Welcome to the SUNY Cortland Community

Every student comes to college with his or her own distinct set of talents, experiences and goals. There are some shared experiences among students, but your student’s experience will be a unique journey. As they enter their first year at SUNY Cortland, a world of opportunities open up to them. Students will face new experiences and discover more about themselves and their personal strengths. They also will face challenges that will help them develop skills and tap into their potential.

As a parent, relative, mentor or friend, your role also will change. Students might surprise you with their requests for help or with their need for independence. Through it all, your support is just as crucial as before, even though it may take on a new form. Because you are important to your student’s success, we see you as a part of the SUNY Cortland community and welcome you along with your student.

This calendar is a guide to the experiences of a new Cortland student and the support resources available. Use it to get a sense of what is happening on campus and to communicate with your student. The calendar also provides facts about campus and important dates.

In each month, you will find:

- The Student Experience, suggesting what students may be thinking or experiencing
- Important Tip, suggestions for parents from the Association for Orientation, Transition, and Retention in Higher Education
- Providing Support, an explanation of how to implement the tip and provide support for your student
- Parent to Parent, advice from other Cortland parents

At the end of the calendar, a listing of campus offices and a glossary of SUNY Cortland terms are provided.

Take some time to read through the entire calendar before your student heads off to SUNY Cortland. You might find topics or questions that you could discuss with her or him before the beginning of an exciting and eventful first semester. We know that your student has the ability to be successful and this calendar will help you understand and support your student in his or her first year at SUNY Cortland.

Best wishes for the upcoming year!

Advisement and Transition
SUNY Cortland
cortland.edu/ advisement
Academic Calendar 2017-2018

Fall Semester 2017

President’s Opening Address and Faculty Meetings .............................................. Thursday, Aug. 24
New Student Orientation and Registration .......................................................... Friday, Aug. 25
Academic Convocation ........................................................................................... Sunday, Aug. 27
Classes Begin .......................................................................................................... Monday, Aug. 28
Labor Day (No Classes in Session) ..................................................................... Monday, Sept. 4
October Open House ............................................................................................. Monday, Oct. 9
First-Quarter Classes End ...................................................................................... Friday, Oct. 13
Fall Break Begins (8 a.m.) .................................................................................... Monday, Oct. 16
Classes Resume (8 a.m.) ....................................................................................... Wednesday, Oct. 18
Second-Quarter Classes Begin .............................................................................. Wednesday, Oct. 18
November Open House .......................................................................................... Friday, Nov. 13
Thanksgiving Break Begins (8 a.m.) ................................................................. Monday, Nov. 22
Classes Resume (8 a.m.) ....................................................................................... Monday, Nov. 27
Last Day for In-Class Examinations * ................................................................. Friday, Dec. 1
Classes End ............................................................................................................. Friday, Dec. 8
Study Days .............................................................................................................. Saturday, Dec. 9 and Sunday, Dec. 10
Final Examination Period ..................................................................................... Monday, Dec. 11 to Friday, Dec. 15

Spring Semester 2018

President’s State of the College Address and Faculty Meetings ....................... Thursday, Jan. 18
New Student Orientation and Registration .......................................................... Friday, Jan. 19
Classes Begin ........................................................................................................... Monday, Jan. 22
Third-Quarter Classes End ..................................................................................... Friday, Mar. 19
Spring Break .......................................................................................................... Monday, Mar. 12 - Friday, Mar. 16
Classes Resume (8 a.m.) ....................................................................................... Monday, March 19
Fourth Quarter Classes Begin ............................................................................... Monday, March 19
Spring Open House ............................................................................................... Saturday, April 7
Honors Convocation ............................................................................................. Saturday, April 21
Last Day for In-Class Examinations * ................................................................. Friday, April 27
Classes End ............................................................................................................. Friday, May 4
Study Days .............................................................................................................. Saturday, May 5 and Sunday, May 6
Fourth-Quarter Student Teaching ends .............................................................. Wednesday, May 10
Final Examination Period .................................................................................... Monday, May 7 to Friday, May 11
Graduate Commencement ..................................................................................... Monday, May 11
Undergraduate Commencement ......................................................................... Saturday, May 12

* Final Exam Policy: No examinations or quizzes may be given the five class days preceding the final exam period without the approval of the dean.

