school that serves students from low-income families. If the grant recipient is not able to complete the required service agreement, the grant reverts to a student loan with retroactive interest. A 3.25 GPA is required for maintenance of the award.

Perkins Loan

This program provides low-interest loans for students demonstrating financial need, determined through information provided on the FAFSA. These loans, which must be repaid, carry a 5 percent interest rate. No interest accrues on the loan while you are enrolled at least half time, and no payments are required until nine months after you leave school or graduate.

An entrance interview and an exit interview are required. The repayment period for this loan is generally 10 years but may be shorter, depending on the amount borrowed.

This is a campus-based program with limited funding that varies year to year.

Federal Student Loans

The interest rates on these loans are fixed. Eligibility is based on the information you report on the FAFSA. You may qualify for either a subsidized or an unsubsidized loan or a combination of both. An entrance interview and exit interview are required for this program. Generally, the repayment period is 10 years.

Federal Subsidized Student Loan

Loans of this type are awarded based on your financial need. No interest accrues on these loans and no payments are required until you either drop below half-time enrollment status, leave school or graduate. The federal government pays the interest on the loan while you are in school at least half time. There is a six-month grace period before any payments begin or interest begins to accrue. There is no penalty for pre-payment of the loan.

Federal Unsubsidized Student Loan

Loans of this type are not based on your financial need. Interest on these loans does accrue while you are in school. You may elect to pay the interest due (quarterly) or have the interest capitalized back onto the loan principal. No principal payments are required as long as you remain enrolled at least half time.

Federal Work Study

This program helps you earn spending money while in school. Eligibility is based on your EFC and the timeliness of your application. If you are awarded a Work-Study job, you will receive a bi-weekly paycheck for the number of hours you work either in an on-campus or off-campus job. This is a campus-based program with limited funding.

Tuition Assistance Program (TAP)

This is a New York state grant program based on New York state net taxable income. When you file the FAFSA, you will receive an email and/or postcard reminding you to also file your TAP application at www.tapweb.org

Continued on next page

Financial Aid (cont.)

Federal Direct Parent Loan For Undergraduate Students (PLUS)

This is a program allowing your parents to take out a loan to help pay your educational expenses. They must pass a credit check before loan proceeds will be disbursed. The interest rate is fixed at 7.9 percent. You must be enrolled on at least a half-time basis for them to qualify.

The amount your parent can borrow is tied to the amount of financial aid you are receiving. Repayment begins within 60 days after the last disbursement of the loan for the academic year. Your parents repay both principal and interest while you are still in school. If a parent plus loan is declined, you should contact the Financial Aid Office to determine what other assistance is available.

Hope Scholarship Credit

The Tax Relief Act of 1997 may provide tax savings through the Hope Scholarship Credit and Lifetime Learning Tax Credit. These two tax credits are based on payments made for tuition and certain related educational costs. The Lifetime Learning Tax Credit became effective July 1, 1998. For questions concerning the tax credit, visit www.nacubo.org or refer to publication 970 at www.irs.gov.

For more information, contact:

Financial Aid Office

Phone: (607) 753-4717 • Fax: (607) 753-5990

financial.aid@cortland.edu • www.cortland.edu/finadv

Expenses

Deposits

If you are a fall semester applicant, the \$200 admission deposit is due by May 1. If you are a fall semester applicant who has been accepted after April 1, you have 30 days from the date of the acceptance letter to submit the deposit. If you are a spring semester applicant, you must submit your deposit within 30 days of the date of the acceptance letter.

The deposit is not refundable beyond the due date. No deposits will be refunded after the beginning of the semester. The deposit is waived for Educational Opportunity Program candidates.

Tuition and Fees

The following is a breakdown of the current annual tuition and fees for full-time undergraduate students.

In-State		Out-of-State	
Tuition	\$5,270	Tuition	\$14,320
Fees*	\$1,304	Fees*	\$1,304
Total	\$6,574	Total	\$15,624

* Excludes health insurance

Fees and tuition can change based on the state budget or Board of Trustees resolution.

IMPORTANT HEALTH INSURANCE INFORMATION

If you are a full-time undergraduate student (enrolled for 12 or more credit hours), you will be billed \$1,600 for single-premium health insurance on the fall semester bill. If you are already covered under existing health insurance, the charge may be waived through an online waiver process.* For more information on how to complete the waiver process or for our current single coverage rates, please visit: www.cortland.edu/business/bursarhealthinsurance.html

* Students are required to have coverage available to them in the local area in order to waive insurance.

