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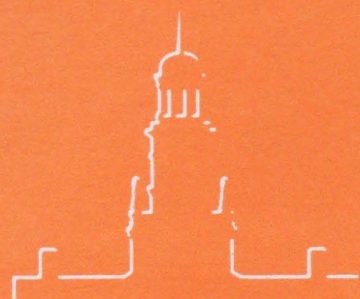
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# Buffalo State

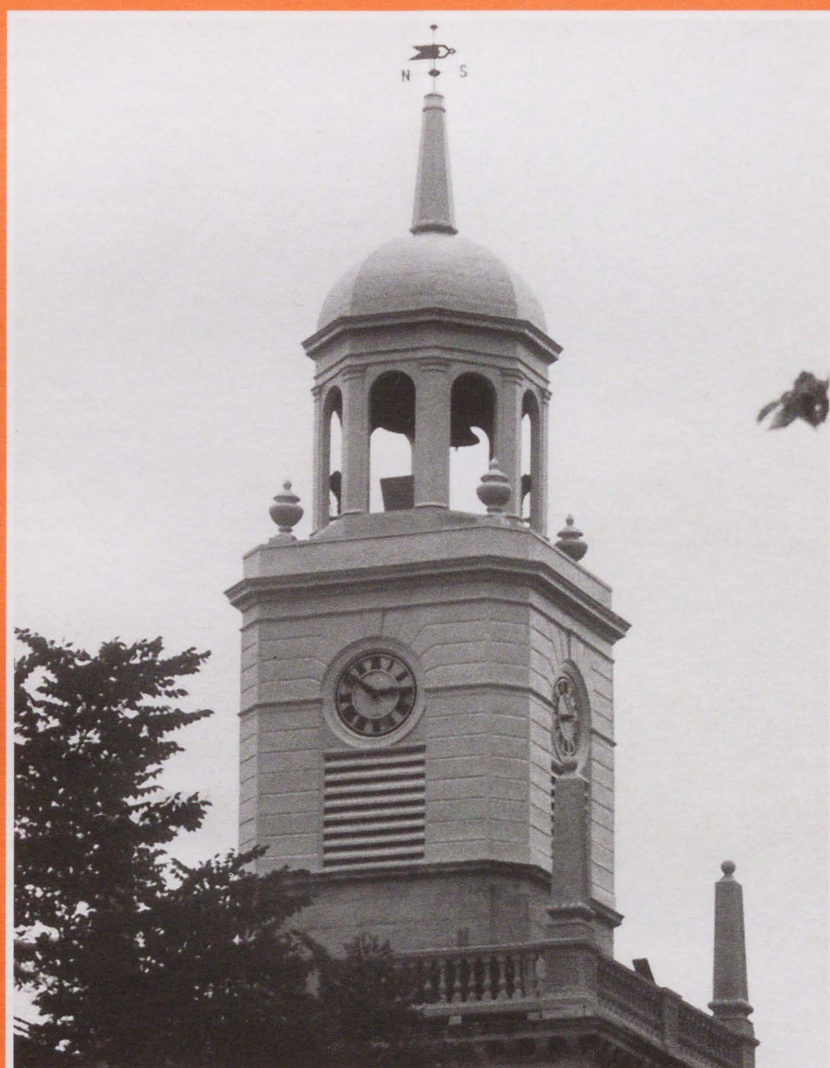
*State University of New York*

## ADULT AND EVENING STUDENT PROGRAMS

VOLUME XVII, ISSUE 1

SPRING 2001

October 2000



## Buffalo State Evening Programs

Undergraduate Credit Courses



## About Buffalo State

Buffalo State is the largest university college in the State University of New York system. Founded in 1871, Buffalo State offers undergraduate programs in some 70 fields and graduate programs in more than 30. It presents special opportunities for study because of its unique position as the only college in the state system located in an urban environment.

Buffalo State is strongly committed to adult education and attempts to make evening study for working students as convenient as possible. Each semester almost a thousand students enroll as evening-only (6pm and later) students. Over 25 percent of the college's undergraduate enrollment is age 25 or older.



Buffalo State enjoys an ideal situation within the city. Elmwood Avenue is a highly attractive and vital area that offers easy access to the rest of the community. The renowned Albright-Knox Art Gallery and beautiful Delaware Park are just across the street from the college's main entrance.

Almost 11,000 students make Buffalo State a busy and stimulating place to learn, play, and meet interesting people. About 80 percent of all students are commuters.

In keeping with its mission to provide education in the liberal arts and sciences, sound career preparation, continuing education for non-traditional students, service to the local metropolitan region, and programs in teacher education, Buffalo State continues to search for new ways to fulfill and anticipate the educational needs of all students.

This publication is funded by revenue from credit-bearing courses and fees. 1500 copies were printed October 2000. Editor: Sandra V. Weatherbee, Text Preparation: Kim Sargent, Adult and Evening Student Programs, Twin Rise 100.

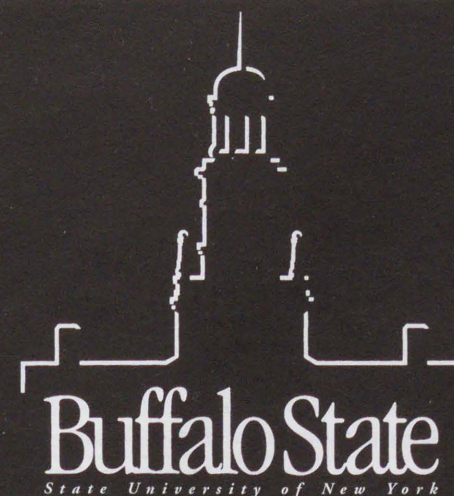
This bulletin is current as of October 2000. The college reserves the right to cancel any course described herein, and to change any rules governing curriculum, administration, tuition, fees, admissions, regulations affecting students, dates, and course content. Each student is expected to have knowledge of the information contained in this bulletin and in other college publications.

State University College at Buffalo is an affirmative action/equal opportunity institution which subscribes to all federal, state, and SUNY legal requirements and does not discriminate against applicants, students, or employees on the basis of race, sex, ethnicity, sexual orientation, religion, age, disability, marital or veteran status. Any violation of this policy should be reported to the Equity and Campus Diversity Office, Cleveland Hall 415, (716) 878-6210.