Religious Holidays: No examinations or quizzes may be given during periods designated for observance of religious holidays. Observances of Jewish holidays begin at 4 p.m. the day before the holiday and end at 7 p.m. the day of the holiday. Good Friday observance begins at noon and ends at 3 p.m. Please refer to the holiday schedule for details and dates.
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**New Students Move In**

**Academic Convocation**

Classes Begin Drop/Add Begins at 8 a.m.

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**Parent to Parent**

Have a conversation with your student about the things that are important to both of you, such as finances, academic expectations, decision-making, substance use, communication, visits and your changing roles.

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**Important Tip**

Stay positive and relaxed.

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**Providing Support**

Besides physically moving all of your student’s things into his or her room, you have a very important job to do on move-in day: sending a message of support, belief and love.

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**The Student Experience**

- Saying goodbye to friends and family at home
- Anticipating meeting new people in a new place
- Sharing a living space and adjusting to life away from home
- Adapting to new academic expectations
- Managing time between social activities, classes and schoolwork
**Parent to Parent**

Anticipate that your student may call home to let off steam, share worries or sort through situations out loud. Use these moments as opportunities to let them do their own problem-solving; listen, ask questions and affirm your belief in their decision-making.

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### Important Tip

Don't ask them if they're homesick.

### Providing Support

The first few weeks of school are full of adjusting to new people and situations. Unless reminded of it, your student will probably escape the homesickness.

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### The Student Experience

- Adjusting to a new home and getting along with roommate(s)
- Understanding college-wide policies such as the Code of Student Conduct
- Learning about personal health and wellness, especially with new sleeping patterns and meal plan system
- Learning about instructor expectations and establishing a study routine
- Ensuring that all possible credits from previous college courses or credit earned in high school are on the student’s college transcript

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**Important Tip**

Don't ask them if they're homesick.

**Parent to Parent**

Anticipate that your student may call home to let off steam, share worries or sort through situations out loud. Use these moments as opportunities to let them do their own problem-solving; listen, ask questions and affirm your belief in their decision-making.

**Providing Support**

The first few weeks of school are full of adjusting to new people and situations. Unless reminded of it, your student will probably escape the homesickness.
Parent to Parent

Ask follow-up questions when you communicate instead of just leaving it at “I’m fine.” Many students feel they need to handle it on their own and may take time to share what’s going on. While you want to give them space, sometimes a little open mindedness and curiosity can help foster communication.

Important Tip

Ask questions (but not too many).

Providing Support

Students may resist your curiosity about their life at college, but most still desire the security of knowing that someone is still interested in them. Honest inquiries and open discussions will do much to further the parent-student relationship.

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The Student Experience

- Meeting with academic advisor to discuss spring course registration and current academic progress
- Reviewing a DegreeWorks audit to see degree progress and determine classes needed
- Reviewing mid-semester estimates via myRedDragon and discussing any problem areas with faculty
- Balancing new friends and relationships from home
- Managing finances and free time, including joining clubs and organizations
Help your student become empowered by asking questions, referring them to campus resources and letting them find solutions to problems when appropriate. Let your student know that you trust them to make good choices and decisions.

### The Student Experience

- Learning the class registration process and deciding on spring semester classes
- Mounting academic pressure due to procrastination and the difficulty of work
- Feeling economic anxiety as funds from parents and summer earnings begin to run out
- Increasing depression and anxiety because of feelings that one should have adjusted to the college environment by now
- Checking academic deadlines and figuring out how to get home for Thanksgiving Break

### Important Tip

**Write (even if they don’t write back).**

### Parent to Parent

Help your student become empowered by asking questions, referring them to campus resources and letting them find solutions to problems when appropriate. Let your student know that you trust them to make good choices and decisions.

### Providing Support

Although students are typically eager to experience their away-from-home independence, most are still anxious for family ties. Students are thrilled to find a postcard or letter from you in their residence hall mailbox.
Prepare for their first extended visit home and remember that they have been experiencing life on their own for the past several months. Discuss your expectations with the realization that they have been living in a very different environment.