Billing

In July and December, semester e-bills will be posted to your myRedDragon account in Quik Pay for tuition, room, board and mandatory fees for the fall and spring semesters, respectively. Fall semester bills are due in August and spring semester bills are due in January.

If you find it difficult to pay your entire semester bill at once, Student Accounts offers an optional four-payment extended payment plan. You will pay one-fourth of the semester bill, after application of financial aid, plus a \$45 application fee, on the semester billing due date in August and/or January. The remaining four payments are due by the 15th of the month for September through November for the fall semester and February through April for the spring semester. If the 15th falls on a weekend or holiday, the payment is due the next business day.

If someone else will be assisting you with bill payment, we strongly encourage you to make them an authorized user on Quik Pay so they receive e-bill notices when you do. Instructions are on the Student Accounts Web pages.

For more information, contact:

Student Accounts

Phone: (607) 753-2313 • Fax: (607) 753-5592

bursar@cortland.edu • www.cortland.edu/student-accounts



Residence Life and Housing

New Student Housing

After paying the admissions deposit of \$200 students must either complete the Housing Preference Form or, if the exceptions to the housing requirement are met and you want to live off campus, the Off Campus Approval Form. All requests to live off campus must be approved by Residence Life and Housing.

SUNY Cortland requires all freshmen to live on campus for a total of four semester and all new transfer students (with at least sophomore credits) to live on campus for a total of two semesters. Exceptions to the housing requirement:

- Over 21 years old (must be 21 by September 1)
- Commuting from home (maximum 60 mile radius)
- Married
- Veteran

Important: If you meet an exception to the housing requirement you must complete the Off Campus Approval Form found online so you are not assigned housing. All requests must be approved by Residence Life and Housing.

Freshmen — As a freshman, you have a two-year housing requirement and are only guaranteed College housing for your freshman and sophomore years. Typically, you will be assigned to live in a room with other freshmen.

Because of increased enrollment at the College, some freshmen will be assigned to live with two other freshmen. This is called tripling. Whether you are tripled is based on the date your admissions deposit is paid, your housing preferences and space availability.

All low-rise residence halls are open to freshmen. Limited space also is available in Casey and Smith Towers and West Campus Apartments.

Transfer students — If you are a new transfer student, unless you have transferred as a freshman, you have a one-year housing requirement. You will be assigned to live in any hall or the West Campus Apartments with either a transfer or returning student.

All residence halls are non-smoking. Smoking is prohibited within 20 feet of any residence hall.

Special-Interest Housing

Quiet Atmosphere — Higgins Hall and DeGroat Hall feature 24-hour quiet-atmosphere floors, which may be of interest to you depending on the conditions you find helpful for study.

International Atmosphere — Whitaker Hall, Fitzgerald Hall and West Campus Apartments provide an international atmosphere.

Upper-class Students — Alger Hall, Clark Hall and Higgins Hall are designated for upper-class students only. There are six students per suite, plus corridor-style wings available. These buildings are highly sought after. Limited space is available for transfer students.

Glass Tower Hall — Our newest residence hall contains quad-doubles (two double rooms) with a shared bathroom. This building is designated as a mixed hall and has limited spaces available for transfer and freshmen students.

Transfer Floor — The transfer floor is specially designed to assist new transfer students. Transfer-floor residents agree to be active in hall programming and sign a transfer-floor agreement form.

West Campus Apartments — These apartments are equipped with kitchens and are available to upper-class students and a limited number of transfer and freshmen students. If you are assigned to the West Campus Apartments, you will not be billed for a meal plan. However, you can request for a full or partial meal plan to be added at any time. Transportation to the apartments, which are one mile from the campus, is provided at frequent intervals.



Wellness Floor — The wellness floor in Shea Hall is for students who agree to abstain from the use of alcohol, drugs and tobacco products. If you choose to live on this floor, you are expected to make a commitment to living a total wellness lifestyle.

Fall 2012 Housing Timeline After Acceptance

April 30, 2012

You will be sent Housing Preference Form instructions for myRedDragon.

May 31, 2012

Deadline for Housing Preference Forms to be submitted via myRedDragon.