### Academic Support Programs (ASP):

• Academic Skills Center .....	(716) 878-4041
• Collegiate Science & Technology Program .....	878-4197
• Services for Students With Disabilities .....	878-4500
Admissions .....	878-4017
Alumni .....	878-6001
Bookstore .....	878-5509
Campus Escort Service (University Police) .....	878-6333
Career Development .....	878-5811
College Information .....	878-4000
Continuing Education .....	878-5907
Counseling Center .....	878-4436
Drinking Driver Program .....	878-5226
Educational Opportunity Program .....	878-4425
Enrollment Support & Retention Programs (ESRP):	
• Academic Advisement .....	878-5223
• Academic Standards .....	878-5222
• Adult & Evening Student Program .....	878-5906
• Success Track for Academic Readiness .....	878-4048

• Transfer Student Services .....	878-5906
Financial Aid .....	878-4902
Food Service .....	878-5214
General Studies .....	878-5303
Graduate Office .....	878-5601
Health Center .....	878-6711
Identification Cards .....	878-6303
International Student Affairs .....	878-5331
Library .....	878-6313
Non-Traditional Student Organization .....	878-4034
Orientation .....	878-5336
Registrar's Office .....	878-4905
Residence Life .....	878-3000
School Closing Information .....	878-5000
Student Accounts .....	878-4121
Teacher Certification .....	878-6121
Traffic Office .....	878-3041
University Police / Emergencies .....	878-6333
Veteran Counseling .....	878-5045



## Buffalo State Adult and Evening Student Programs

The Adult and Evening Student Programs Office is open Monday through Thursday, 1:00 p.m. to 9:00 p.m. and Friday 8:30 a.m. to 4:00 p.m. During the Fall and Spring semesters. Call us at (716) 878-5906. FAX (716) 878-4037. E-mail: [www.buffalostate.edu/~esrp/adulteve.html](http://www.buffalostate.edu/~esrp/adulteve.html)

### About the Center

The Adult and Evening Student Programs Office, located in Twin Rise, is designed to accommodate Buffalo State's adult and evening student population.

Twin Rise is alive at night, well-lighted, and accessible. It is devoted to meeting the needs of Buffalo State's adult and evening students and prospective students. The Adult and Evening Student Programs Office is open Monday through Thursday, until 9 p.m., every night school is in session and Friday, 8:30 a.m. to 4:00 p.m. Call us at (716) 878-5906.

### Courses for Evening and Weekend Students

This publication contains all evening (after 6 p.m.) and weekend credit-bearing offerings at Buffalo State. It provides basic information about registration procedures and campus cultural, recreational, library and dining facilities. Students seeking information about daytime courses should consult either the undergraduate or graduate class schedules.

### Undergraduate Credit Courses as a Non-Degree Student

If you are interested in taking courses for undergraduate credit without working toward a degree, you may enroll in up to 11 credit hours of course work each semester on a space availability basis. These credits may be applied toward a degree here, should you apply and be accepted as a formal matriculated student at a later date. The one-page registration form contained in this booklet is all that is required for admission to credit-bearing undergraduate courses.

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### Visit Our Webpage:

[www.buffalostate.edu/~esrp/adulteve.html](http://www.buffalostate.edu/~esrp/adulteve.html)

For the most current info about:

- Undergraduate evening Course Schedule
- Alternative Methods of Earning Credit
- Intersemester
- Alpha Sigma Lambda



## Academic Calendar

### Orientation, Advisement and Information

Evening Undergraduate Spring Registration Advisement ..... **Wed., November 8**  
(see page 19) 5 - 7:00 p.m.  
Twin Rise

Orientation and Advisement for New Evening Undergraduate Students ..... **TBA**

English Composition Competence Tests ..... **Mon., November 6**  
5:30 p.m.  
Twin Rise 104

Mathematics Competence Test ..... **Tues., November 7**  
5:30 p.m.  
Bulger Communication Center, North

### Registration

Registration for Degree Seeking

Students ..... **Friday, November 10 — Friday, November 17**

Final Registration for Undergraduate

Degree-Seeking Students ..... **Wed., Thurs., Friday, Jan. 17, 18, 19**

Graduate Student Final Registration ..... **Wed., Jan., 17**

Evening Registration for Undergraduate

Evening and Non-Degree Students ..... **Thurs., Jan., 18**

Late Registration (late fee charged) ..... **Friday, Jan., 19**

Drop/Add Registration ..... **Mon., Jan., 22 — Friday, Jan., 26**

Last day to drop without financial penalty ..... **Friday, Jan., 26**

### Class Schedule and Holidays

Intersemester ..... **Wed. — Friday, Jan., 3-19**

Classes Begin ..... **Mon., Jan., 22**

President's Day Recess ..... **Mon. — Tues., Feb. 19-20**

Spring Break ..... **Mon. — Sat., April 9-14**

Study Day ..... **Friday, May 4**

Critique/Evaluation Period

(may not apply to all evening courses) .... **Mon. — Thurs., May 7-10**

Last Day of Classes ..... **Thursday, May 3**

Commencement ..... **Saturday, May 12**

### Evening Student Assistance Team

Buffalo State tries to make college study as convenient as possible for all students. Furthermore, since it recognizes that its evening students may have special concerns, the following offices have designated particular staff as specifically responsive to the college's evening students. Not all of these professionals necessarily maintain regularly scheduled evening hours, however.

**Admissions:** Sandra Swinford, 878-5713

**Academic Advisement:** Marie Ferraro, 878-5223

**Academic Skills Center:** All staff maintain equal responsibility for all college students, 878-4041

**Academic Standards:** Paul Beaudet, 878-5222

**Career Development:** All staff maintain equal responsibility for all college students, 878-5811

**Educational Opportunity Program:** Ann Galbraith, 878-4426

**Financial Aid:** All staff maintain equal responsibility for all college students, 878-4901

**Registrar:** All staff maintain equal responsibility for all college students, 878-4905

**Student Accounts:** All staff maintain equal responsibility for all college students, 878-4121



The Adult and Evening Student Programs Office (878-5906) can coordinate access to and provision of all college services.