**Important Tip**
Expect change (but not too much).

**Parent to Parent**
Prepare for their first extended visit home and remember that they have been experiencing life on their own for the past several months. Discuss your expectations with the realization that they have been living in a very different environment.

**Providing Support**
College and the experiences associated with it can affect social, vocational and personal behavior and choices. Remember that your son or daughter basically will be the same person that you sent away to school, aside from interest and behavioral changes.

**The Student Experience**
- Developing strategies for studying for final exams and finishing papers
- Learning strategies for handling personal stress and that of roommates and friends
- Preparing for the closing residence halls during winter break as students are asked to leave within 24 hours of completing their last exam
- Growing excitement about seeing and spending time with friends and family at home
### Parent to Parent

The transition can be very challenging academically, personally and socially. Celebrate the accomplishment of completing their first semester. Also help your student reflect on their performance and goals — are these the grades they wanted to achieve and how can they set new goals and strategies?

### Important Tip

Don’t worry (too much) about phone calls or texts.

### Parent to Parent

The transition can be very challenging academically, personally and socially. Celebrate the accomplishment of completing their first semester. Also help your student reflect on their performance and goals — are these the grades they wanted to achieve and how can they set new goals and strategies?

### Providing Support

During trying times the urge to communicate with family is felt strongly. Your student may unload trouble or tears and after the catharsis return to their routine, while you inherit the worry. Be patient with this type of phone call. You are providing a real service just listening.

### The Student Experience

- Moving back in with their roommate or having a new one
- Feeling the excitement of reconnecting with college friends
- Getting motivated to do academics after a long break
- Starting to look for new ways to become involved on campus now that they are more comfortable with the campus and academics

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Parent to Parent
Very often, students joke about wanting to get away from siblings. However, students often find themselves missing the camaraderie with their siblings. Help students stay connected with their siblings by encouraging emails, calls, letters and time together when your student is home.

Important Tip
Visit (but not too often).

Providing Support
Visits, especially when accompanied by shopping sprees and/or dinners out, are appreciated greatly, even when a student pretends not to care. Just remember that spur-of-the-moment surprises may interrupt academic or social plans so are usually not as appreciated.

The Student Experience
- Establishing goals for the semester
- Planning for the room selection process and talking about where and with whom they want to live next year
- Planning for Spring Break in March and deciding what belongings to bring home
- Pledging a fraternity or sorority. Students should check the status of an organization before becoming involved, as they are not permitted to affiliate with a banned organization.
- Experiencing cabin fever due to the weather
**Important Tip**
Avoid the “These are the best years of your life” cliche.

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**Parent to Parent**
Encourage your student to use the resources available to them on campus. It may be tough — they’re still your child. It’s an adjustment for us as well as them, but have faith in the work you did raising them.

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**Providing Support**
College can be full of indecision, disappointment and mistakes. It is also full of discovery, inspiration, good times and people. Parents who accept and understand the highs and lows of their student’s reality are providing support and encouragement where it is needed most.

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**The Student Experience**

- Studying for midterms and checking mid-semester estimates
- Expecting more of themselves in the second semester as academic pressures increase
- Deciding on classes to take in the fall semester
- Deciding on a major or thinking about changing their major
- Beginning to think about plans for a summer job or exploring internships

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Trust your student. Finding oneself is a difficult enough process without feeling that people whose opinions you respect are second-guessing your own judgement. Consider sharing some of your own experiences when you were your student’s age.

**Important Tip**

Let the student problem solve.

**Parent to Parent**

When you hear about a problem, you might want to jump in and solve it. They might be emotional and are looking to vent more than asking you to take care of it. Listen to your student and mentor them on how to problem solve and communicate with faculty and professionals.

**The Student Experience**

- Increasing academic pressures, as things may have been put off until after Spring Break
- Feeling spring fever as the warm weather sets in
- Meeting with their academic advisor to plan their fall schedule
- Increasing preparation for papers and exams
- Feeling social pressures, as there are many banquets, picnics and campus events
The end of the academic year can be looked at from a different perspective once your student has returned home. Use this time to celebrate successes and reflect on challenges. Time and a different outlook can assist in developing new plans for success.