Aug. 1, 2012

Hall assignment and roommate information, which includes your roommate name, address and phone number, will be available on myRedDragon.

Aug. 24, 2012

Move-in day for all freshmen and transfer students who attended summer orientations.

Spring 2013 Housing Timeline After Acceptance

After Dec. 1, 2012

You will be sent Housing Preference Form instructions for myRedDragon.

Dec. 30, 2012

Deadline for Housing Preference Forms to be submitted via myRedDragon.

Jan. 20, 21, 2013

Move-in days for all new students.

For more information, contact:

Residence Life and Housing Office

Phone: (607) 753-4724 • Fax: (607) 753-5984

ResidenceLifeandHousing@cortland.edu • www.cortland.edu/reslife

Orientation, Advisement and Registration

SUNY Cortland's First-Year Orientation Program and Transfer Transition Seminar help you become acquainted with the campus, academic programs and student services. You will meet with faculty, staff and other students and participate in academic planning and social and developmental activities. You will register for courses.

First-Year Students

Your orientation program is a day-and-a-half long, including an overnight stay in a residence hall. You will experience campus life from the classroom to the dining hall.

Transfer Students

Your program is a day long. You will have the opportunity to meet other new transfer students, learn about the things that make Cortland unique and how to be academically successful.

Program Dates

First-Year Orientation Programs and Transfer Transition Seminars occur at the end of June and through the month of July. All Orientation and Transition Seminar dates take place Monday through Friday. Your academic major determines the specific dates available to you. You can preview the dates for your major by visiting www.cortland.edu/advisement/orientation.

You will be mailed program information in mid-May, once you have paid your admission deposit.

Advisement and Registration

During your First-Year Orientation Program or Transfer Transition Seminar you will meet with a faculty advisor, participate in advisement, complete the registration process and receive a copy of your course schedule. If you are a transfer student, you also will receive information about your transfer credit evaluation. You must attend a scheduled program in order to register for classes.

Session Reservations

If you have completed college course work at a previous institution or have taken Advanced Placement (AP), International Baccalaureate (IB) or College Level Examination Program (CLEP) exams, you will need to request official transcripts or test scores to be sent to the SUNY Cortland Admissions Office. Requesting transcripts in a timely manner after your grades have been issued is important to have an accurate academic profile and to assist your advisor in the registration process.

Session Reservations

You will be mailed program information in mid-May after you have paid your admission deposit. This mailing will give you specific instructions on how to sign up online through myRedDragon. Sessions are assigned on a first-come, first-served basis.

The Importance of Attending a Program

All incoming first-year and transfer students attend one of our programs. Our programs provide you with strategies to be successful. Through the First-Year Orientation Program or the Transfer Transition Seminar you will:

- Learn about campus resources
- Learn about your academic major
- Get a preview of campus life
- Learn about academic and campus policies
- Meet with a faculty advisor
- Set your class schedule
- Learn strategies for a great first semester
- Meet other new students
- Have fun!

Program Fees

The student program fee for first-year orientation is \$140 and covers the cost of activities, materials, faculty advisement, housing, your ID card, meals and refreshments. Parents and guests have a choice of two options, and the fees range from \$40-\$60.

The student program fee for the Transfer Transition Seminar is \$70 and covers the cost of activities, materials, faculty advisement, your ID card and meals. The fee for parents and guests is \$25. There is an additional fee if you would like to arrive early and stay in a campus residence hall the night before the program.

Program fees are subject to review and may change.

Parent and Guest Programs

Parents and guests are invited to accompany you and participate in the parent and guest program. The program provides an opportunity for parents and guests to gain insight on campus resources, ask questions, understand what college life will be like for you, and discuss how to support you. Some meals and programs will be the same for students and guests.

For more information, contact:

Advisement and Transition

Phone: (607) 753-4727 Fax: (607) 753-5593

www.cortland.edu/advisement



Meal Plans and Other Services

Auxiliary Services Corporation

At SUNY Cortland, services such as the College Store and dining services are provided by the Auxiliary Services Corporation (ASC), which has served the SUNY Cortland campus community since 1952 and prides itself on providing excellent service and exceptional value.

The College Store

The College Store, located in Neubig Hall, carries all the required textbooks and course materials for SUNY Cortland. We recommend you use the free textbook prepack service, which allows you to order your textbooks online before the start of each semester.