## Evening Degree Programs

Buffalo State offers 16 undergraduate degree programs which have been specifically scheduled to accommodate the evening student. Major courses for these degrees are offered at night (after 6:00 p.m.) and on weekends, allowing the student to complete degree requirements without having to attend daytime classes. The degree programs are described here. For more information about these programs contact the Admissions Office at 878-4017 or the individual department.

### The Arts

Offered by the Performing Arts Department  
Donna Eskew McCarthy, M.A., Chairperson  
Rockwell Hall 203, 878-6401

**Bachelor of Arts degree granted**

The arts is an interdisciplinary program designed for students with interest and talent in several art media. The nature of the program provides ample flexibility for significant study in two or three of the following areas: fine arts, design, music, theater, and dance. An evening-only student's ability to progress in this program depends substantially upon a significant background of art experience or coursework.

### Broadcasting

Offered by the Communication Department  
Janet Ramsey, Ph.D., Chairperson  
Bishop Hall 210, 878-6008

**Bachelor of Arts degree granted**

The broadcasting program is a mix of practical experience and relevant theory. It is tied closely to the professional community and emphasizes realistic and in-the-field broadcasting experience. Preparation for careers in television and radio broadcasting and allied fields is provided.

### Business: Special Studies

Offered by the Business Department  
Michael J. Littman, Ph.D., Chairperson  
Chase Hall 302, 878-4239

**Bachelor of Science in Special Studies degree granted**

The bachelor of science in special studies-business is designed to serve students interested in various areas of business and industry. The program provides the student with a basic business core of courses and permits a concentration in a specialized area, such as management, marketing, and international business. The program accommodates the needs of transfer students and provides significant flexibility.

### Computer Information Systems

Offered by the Computer Information Systems Department  
Lawrence Scott, Ph.D., Chairperson  
Chase Hall 202, 878-5528

**Bachelor of Science degree granted**

The computer information systems program, which is broader than the traditional computer science program, is designed to prepare people in the computer field. It is planned to satisfy the ever-increasing need for personnel capable of managing computer projects or centers and data processing installations. Through cooperation with employers, this program has been developed to satisfy present and anticipated needs for a wide spectrum of computer manpower.

### Criminal Justice

Offered by the Criminal Justice Department  
Charles Reasons, Ph.D., Chairperson  
Classroom Building C114, 878-4517

**Bachelor of Science degree granted**

Criminal justice is an academic program with close community ties. Its primary goal is to deal with current problems and concerns of the administration of justice by taking the classroom into the community. It attempts to provide a means for testing theoretical concepts in the real world. In this way some determination can be made on the theory in terms of its relevancy to the real problems of the system.

### Engineering Technology: Electronics Option

Offered by the Technology Department  
Peter S. Pawlik, Ph.D., Program Coordinator  
Upton Hall 314/315, 878-4932/6017

**Bachelor of Technology degree granted**

The electronics engineering technologist is employed in the design, testing, and fabrication of digital systems and electronic communication systems.

### Engineering Technology: Mechanical

Offered by the Technology Department  
Peter S. Pawlik, Ph.D., Program Coordinator  
Upton Hall 314/315, 878-4932/6017

**Bachelor of Technology degree granted**

The mechanical engineering technologist is employed in the design, testing, and manufacture of machinery. This includes a broad scope of items ranging from consumer goods and machine tools to heat and power equipment.



### Engineering Technology: Power and Machines Option

Offered by the Technology Department  
Peter S. Pawlik, Ph.D., Program Coordinator  
Upton Hall 314/315, 878-4932/6017

#### Bachelor of Technology degree granted

The electro-mechanical engineering technologist is employed in the design, testing, and manufacture of electrical machinery, electrical power systems, and control systems. The graduate from this program has a diversified background and can fill many industrial positions which require a knowledge of both mechanical and electrical technology.

### Financial Economics

Offered by the Economics and Finance Department  
Douglas Koritz, Ph.D., Chairperson  
Classroom Building B207, 878-4606  
Bachelor of Science degree granted

The financial economics major provides a thorough background for any aspect of financial service, such as positions in investment companies, banks, financial planning, etc. The program also provides a background in economic theory, statistics, mathematics, accounting, and computer science.

### General Studies

Academic Support Programs, South Wing 310, 878-5303  
Bachelor of Science degree granted

The general studies program is directed primarily at working adults and is designed to allow them to obtain a degree in a reasonable period of time. The program is interdisciplinary in nature with the choice of concentration in one of two distinct tracks. Track I utilizes existing college academic minors. Track II permits students to develop an individualized course of study through an advisement structure to guide and monitor that course of study. An integrating research project (495) of three credit hours culminates the requirements for the program.

### Graphic Design

Offered by the Design Department  
Stephen F. Saracino, M.F.A., Chairperson  
Bachelor of Science degree granted  
Upton Hall 212, 878-6032

For those students interested in a studio degree with a strong academic component, the Design Department offers the bachelor of science degree with a concentration in graphic design. The program provides a strong foundation in drawing, two-dimensional design, three-dimensional design, and design history. Upper-level concentrations equip students with the skills, insights, and self-confidence associated with professional graphic design. The academic courses offer additional opportunities to minor or to broaden the college experience beyond the studio. Special Portfolio Requirement: After completion of the foundation studio courses and the introductory course in the concentration, a student must submit a portfolio for review by the faculty in the intended concentration. Only students receiving a positive recommendation may enter the concentration and may continue in upper-level concentration courses. Note: Transfer students are urged to bring their portfolios to orientation advising to

facilitate placement in departmental courses. The Design Department reserves the right to retain students' work for official purposes such as exhibitions, catalogs, teaching aids, or for permanent collections. Students are expected to assume the costs of materials they use in their courses. All studio courses may have an additional instructional charge for materials used in class.

### Humanities

Administered by the Dean of Arts and Humanities  
Susan Leist, Ph.D.

Bishop Hall 119, 878-5401

#### Bachelor of Arts degree granted

The humanities degree is an interdisciplinary program designed for students who seek a broad liberal arts foundation. The program provides ample opportunity to pursue individual interests in English, philosophy, foreign languages, and the humanities.