**Important Tip**
Make the most of summer.

**Parent to Parent**
The end of the academic year can be looked at from a different perspective once your student has returned home. Use this time to celebrate successes and reflect on challenges. Time and a different outlook can assist in developing new plans for success.

**Providing Support**
Summer work and volunteering can help students think about their major and career choices. They should look for experiences that challenge them and help build important skills. Students can also learn a great deal by shadowing or visiting professionals in their field.

### The Student Experience
- Preparing for final exams
- Packing up belongings and learning building closing procedures
- Preparing for the adjustment of living at home again
- Celebrating with and saying goodbye to friends who are graduating
- Considering taking summer course work or finding a summer job

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You and your student may have to get used to living in the same house again. You may need to rethink some of the ways you interacted or some of the house rules. Discuss your expectations of each other ahead of time so you can enjoy the summer.

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### The Student Experience

- Adjusting to living at home again
- Reconnecting with friends from home and staying in touch with new friends from SUNY Cortland
- Taking summer course work or starting a summer job
- Exploring possible majors or careers
- Completing or setting up a future internship

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### Important Tip
Show the love.

### Parent to Parent
You and your student may have to get used to living in the same house again. You may need to rethink some of the ways you interacted or some of the house rules. Discuss your expectations of each other ahead of time so you can enjoy the summer.

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### Providing Support
Don’t forget to show your student how much you love them. Tensions may be high as you get tired of each other at home. Remember the summer will soon be over. Work to build a strong adult-to-adult relationship that will carry on long after they move out.
As the summer progresses, your student may express some loneliness for friends made at college or the campus as the “home” away from home. Discuss the value of your student having developed a positive sense of campus life and plans for involvement next year.

**Important Tip**

Set goals.

**The Student Experience**

- Balancing summer course work or a summer job with spending time with friends and family
- Missing friends from SUNY Cortland
- Enjoying summer vacation with family
- Preparing to return to campus by contacting roommate(s)
- Pre-ordering textbooks for fall classes

**Providing Support**

As your student begins planning for the next academic year encourage them to set goals for themselves. Whether it is academic, career, social or financial, goals can assist your student in making the most of their college experience and reaching their fullest potential.
Academic Resources

An Academic Advisor is a faculty member in your student’s major department who is available to answer academic questions and offer guidance about the academic program.

Associate Deans of each school assist students with an array of academic issues including withdrawing from a class or college, leaves of absence and academic probation.

Academic Support and Achievement Program (ASAP) helps students of all ability and achievement levels identify how they learn best by providing assistance in writing, reading, study skills and math. Students can participate in individual, small group, workshop, classroom, Supplemental Instruction and Peer-Led-Team-Learning groups attached to demanding courses.

Advisement and Transition assists all students with academic planning, course selection, academic processes and choosing a major. The office also provides support as students make the transition to Cortland.

Career Services assists students with the planning of realistic career goals and teaching effective skills for a career choice, successful graduate and/or continuing education and employment search. Career Services includes the Career Resource Library, credential files, internship programs, Student Employment Services and Internship and Volunteer Office.

COR 101: The Cortland Experience is a one-credit course designed specifically for first-year students at SUNY Cortland with the goal of facilitating the intellectual and social integration of first-time college students into our academic community. The course provides important information on campus resources, policies and activities while challenging students to think critically about themselves and their academic life.

COR 201 is a one-credit course for new transfer students designed to assist them with the transition to SUNY Cortland.

International Programs Office provides help to students wishing to study abroad anywhere around the world during a semester or over a Winter or Summer Session. It is helpful if students explore these options early to work them into their degree plan. The office also provides support to our international students studying at SUNY Cortland.

The Library, located at the heart of the campus, is open seven days a week when classes are in session with late night hours, providing extended periods for study and computer use. Library staff work with students and faculty to promote information and computer literacy and to develop research skills. The library uses both traditional materials and new technologies to implement its programs and services and to access and deliver information.

The Registrar’s Office provides a variety of services and support that involve all facets of students’ academic records. Students often use this office to process academic paperwork, request transcripts and get help with academic policies and procedures such as registration.

Student Disability Services provides services for students that include personal counseling, educational outreach, and assessment and evaluation of documentation related to individual disabilities and the development of appropriate service plans.

Test Administration Services is a location where students with disabilities may take exams when faculty are unable to provide accommodations.