College Store staff will prepack your books for easy pick-up. Since prepack orders get first access to used books, you can save up to 25 percent on your textbook purchases by submitting your order online at www.cortlandasc.com.

The store also carries insignia clothing, school and art supplies, computer and electronic products, trade books, and other general merchandise. Special services include fax service and special orders.

Please visit the ASC website at www.cortlandasc.com for textbook prepacks, store hours and other up-to-date information. Extended hours are offered at the beginning and end of each semester for textbook purchases and buyback, respectively.

Dining Services

If you are living on campus, you are required by College policy to participate in a meal plan. ASC offers a variety of meal plans to meet your needs.

As a first-semester student, you will be automatically enrolled in the Silver plan. Within your first week on campus, you may upgrade to the Gold or Platinum unlimited plans. However, you are not permitted to downsize to the Bronze or Copper plans. When you return for your second semester, you may choose any meal plan that you like.

You may change your plan during the first full week of classes by accessing the Residence Life and Housing page under the student tab on myRedDragon or by contacting the ASC office. A link to myRedDragon is available on the meal-plan pages of the ASC website.

If you are going to live off campus or in the West Campus Apartments, we recommend that you consider purchasing the Olympic, Collegiate or Recreational meal plans, which are designed to meet the needs of commuter students. You may choose any of the on-campus meal plans offered by ASC by enrolling online at www.cortlandasc.com or by visiting the ASC Office.

All ASC dining facilities accept cash, credit cards (Visa, Mastercard or Discover) or your Campus ID Card with a meal plan or Connections account. Dining venues are conveniently located throughout campus with hours of service that extend from early morning through late at night, giving you a multitude of choices about when and where to eat.

More detailed information on ASC dining facilities, meal plans, menus and frequently asked questions can be found at www.cortlandasc.com.

Identification Cards

You are required to have a Campus ID Card. To obtain the card, you must be registered for courses at SUNY Cortland and have your college identification number.

The Campus ID Card is a multifunctional, video-imaged card with electronic verification capability. It provides use of dining services, snack and beverage vending, library services, network copying/printing, on-campus laundry service, health service, fitness center access and services through participating off-campus vendors. You also need your Campus ID Card for entry to your residence hall.

The Campus ID Card is issued by ASC in Neubig Hall. A \$10 fee is charged for the initial card. ASC office hours are Monday through Friday, 8 a.m.-4:30 p.m. Extended service hours are offered during the first week of the semester.

Other ASC Services

ASC offers the Connections debit account in conjunction with the Campus ID Card. The Connections account is accepted at all dining operations, the College Store, network printers and copiers, vending machines, and participating off-campus vendors.

We recommend you make Connections deposits online at www.cortlandasc.com, especially during the first week of the semester to avoid lines or waiting. You also may make deposits by phone, mail or in person.

The Connections account provides a convenient, easy and secure method for you to make purchases for all ASC services. There are no fees associated with this account. However, funds you deposit may not be withdrawn during the semester. Connections balances will carry over from semester to semester (fall to spring and spring to fall). At the end of the spring semester you may request a refund of your balance if it is in excess of \$10. Such requests must be sent to ASC during the month of May; obligations to ASC or the College will be deducted from the refund.

ASC offers a prepaid gift card that you can use at the same locations as the Connections account. The ASC gift card is a great gift that can be purchased in various denominations online at www.cortlandasc.com. You can purchase gift cards by mail, phone or in person at the ASC office or the College Store.

ASC's MicroFridge is a combination microwave oven, refrigerator and freezer. This convenient unit is the only microwave oven allowed on campus. An electronic safe for small valuables and personal belongings is available as well. You can rent both the MicroFridge and the electronic safe by the semester or the year by visiting the ASC website.

ASC employs more than 150 students a semester in all aspects of its operations. These positions are not Work Study. Available work schedules and applications are available on the ASC website at www.cortlandasc.com.

For more information, contact:

Auxiliary Services Corporation

Phone: (607) 753-4627 • Fax: (607) 753-5981

asc@cortland.edu • www.cortlandasc.com

Admissions Office

Miller Building, First Floor
SUNY Cortland
P.O. Box 2000
Cortland, NY 13045-0900

Phone: (607) 753-4711
Fax: (607) 753-5998
admissions@cortland.edu
www.cortland.edu/admissions

AIM: AskCortland
Facebook: SUNY Cortland
Twitter: CortlandSUNY