### Industrial Technology

Offered by the Technology Department  
Peter Pawlik, Ph.D., Program Coordinator  
Upton Hall 314/315, 878-4932/6018  
Bachelor of Science degree granted

The industrial technology program prepares graduates for technically-oriented management positions in business and industry. It draws upon the principles of management, the physical sciences, the technology of industry, and the liberal arts for the solution of problems involving industrial processes, materials, products and services, and the supervision of the personnel involved.

### Social Work

Offered by the Social Work Department  
Patrick Dexter, M.S.W., Chairperson  
Classroom Building B114, 878-5705  
Bachelor of Science degree granted

The social work program prepares students for social work practice at the first professional level and is accredited by the Council on Social Work Education. Consistent with accreditation standards, the social work courses are in the following areas—human behavior in the social environment, social welfare policy and services, intervention methods, research, and field instruction.



### Urban-Regional Analysis & Planning

Offered by the Geography and Planning Department  
Raymond Waxmonsky, Ph.D., Chairperson  
Classroom Building A-213, 878-6216  
Bachelor of Science degree granted

The program at Buffalo State is designed to provide students with a sound, fundamental knowledge of one of the principal planning areas: urban or community planning.

### Vocational Technical Education

Offered by the Educational Foundations Department  
John Popovich, Ed.D., Program Coordinator  
Bacon Hall 306, 878-4717  
Bachelor of Science (Education) degree granted  
as a vocational teacher

The program prepares skilled trades people for a teaching position in city high schools, area vocational schools (BOCES), technical institutes, and community college vocational-technical programs. Courses are provided in trade analysis, course organization, evaluation, methods of instruction, philosophy, facility planning, and a practice teaching experience. Verified work experience is a prerequisite for enrolling and varies with the educational background of the applicant. The department also offers an evening program for individuals seeking private trade school certification. The Vocational Technical Educational Office is open Monday — Thursday, 8:00 am to 6:00 pm.





## Undergraduate Evening Minor Programs

Buffalo State offers six academic minor programs for evening students. An academic minor is an optional study program available to undergraduate students. A minor may be used to complement the major course of study, broaden and enhance career opportunities, gain expertise in an area of interdisciplinary studies, or provide study in a subject of special interest. The minors available at Buffalo State are specially conceived sequences of courses designed to fulfill these general goals. For more information about academic minors, consult the Undergraduate Catalog and the appropriate academic department.

### Computer Information Systems

**Offered by the Computer Information Systems Department**  
**Lawrence Scott, Ph.D., Chairperson**  
**Chase Hall 202, 878-5528**

Computer systems are utilized today in virtually every segment of business, industry, and government. These systems support the routine activities, as well as the sophisticated and complex needs of a multitude of users. While computer "literacy" may have many different meanings, it is clear that an increasing level of understanding, orientation, and experience with computerized applications will benefit students in a wide spectrum of departments.

The CIS minor is designed to offer a flexible set of study tracks. It may be used to enhance many major programs of study tracks. It may be used to enhance many major programs of study and also provides an opportunity for some specialization. The skills which will be gained through this minor will broaden career opportunities and may expand on the personal interests of many students.

### Creative Studies

**Offered by the Center for Studies in Creativity**  
**Gerard Puccio, Ph.D., Director**  
**Chase Hall 218, 878-6223**

The creative studies minor focuses on creative problem-solving techniques and how they apply to many academic and personal uses. It fosters awareness of a variety of systematic approaches. Students are challenged to find ways to connect the content of their disciplines with various creative problem-solving methods and procedures.

### Criminal Justice

**Offered by the Criminal Justice Department**  
**Charles Reasons, Ph.D., Chairperson**  
**Classroom Building C114, 878-4517**

The criminal justice minor is open to all students who have completed at least one semester of full-time study at Buffalo State and who are in good academic standing at this institution. The curriculum is composed of 18 credit hours taken from the criminal justice program and will provide a basic background in the subject area. All of the hours are normally taken at BSC and only six semester hours at the lower division level.

### Management Economics

**Offered by the Economics and Finance Department**  
**Douglas Koritz, Ph.D., Chairperson**  
**Classroom Building B 207, 878-6640**

The management economics minor is designed to provide students not majoring in business studies or in economics with basic management skills to prepare such students for administrative positions in both the private sector and the public sector.

### Quality

**Offered by the Technology Department**  
**Deborah Rindfuss Ellis, M.B.A., Quality Minor Coordinator**  
**Upton Hall 314/315, 878-4932/6017**

With the onset of global competition, and in particular, the formation of the European Community and the European Free Trade Association, America's manufacturing and service organizations are becoming increasingly aware of the need to improve the quality of their operations. This interdisciplinary minor will provide students with the opportunity to: 1) learn various quality improvement philosophies, tools and techniques, and 2) participate in a culminating internship/externship quality project experience.

### Safety Studies

**Offered by the Technology Department**  
**James M. Shea, M.S. Ed., Program Coordinator**  
**Chase Hall 124, 878-6927**

The major social problem of our nation, in terms of wasted human and national resources, is that of accidents and public health and safety as affected by numerous industrial and social processes. Losses have surpassed the staggering figure of \$75 billion and 100,000 lives each year. Safety science and technology is, without doubt, the principal source of help for humanity in effectively controlling those accidents and processes that result in personal injury or death, property destruction and degradation of the social and natural environments. The safety studies minor is designed to provide the basic preparation needed by individuals for entry into the public and private health and safety professions. Courses available within the minor provide an opportunity for both general and specialized preparation in safety, risk assessment, and public policy to meet a variety of student interests and needs.

## Alpha Sigma Lambda



Alpha Sigma Lambda is a national honor society devoted to recognizing excellence and scholarship in adult students. Buffalo State's Theta Kappa chapter is devoted to honoring the special achievements of adults who accomplish academic excellence while facing the competing interests of home and work. The chapter elects its own officials and meets periodically throughout the academic year. For more information about Alpha Sigma Lambda, call the Adult and Evening Student Programs Office, 878-5906.