Transfer Credit Services provides transfer credit evaluations for new, accepted students and coordinates the permission to transfer credit process for continuing students interested in taking courses at another institution.

Student Life

Alumni Engagement helps students connect with the extended Cortland community right from the beginning. Students can participate in the Alum from Day One program, connect with alumni online, or attend an alumni speaking program to learn about life at Cortland and beyond.

Athletics provides a fun, competitive atmosphere. Students can attend athletic events for free with their SUNY Cortland ID. Visit cortlandreddragons.com for athletic schedules.

Campus Activities and Corey Union is home to our Student Activities Board and hosts many campus events. Campus Activities supports student organizations; brings concerts, lecturers, and events to campus; and works to increase the diversity of programs and student involvement on campus. Events are listed on the campus activities website: cortland.edu/coreyunion.

Clubs and Organizations are an excellent way for students to get involved on campus and meet other people with similar interests. There are a wide range of options including academic, cultural, faith-based, sport and Greek organizations.

Dowd Gallery hosts exhibits and educational programs in order to deepen intellectual engagement with the artwork on view and foster an appreciation for art and its cultural importance in general.

Institute for Civic Engagement promotes partnerships between students, community leaders, faculty and staff through service and involvement in the greater Cortland community.

Multicultural Life and Diversity Office strives to culturally enrich SUNY Cortland and create an inclusive campus by providing co-curricular programs and services that explore different cultures and the detrimental effects of stereotypes, -isms, and discrimination.

Performing Arts hosts a number of musical ensembles as well as classes and musicals that provide opportunities for students to sing, dance and play instruments or appreciate the performances of others.

Residence Life and Housing Office is responsible for the administration and supervision of the residence halls and presenting informational and educational programs on all aspects of college life. Residence Hall Directors (RHDs), Resident Assistants (RAs), Academic Peer Mentors (APMs), and Green Reps all live within the residence halls and are available to assist students with questions and concerns.

Student Government Association (SGA) represents the concerns and needs of all students. SGA oversees the use of the student activity fee, is a voice for the students in campus affairs, supports a wide variety of student organizations and provides services to all students. The downstate bus services is just one example of SGAs work.

Student Employment Services provides information about part-time jobs and ways to be further engaged in the community.
Health and Wellness

**Auxiliary Services Corporation Nutritionist** meets with students to discuss their nutrition or special dietary needs.

**Campus Ministries** provides opportunities for students to participate in interfaith activities, special events and volunteer programs through the Interfaith Center and O’Heron Newman Catholic Center. There are also a number of faith/non-faith clubs and organizations with which students may become involved.

**Community Bike Program** provides free bikes to check out during the fall and spring semesters.

**The Counseling Center** assists students with decision-making and adjustment to college life as well as provides developmental workshops and programs to anticipate and meet students’ needs.

**Health Promotion Office** emphasizes awareness of current health issues, prevention of diseases and illnesses, and promotion of health and wellness.

**Recreational Sports** provides multiple opportunities from intramural sports to sport clubs to personal trainers and events to help you use your leisure time productively and make a lifelong commitment to fitness. Students can utilize the fitness facilities at our Student Life Center, which vary from aerobic exercise, strength training and free weights to rowing machines, treadmills, elliptical cross trainers or space for calisthenics.

**Student Conduct Office** is responsible for developing and administering the Code of Student Conduct that supports the College’s values, goals and priorities. The program strives to create an environment that fosters personal integrity and promotes justice, equality and diversity on campus. Students have a responsibility to become familiar with the Code of Student Conduct and understand their rights and responsibilities on campus.

**Student Health Service** provides direct services, including diagnosis and treatment of common illnesses such as colds, sore throats, G.I. complaints, simple orthopedic problems and urinary symptoms. Staff also assist in the care of more chronic medical problems and provide information about emergencies and insurance, illness and disease prevention, education about healthy lifestyles and resources for health-related topics.

**Substance Abuse Prevention and Education** helps students understand the connection between substance abuse and their future success, identify their personal risk profile for chemical dependency and explore their options for coping with stress through educational workshops and resources.

