



SUNY Cortland Dual Diploma Programs

Frequently Asked Questions:

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•Your Academic Curriculum

What information do I need before I enroll in a course?

You will want to enroll in courses that count toward your degree, so it is always important to talk to your academic advisor and an advisor in International Programs when you plan to enroll in a course. Our Turkish DDP students are in programs housed in the Economics Department (136 Old Main) and the Modern Languages Department (228 Old Main). You can find your advisor's name by visiting the department office or looking at your CAPP in MyRedDragon.

Where do I get information about my classes?

A lot of information about your classes is available online. To see what classes are being offered in any one semester see http://studentinfo.cortland.edu/pls/prod/regweb.course_sched.

To see what classes you are currently enrolled in, you should first use MyRedDragon to see your CAPP (look for the "In Progress Courses" box). To find out more about the requirements within a particular course, see the course description in the schedule of classes (link above). To learn more about the "syllabus" for a course, contact the instructor, or the department secretary. If you have problems getting information, talk to your advisor or your associate dean (125 Old Main).

Be sure to check your CAPP regularly during the semester and also check your Cortland email account for information about classes etc.

Is it possible to take classes that are not part of the Dual Diploma Program?

It is possible, but it is not recommended. Speak to your advisors (in your department and in International Programs) about any course that you want to enroll in. If you enroll in courses that do not count to the major, and do not count to General Education, you will certainly create complications in the granting of a degree from SUNY Cortland.

If a class is closed, or restricted in some way, is it possible to have the restriction lifted?

It is possible in some cases. A lot depends on the nature of the restriction. If you cannot register for a course in department X you can ask the department chair to make an exception to allow you into the class. If the chair agrees, then "a flag is lifted" to let you in. This means that you now have permission to enroll in the class. You have to act on that as quickly as possible. If the department chair does not agree to "lift the flag" you will not be allowed in the class.

To find a department chair look for their web page on our campus pages (www.cortland.edu), or visit your associate dean's office (125 Old Main),

What deadlines are important for my curriculum?

The first deadline is called "add and drop" – it is at the end of the first 5 days of the semester. In the add and drop period students can alter their schedule for the upcoming semester. It is recommended that international students make no changes to their schedule without the advice of the International Programs Office. After the add and drop period ends it is not possible for a student to add a semester-long course to his/her schedule.

The next deadline is the deadline for adding a "quarter course." A very small number of courses begin in the middle of the fall semester (approximately October 15th) or in the middle of the spring semester (approximately March 15th). Students can add these courses up to the first day of the quarter class.

The third deadline is the deadline to withdraw from a course. This is typically November 15th (fall) and April 15th (spring). This is the last day to exit from a course with no grade. Your transcript will show the withdrawal by noting the course title and the letter "X" where a grade normally appears. There is no opportunity this late in the semester to add credits to your schedule. International students must maintain a minimum of 12 credits.

Watch your cortland.edu email carefully – you will be notified by several offices on campus about upcoming deadlines that may apply to you.

What is a "HOLD"?

A HOLD is an administrative procedure that prevents a student from accessing a wide variety of SUNY Cortland benefits – it effectively freezes you in place until the HOLD issue is resolved. If you learn from Banner, or an official on campus, that you have a HOLD, you should talk to the Registrar about the source of the HOLD, and how it can be removed. It is important to address these issues quickly and directly.

Can I take winter session or summer session classes?

Yes – the summer schedule of classes is usually posted to the registrar's web site in late March

See <http://www2.cortland.edu/offices/registrar-office/index.dot>

The winter session schedule should be available in mid October.

In summer there are 2 main sessions, in each session a student can take up to 7 credits.

In winter there is only one session, and a student is limited to no more than 5 credits.



How do I know if I am progressing toward the degree? (What is the CAPP for?)

Speaking to your academic advisor is always important when assessing your progress in the degree. You should bring a copy of your CAPP to the advisor, and start a discussion about any requirement marked with a “NO” or “Not Met” on the CAPP. The CAPP is the document relied on by the college to determine if a degree should be granted or not. Be sure to consult it several times each semester. The CAPP shows you what college requirements apply to you, what major requirements apply, what general education requirements apply. It shows your GPA overall and in the major. It lists the courses you are enrolled in and alerts you to possible issues that put your graduation at risk.

How many credits should I take each semester?

A student must have at least 12 credits in a fall or spring semester. The normal enrollment is 15 credits. It is possible to enroll in 18 credits, but that puts a student in a very difficult situation. For anything above 18 credits, special permission of your associate dean is required.

Winter and summer sessions are different...see above.

•About SUNY Cortland

Where can I find out more about the courses/programs at SUNY Cortland?

The best overall view is in our catalog:

see

<http://www2.cortland.edu/academics/undergraduate/catalog/>

for the undergraduate catalog. The International Programs Office will also be able to direct you to areas of interest.

Department chairs, and department secretaries are also a very valuable source of information regarding particular programs and faculty in a department. Your Associate Dean can also help, visit 125 Old Main.

What clubs/groups can I join as a SUNY Cortland student?

There is a very large variety of extra-curricular opportunities on our campus. Start by looking at the list of organizations on this page:

<http://www2.cortland.edu/student-life/clubs-and-organizations/>

When you get to our campus be sure to visit the Student Government Association offices in Corey Union.

<http://www2.cortland.edu/student-life/clubs-and-organizations/sga/>

What else do I need to know about upstate New York?

The city of Cortland is in a central position in a part of New York State called “upstate.” As cities go, Cortland is quite small, but nearby are some larger cities: Syracuse to the north, Binghamton and Ithaca to the south. If you want to visit very large cities, New York City is a 4 hour drive to the south and Boston is a 6 hour drive to the east. Upstate New York has many wonderful parks, great lakes, and great skiing.