Buffalo State  
State University of New York

## Evening Undergraduate Admissions and Enrollment Information

Buffalo State's evening program is comprehensive.  
The college offers almost 200 undergraduate courses that meet after 6 pm or on weekends. The 16 undergraduate majors which can be completed exclusively through evening or weekend study are highlighted on pages 3 - 5 of this publication.

All undergraduate students at the college take a substantial portion of their academic work in the arts, humanities, social sciences, mathematical and natural sciences, and applied sciences. This, the college's general education requirement, is designed to provide the student with a liberal education and to provide experiences in areas other than those directly related to the major.

The college offers programs leading to the degree of bachelor of arts, bachelor of fine arts, bachelor of science, bachelor of science in education, and bachelor of technology. In addition to conventional degree programs, students may tailor special curricula to their own backgrounds, talents, and goals through the general studies degree program.

Transfer students from two-year colleges may take programs based upon specialized courses which they have taken at previous institutions. Other programs are especially designed to accommodate the upper-division academic needs of the transfer students. All programs welcome qualified students who have begun their college study at other institutions.

### Admissions

There are two ways to register for credit-bearing undergraduate courses at Buffalo State. Each is appropriate for different needs. Students are urged to submit applications as early as possible, since space is **limited**. Admissions to both the matriculated (formal degree-seeking) or the non-matriculated (non degree-seeking) status is on a rolling basis until enrollment goals have been met. Applicants should contact the Admissions Office to determine if the college is continuing to process applications.

**Non-Matriculated Status.** This non-degree status offers several advantages. It is preferable if you are interested in taking a course or two but are not necessarily planning on working toward a college degree. You may already have a degree or intend to take certain courses because of your interest in a particular field. In the event that you subsequently change your mind and decide to embark upon a degree program, any course taken under this status may be transferred into that program.

Another feature of the non-matriculated status is the ease and simplicity of its registration request procedure. The Non-Degree Undergraduate Registration Application is contained in this booklet. It can be filed either with the Admissions Office or the Adult and Evening Student Programs Office.

**Matriculated (Degree-Seeking) Status.** This status is appropriate if you are seeking a college degree. It offers the following advantages: you enjoy first priority registration, receive direct departmental advisement, and are more likely to be eligible for financial aid.

(Continued on next page)

### The Advantages of Matriculation

Matriculation means having formally applied for degree-seeking admission to Buffalo State and, in turn, having been subsequently accepted by the college into this status.

- Matriculated students enjoy priority course registration (access to many courses can be limited).
- Matriculated students receive academic advisement and transfer credit acceptance.
- Only matriculated students can register for full-time (12 or more credit hours) standing.
- Only matriculated students are eligible for financial aid.

### The Few Instances

#### When Non-Matriculated Study is Appropriate

Students cannot earn a degree while in non-matriculated (non-degree) status, although academic records will be maintained in the college's Registrar's Office. Non-matriculated students register on a space-availability basis during final registration and are ineligible to attend any of the earlier registration periods held during the previous semester or during orientation. Non-matriculation is appropriate, however, under the following circumstances:

- Students who seek only certain courses, not necessarily a formal degree.
- Students who decide to attend college too late to file the application for the matriculation process.
- Students whose previous academic record would preclude matriculated admission.

**Please note: It is not necessary to resubmit this form each semester if you are currently registered as a non-matriculated student.**

It is important that you know that all course registration through the non-degree status is conducted on a space available basis only. This means that degree-seeking students have first priority in registration. If you are interested in high-demand programs at the college, you should consider applying directly for degree-seeking status.

You may not conduct full-time (12 credit hours) under this status. No financial aid is available to non-degree students.

Registration for non-degree students will take place  
**Thursday, January 18, 2001**



This status requires formal application to the college.

The application procedure consists of completing a general State University of New York application and mailing it to Albany. This application allows you to apply to any post-secondary school in the SUNY system.

There is an application fee of \$30 for each college to which you apply. This fee is not applicable for EOP applications or transfer students coming directly to the college after having received their associate's degree from a two-year SUNY institution.

Recent high school graduates will need to produce high school transcripts. If you expect to transfer previous college credit to Buffalo State, you will need to submit official college transcripts directly to the Admissions Office.

Processing the application and subsequent notification takes a minimum of one month.

**Students not enrolled in any college or university**

High school graduates not enrolled in any college or university

may apply as new students by following the procedure for new matriculated or non-matriculated students, as noted above.

**Students enrolled in a college or university other than Buffalo State (Visiting Students)**

Follow procedure above for new non-matriculated undergraduates.

**Both application forms are available at the following offices:**

**Admissions**  
Cleveland Hall 206  
(716)878-4017

**Adult and Evening Student Programs**

Twin Rise 100  
(716)878-5906

**Buffalo State**

1300 Elmwood Avenue  
Buffalo, NY 14222-1095

**ALL STUDENTS EXPECTING TO REGISTER  
MUST ENROLL IN ONE OF THESE CATEGORIES**



# BUFFALO STATE COLLEGE

**Admissions Office**

Cleveland Hall 210 • 1300 Elmwood Avenue

Buffalo, New York 14222-1095

Phone: (716) 878-4017 • Fax: (716) 878-6100

Email: [admissio@buffalostate.edu](mailto:admissio@buffalostate.edu)

**UNDERGRADUATE NON-DEGREE REGISTRATION  
APPLICATION: PART-TIME STUDY ONLY**

**PLEASE NOTE:**

1. Applicants who have been dismissed from any institution of higher education will not be considered for registration as a student until 12 months from date of dismissal.
2. Applicants may use this form **only** to register for part-time **undergraduate** study (**fewer** than 12 credit hours). Filing this form will enable the applicant to register for **undergraduate** college courses as a non-degree student. The applicant's registration code will be designated 8100. No degree will be conferred to students in this status. Applicants desiring the eventual conferral of a degree must file a formal application to the college as a matriculated student and submit all necessary supporting documents.
3. **NO FINANCIAL AID IS AVAILABLE FOR NON-DEGREE STUDENTS.**
4. **THIS APPLICATION MUST BE SUBMITTED TO THE ADMISSIONS OFFICE (GC210) 48 HOURS PRIOR TO DATE OF REGISTRATION.**