**Title IX Office** offers prevention education and response regarding acts of discrimination, harassment and violence that are gender-based. In addition, the Title IX Office ensures institutional compliance with state and federal laws.

**University Police Department** promotes a safe and secure environment as officers perform all service and law-enforcement-related functions on a 24-hour-a-day basis. University police officers help students integrate into the campus and larger Cortland community by sharing expectations for being a community member. The officers provide educational programming on a range of personal safety issues.

Additional Resources

**Auxiliary Services Corporation** is a not-for-profit organization that provides a variety of services from dining, textbooks and ID cards to laundry, microfridge rentals and package pickup. Visit cortlandasc.com for details about all the programs and services offered.

**Campus Technology Services** supports computing and printing on campus. Students can contact The Help Center at 607-753-2500 for questions about computers, software or printing.

**Financial Aid Office** provides information and support to students, helping them negotiate federal and state financial aid processes. The office also connects students with scholarship opportunities and Work-Study. Every student has an assigned financial aid advisor. Financial aid is different from student accounts, the office that handles billing and payments.

**Student Accounts Office** collects and processes all charges related to the student bill, including tuition, mandatory fees and room and board.

**Summit Federal Credit Union** provides banking services to students, faculty and staff on campus.

**The Weekend Escape Bus** is a service provided by the Student Government Association, which contracts with a bus company to provide transportation downstate on the weekends for a reduced price. Destinations are Queens, NYC, N.J. and many stops for Long Island.

Family Information

Visit campus in the fall and spend time with your student during **Family Weekend**. There are events and activities designed for your entire family to enjoy. Go to cortland.edu/family-weekend for details.

**Siblings Weekend** provides a special time during the spring semester for brothers or sisters to visit SUNY Cortland. The activities are sponsored by the Student Activities Board and are designed for siblings between the ages of 6 and 16.

For additional resources and current information about SUNY Cortland, visit the **Parent and Family website** at cortland.edu/family.
**Cortland Lingo**

**Alpha Sigma Lambda** – Academic honor society for non-traditional students.

**Class Year** – Level determined by the credit hours earned: 0-25.5 = Freshman; 26-56 = Sophomore; 56.5-89.5 = Junior; and 90 or more = Senior.

**College Catalog** – An online catalog that includes requirements for majors, minors and concentrations, academic policy and procedures and course descriptions.

**Course Reference Number (CRN)** – A unique number used to identify a specific course and section in the Course Schedule.

**Credit hour** – The basic unit of credit in college courses.

**Dean's List** – A 3.3 semester grade point average and at least 12 credit hours are required to qualify for the Dean's List. Eligibility is every semester.

**DegreeWorks audit** – multi-use academic tool used for advisement and to track academic progress through graduation.

**Drop/Add** – The first five days of each semester during which students may drop and/or add courses to modify their schedules.

**Elective** – A course taken that is not a requirement toward the degree program for which a student is enrolled. However, credit is received for the course and the credit hours are applied toward the total number of credit hours needed for graduation.

**FAFSA** – Free Application for Federal Student Aid is required each year that a student requests financial assistance. This form must be completed to be eligible for aid.

**Full-Time Status** – Students must be enrolled in 12 credit hours in a semester to be considered full time. This may impact financial aid and other areas.

**General Education (GE)** – Courses required for graduation, which provide students with an intellectual and cultural basis for their development as informed individuals.

**Grade Point Average (GPA)** – Calculated by the amount of credit hours taken and the grade earned in each class. See cortland.edu/ advisement for more information.

**Hold** – A “hold” on a student’s record indicates there is an outstanding obligation (fees, signature, etc.). Holds must be taken care of before students will be permitted to register.

**Incomplete** – A designation indicating that a student has not completed all work for a course as determined by the instructor. Transcript will reflect a grade of INC. Undergraduate students must complete the course within one semester or the grade will change to failure (E).

**Lab** – A small, hands-on section of a course that is required with a lecture section.

**Lecture** – Usually a large class where the primary method of instruction is lecturing.

**Liberal Arts and Sciences Requirement (LASR)** – Courses that may be used in fulfilling liberal arts requirements for a degree. These courses are identified before the credit hour notation in the course description section of the College catalog.

**Leave of Absence (LOA)** – LOAs can be requested for a specific period of time, not to exceed one year, if the student is in good standing.