**PLEASE PRINT**

1. SOCIAL SECURITY NUMBER: \_\_\_\_\_ 2. DATE OF BIRTH: mm/ \_\_\_\_\_ dd/ \_\_\_\_\_ yy/ \_\_\_\_\_
3. NAME (last) \_\_\_\_\_ (first) \_\_\_\_\_ (middle) \_\_\_\_\_
4. Semester you want to enter: Year: 20 \_\_\_\_\_ TERM (circle one): Spring (1) Summer (2) Fall(3)
5. Have you completed any previous college coursework? Yes (B) No (C)
6. Are you a VET (circle one): Yes (V) No ( )
7. Have you ever been: A) Convicted of a felony? Yes (C) No ( )  
B) Dismissed from a college for disciplinary reasons? Yes (D) No ( )
8. GEOGRAPHIC CODE of permanent residence (See Table A below): \_\_\_\_\_
9. ETHNICITY (optional, check one):  
(W) \_\_\_\_\_ White, non-Hispanic (A) \_\_\_\_\_ Asian or Pacific Islander  
(B) \_\_\_\_\_ Black, non-Hispanic (I) \_\_\_\_\_ American Indian or Native Alaskan  
(H) \_\_\_\_\_ Hispanic (O) \_\_\_\_\_ Other
10. GENDER (circle one): Male Female
11. ADDRESS (PLEASE PRINT)  
Street: \_\_\_\_\_ Phone# ( \_\_\_\_\_ ) \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_ or Province: \_\_\_\_\_ Zip: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**TABLE A - N.Y.S. GEOGRAPHIC CODES**

01 Albany	12 Delaware	23 Lewis	35 Richmond (Staten Is.)	50 Rockland	60 Tioga
02 Allegany	13 Dutchess	24 Livingston	40 Niagara	51 St. Lawrence	61 Tompkins
03 Broome	14 Erie	25 Madison	41 Oneida	52 Saratoga	62 Ulster
04 Cattaraugus	15 Essex	26 Monroe	42 Onondaga	53 Schenectady	63 Warren
05 Cayuga	16 Franklin	27 Montgomery	43 Ontario	54 Schohaire	64 Washington
06 Chautauqua	17 Fulton	28 Nassau	44 Orange	55 Schuyler	65 Wayne
07 Chemung	18 Genesee	30 New York City	45 Orleans	56 Seneca	66 Westchester
08 Chenango	19 Greene	31 Bronx	46 Oswego	57 Steuben	67 Wyoming
09 Clinton	20 Hamilton	32 Kings (Brooklyn)	47 Otsego	58 Suffolk	68 Yates
10 Columbia	21 Herkimer	33 Manhattan	48 Putnam	59 Sullivan	
11 Cortland	22 Jefferson	34 Queens	49 Rensselaer		

**GEOGRAPHIC CODES OUTSIDE N.Y.S.**

70 State Other than New York 80 Foreign Citizen 81 Canada

DO NOT COMPLETE THIS APPLICATION IF YOU ARE A CURRENT BUFFALO STATE STUDENT OR A GRADUATE STUDENT, YOU CANNOT REGISTER FOR GRADUATE COURSES IN THIS STATUS.



## WHAT DOES "NON-DEGREE" STATUS MEAN:

This enables individuals to take undergraduate college courses for credit without working towards a degree. Students may enroll in up to 11 hours of course work each semester on a space-availability basis. No degree will be conferred in this status; the only entrance requirement is a high school diploma or its equivalent. Students who have been academically dismissed from any institution must wait one full year from the time of dismissal before enrolling under non-degree status.

Adult learners with no previous college experience who do not qualify for matriculated study may also enroll as part-time non-degree students. After completing 15 credit hours of college level course work with a 2.0 grade point average or higher, they are eligible for degree study. This status is appropriate for visiting students from other colleges who plan to contribute credits earned at Buffalo State toward a degree elsewhere.

## HOW TO APPLY AS A NON-DEGREE STUDENT

**DO NOT COMPLETE THE APPLICATION IF YOU ARE A CURRENT BUFFALO STATE STUDENT. OR A GRADUATE STUDENT. YOU CANNOT REGISTER FOR GRADUATE COURSES IN THIS STATUS.**

Fill out the one-page application and submit it to the Admissions Office, Grover Cleveland 206, (716-878-5511, fax # 716-878-6100) or the Adult and Evening Student Programs Office (716-878-5906, Twin Rise 100). No fee is required. Once the application has been received, you are automatically accepted as a non-degree (8100) student.

You may register for only undergraduate courses on a non-degree basis. Any credit you earn can contribute toward a degree at Buffalo State if you formally apply to the college as a degree student at a later date.

You should note that all course registration for non-matriculated students is on a space available basis. Matriculated students have first priority at registration.

You should also bear in mind that you may enroll for part-time study only (11 or fewer credits).

No financial aid is available to non-matriculated students.

***This application must be submitted or faxed to the Admissions Office  
48 hours prior to date of registration (FAX# 878-6100)***

## WHAT TO EXPECT AFTER YOU APPLY:

You will receive a registration notice by mail if your application is submitted by August 18. After August 18, see the fall class schedule for registration dates, hours and information. You can pick up a registration notice in Grover Cleveland 204, 24 hours after you are accepted.

## Registration Information

Buffalo State utilizes an OPSCAN (Optical Scanning) registration system. Students will find that this system is both convenient and accessible. This brochure outlines general procedures for Registration (November 10-17), Final Registration (January 17-19) and Drop/Add (January 22-26) only. Students should consult the Undergraduate Class Schedule, published by the Registrar's Office, or the appropriate academic office or department for specific procedural details.

### Registration: November 10-17

You may register if you are a:

- Matriculated undergraduate enrolled for Fall 2000 or on a leave of absence as of November 3, 2000.

Bring to Registration:

- Your registration notice listing assigned day and time to register (mailed to all eligible students prior to registration).
- Your advisement form (undergraduates) issued by your advisor at the conclusion of your advisement session.
- a #2 pencil and class schedule.
- Any necessary Special Permission Forms (see Special Permission Form section).

**Scheduled Dates, Hours and Location:**

Moore Complex

November 10-17

9 am - 6 pm Monday — Thursday

9 am - 3 pm Friday

**You cannot be admitted before your assigned time and day.**

If you are unable to attend registration at your scheduled time, you can report anytime thereafter during the hours of registration. Or you may submit a registration request form to the Registrar's Office, Cleveland 204, in advance of registration, along with proof of advisement (undergraduates only) and your registration notice. Use the *Forms Slot* if the office is closed. See the detailed information in the *Forms Processing Service* section.

### Evening Orientation/Registration:

#### ***Dates to be announced***

All newly accepted freshmen and transfer students are expected to attend an orientation program. During orientation, students learn about college policy and procedures, meet with departmental academic advisors and register for the fall semester. Information about orientation is mailed to students after payment of the college's tuition deposit.

### Final Registration: January 17 - 19

You may register if you are a:

- Matriculated undergraduate on leave of absence who is returning from leave.
- Matriculated undergraduate accepted by the college Admissions Office for Spring 2001.

### REGISTRAR'S 24 HOUR HOTLINE

The Registrar's Office provides an automated service to answer your questions, 24 hours a day. You can reach this service by calling 716-878-4905 and then pressing the keys on your touchtone phone in the following order:

**Transcript information:**

How to request a transcript 1,1

Previous transcript request 1,2

Checking on the receipt of your high school or college transcript 1,3

**Registration and drop/add information:**

Dates and information 2,1

Requesting a class schedule or catalog 2,2

Dropping or adding courses 2,3

Holds on your record 2,4

**Grading and Graduation:**

Grades 3,1

Graduate Degree Application 3,2

Undergraduate Degree Application 3,3

**Forms to change your record/status:**

Withdraw from course(s) 4,1

Name and/or address change 4,2

Taking a course pass/fail 4,3

Changing your major 4,4

Withdrawal from college or leave of absence 4,5

**Enrollment verification: 5**

- Non-degree undergraduate who has filed an Undergraduate Registration Application with the college Admissions Office by January 15 (registration is conducted on a space-available basis).
- Matriculated undergraduate who failed to register November 10-17 (late fees will apply).
- A student registered during November registration for a course later canceled by the college.

**You may not register at Final Registration if you registered and paid during the November registration period.**

All students expecting to enroll during Final Registration as first-time students are urged to file an application well in advance of registration. Check with the Admissions Office for filing deadline.

**Important: Students registering on January 19, Late Registration Day, will be assessed late fees. See Fees section.**



Scheduled Dates, Hours, and Locations:  
Moore Complex

Wednesday, January 17, 3-6 pm .....	Graduate Students
Thursday, January 18, 3-6 pm .....	Undergraduates, Non-matriculated Students
Friday, January 19, 10am-3pm .....	Late Registration

You may report at the date and time listed on your registration notice or anytime thereafter during registration.  
If you are unable to register at your scheduled time or during the hours of registration, you can submit a registration request form to the Registrar's Office, along with proof of advisement (matriculated students only) and your registration notice. Your registration result will be mailed to you. See the *Forms Processing Services* section.

Drop/Add: January 22-26

Any registered or accepted student may attend.

Scheduled Dates, Hours and Location:  
Moore Complex

January 22-23 .....	9 am-6 pm
January 24 .....	3 pm-6 pm
January 25 .....	1 pm-6 pm
January 26 .....	9 am-3 pm

Drop/Add allows you to drop or add a course after you have registered. It is the only time you may make changes after registration has ended. You are responsible for making any necessary changes during this period. Telephone calls, notice to instructors, etc., are not acceptable. **January 26** is the last day to drop courses without financial penalty. There is no registration after **January 26**.

How to change a section:

The college does not allow you to switch from one section to another unless you process an official drop/add on the dates listed above. If you wish to change a section, you must drop the section you are leaving and add the section you wish to enter during Drop/Add.

Billing

Bills are sent to the permanent mailing address listed with the Registrar's Office. It is the student's responsibility to keep the permanent mailing address current. Failure to receive an invoice does not constitute a reason to waive the late payment fee.

**Students registered through November 17, 2000.** Bills will be mailed on November 22. Payment or deferment of tuition, fees, room, and meal plan (where applicable) must be received by the Student Accounts Office no later than December 7, 2000.

If you do not receive your bill, please call the Student Accounts Office at (716) 878-4121.  
If you do not pay by December 7 and are canceled, or if you request your registration be "saved," you will be assessed a late registration fee of \$30 and late payment fee of \$30 for re-registration.

**Students registered November 20 - January 26.** A bill for all tuition, fees, and late charges will be mailed to you on February 1. This bill will be due February 15. Failure to pay by the due date will result in a late payment fee of \$30 being charged to your account with each billing. (See billing schedule.) Non-payment will *not* cancel registration or liability.  
First-time registrations processed on January 19 or later will be charged a \$30 late fee.

Financial Liability

You are responsible for paying tuition and fees for all courses registered to your schedule. Remember, you are financially liable for all courses registered.

How to Register

- Your Registration Notice:
- Is mailed to you before registration.
  - Indicates time and date you are scheduled to register.
  - Shows the information we have on file for you as of the date printed on the notice.
  - Allows you to update current information on your record before you register.
  - Notifies you of any holds.
  - Must be presented in order to enter registration.

Undergraduate Academic Advisement:

All matriculated undergraduate students are **required** to be advised before they can register for classes. If you have not already scheduled an appointment for advisement, do so immediately. **If you are not advised, you cannot register.** If you have been accepted into a major, contact your major department or your faculty advisor. If you are a matriculated student who has not been accepted into a major, you should contact the Advisement Office at 878-5223. If you are an EOP/SEEK student who is not committed to a major, you must contact your counselor for academic advisement. YOU must prepare for your advisement by reviewing the section on academic programs in your college catalog. YOU are expected to bring to advisement a sample schedule of courses that fulfill the General Education Requirement, and your major requirement. It is **YOUR** responsibility to schedule your advisement appointment **PRIOR TO REGISTRATION**.