**Major** – An approved program of study leading to a bachelor’s degree. Majors require at least 30 credit hours of courses in the discipline.

**Minor** – An approved program of study in a discipline other than the major. A minor does not lead to a degree.

**myRedDragon** – An online portal where students can register for classes, monitor degree progress, pay bills, view grades or complete other campus functions.

**Prerequisite** – A course that is required as a prior condition for taking another course. Most courses beyond the introductory level require a degree of knowledge or preparation described by the prerequisites for the course.

**President's List** – College-wide honor for students receiving an A- or better in each course for a given semester.

**Probation, Academic** – Based on academic grade point average, students may be placed on academic probation by the associate dean. Failure to improve may lead to academic suspension.

**Retake** – Students may retake a course at SUNY Cortland to receive a new grade. Retakes cannot be taken at other institutions. The new grade will appear on the student’s transcript whether it is better or worse than the initial grade. Students should check with financial aid before retaking.

**Tau Sigma** – Academic honor society for transfer students.

**Tuition Assistance Program (TAP)** – Students must apply annually to the New York State Higher Education Services Corporation.

**Withdrawal from a Course** – Officially discontinuing enrollment in a course after the drop/add period and before the withdrawal deadline.

**Withdrawal from College** – Officially leaving the institution; processed through the associate dean.
Directory

Academic Support and Achievement Program (ASAP)
Van Hoesen, Room B-205 ......................................................... 753-4309

Advisement and Transition
Memorial Library, Room A-111 .................................................. 753-4726

Alumni Engagement
Brockway Hall, Room 208 ............................................................ 753-2516

Arts and Sciences, School of (Associate Dean's Office)
Old Main, Room 125 ................................................................. 753-4314

Auxiliary Services Corporation (ASC)
Neubig Hall .............................................................................. 753-2430

Campus Activities and Corey Union
Corey Union, Room 406 ............................................................. 753-2322

Career Services
Van Hoesen Hall, Room B-5 ....................................................... 753-4715

Counseling Center
Van Hoesen Hall, Room B-44 ..................................................... 753-4728

Educational Opportunity Program (EOP)
Cornsilk Hall, Room D-132 ........................................................... 753-4808

Education, School of (Associate Dean's Office)
Education Building, Room 1239 ............................................... 753-5431

Financial Aid Office
Miller Building, Room 205 ......................................................... 753-4717

The Help Center (technology/computer assistance)
Memorial Library ..................................................................... 753-2500

Honors Program
Old Main, Room B-13 ............................................................... 753-4827

Information Desk
Corey Union ............................................................................. 753-2700

International Programs Office
Old Main, Room 219 ................................................................. 753-2209

Library
Memorial Library ........................................................................ 753-2590

Parking Department
Whitaker Hall, Room 104 ........................................................... 753-4123

Multicultural Life and Diversity Office
Corey Union, Room A-407 .......................................................... 753-2336

President's Office
Miller Building, Room 408 .......................................................... 753-2201

Professional Studies, School of (Associate Dean's Office)
Professional Studies Building, Room 1175 .................................. 753-2702

Provost and Vice President for Academic Affairs
Miller Building, Room 408 .......................................................... 753-2207

Registrar's Office
Miller Building, Room 223 .......................................................... 753-4702

Residence Life and Housing Office
Van Hoesen Hall, Room B-33 ..................................................... 753-4724

Student Accounts Office
Miller Building, Room 33 ............................................................ 753-2313

Student Conduct Office
Corey Union, Room B-409 .......................................................... 753-4725

Student Employment Services
Van Hoesen Hall, Room B-4 .......................................................... 753-2223

Student Government Association (SGA)
Corey Union, Room 217 .............................................................. 753-4816

Student Health Service
Van Hoesen Hall, Room B-26 ....................................................... 753-4811

Title IX Office
Miller Building, Room 404 .......................................................... 753-4550

Vice President for Student Affairs
Corey Union, Room 407-A ............................................................ 753-4721

University Police Department
Whitaker Hall, Room 110 .............................................................. (emergency) 753-2111
.............................................................................................. (non emergency) 753-2112

For more information, see the SUNY Cortland website at cortland.edu.