HOLDS:

A hold prevents you from registering and will be placed on your record if you have an unmet financial or other obligation to the college (traffic ticket, MMR requirement, etc.). You must remove a hold with the office that placed it. It is recommended that you remove any holds at least two business days prior to your registration appointment. Offices which remove holds may not be open during all evening registration hours. When you remove your hold, you'll be given a hold release form. Take that form to the information station inside Moore Complex when you register.

Bring to Registration:

- A class schedule, your audit sheet and college catalog
- A #2 pencil and a clean gum eraser
- Your advisement card (Non-matriculated undergraduates and graduate students exempt)
- Any Special Permission Forms required (see below)
- A list of course call numbers, catalog numbers, and alternatives
- Your registration notice (not required during Drop/Add)

**Note:** Detailed information about how to register is also available in the Undergraduate and Graduate Class Schedules.

Detailed Information

- Opscan registration forms are available from the Registrar's Office, Cleveland Hall 204, and the Adult and Evening Student Programs Office, Twin Rise 100.

- Remember: written approval is required from the Director of Academic Standards, Twin Rise 100, to register for more than 19 credit hours.
- You must drop unwanted courses. Non-attendance does not avoid charges or a grade of "E" (failure). You must drop by September 12 to avoid financial liability.
- Instructor permission required: This message on your registration result means you must obtain permission on a special permission form to register for the course.
- For closed courses: You need the department chair's signature on a special permission form. **Instructor permission will NOT allow you to register for a closed course.**
- If your record is on HOLD, you will not be permitted to drop or add.

Forms Processing Service

The Registrar's Office provides a Forms Processing Service for registration forms. If you are unable to attend registration in person, missed registration, or need to drop/add, you can utilize this service. Registration forms and detailed instructions are posted outside the Registrar's Office in Cleveland Hall, room 204. You can submit registration forms as often as you wish, through the last processing deadline.

Some conditions apply:

- New freshmen, transfers & readmits for fall 2000 are required to register in person, during orientation, and are not eligible to use the form processing service for their initial registration. If you are in this category, you may submit drops or adds after you are registered.
- Non-degree students will not be processed until August 31 or later.
- Registration forms are accepted in person, or by mail (blank forms are available at the Registrar's Office, GC 204, the Adult and Evening Student Programs Office, TR 100, and the Graduate Office, GC 511). Please do not telephone or fax requests.
- If your record is on hold, your form will not be processed.

Registration forms will be processed per the following schedule:

**November 10 - 17:** If you cannot attend registration at the date/time on your registration notice, submit a registration form, your registration notice, and your advisement slip (undergraduates) to GC 204. Forms are processed twice daily, at your registration assignment or later. The deadline for submitting forms is 2pm on November 17.

**December 15, January 12, 17** (*These dates are tentative at press time.*): If you are registered in November and want to drop or add, or if you missed November registration, you can submit a form for processing on any of these dates. Newly accepted graduate students are also eligible to participate. You must attach your advisement slip to the registration form (undergraduates) if you're not already registered (forms without proof of advisement will be returned). The deadline for submitting forms is 4:30 pm on the *day prior* to the processing date.

**January 17:** If you are a graduate student and received a notice to register on January 17, submit a registration form and the registration notice to GC 204. Forms are processed twice daily at your registration time or later.

**January 18:** If you are a current or new non-degree student, your registration form will be processed on this date if you submit the form by 5pm. Forms submitted later will be processed twice daily, January 22-26.

**January 19:** If you received a registration notice to register on this day, you can submit a form until 2pm. You must attach your advisement slip to the registration form (forms without advisement slips will not be processed until January 22).

**January 22-26:** Forms will be processed twice daily during this period, and are accepted until 2:00 pm on January 26. If you wish to register to drop/add on January 26, it is recommended that you go to registration in person.

You should be aware that we cannot provide the same individual attention to forms as you would in person. If you choose to use the form service, be very careful to complete the registration form correctly, and attach the appropriate documents. If you are submitting a special permission form with your registration, submit only the white copy and keep the green one for your records. If you submit a form and realize you made a mistake, submit a correction on the next processing date.

You will be mailed a schedule confirmation on the same day your form is processed. Read it carefully, and if any errors are reported, submit a new form.

Special Permission Form

The Special Permission Form allows you to register in special circumstances. Listed below are the instances when special permission may be granted. There is no guarantee of special permission since each request is individually considered by the person authorized to grant approval. Those courses requiring special permission list an option in the class schedule under the Reserve Option column.

Reason for Permission	Signature Required
Instructor permission required	Instructor
Override of course options	Department Chairperson or Instructor
Majors	
Upperclassmen	
Lowerclassmen	
EOP	
All College Honors	
Freshmen	
Orientation	
Course closed	Instructor and Department Chairperson
Matriculated undergraduate registering for more than 19 credit hours	Director of Academic Standards
Undergraduate registering for graduate course (matriculated students only)	Instructor, Chairperson and Dean of Graduate Studies
Graduate non-degree (7000 code) registering for 600/700 level course	Instructor, Chairperson, and Dean of Graduate Studies
Undergraduate non-matriculated (8100 code) registering for more than 11 credit hours	Director of Academic Standards

Permission for an override in any of these circumstances requires approval on the Special Permission Form. Telephone calls, notes, memos, etc., are not acceptable. Bring your Special Permission Form to registration in the Moore Complex. Complete a Registration Request, requesting the course for which permission was granted and deposit both the white copy of the Special Permission Form and the



Registration Request in the slot marked "Multiple Sheets." Do not deposit the Special Permission Form by itself. Do not send it by mail. Keep your copy. Forms are available at department offices.

**Note:** Permission to register for a closed course requires the signatures of the instructor and chair. Signature of instructor is not sufficient to register.

## Academic Information and Deadlines

### Contacting Faculty

Since faculty schedules vary widely, when seeking faculty advising or answers to course seat availability questions, call first to determine the professor's office hours. You may need to make an appointment. Department secretaries usually have a list of office hours for faculty. They often have information on special permission availability and those authorized to issue forms in the absence of the instructor.

**Special Services for Students with Disabilities.** The Office of Special Services for Students with Disabilities provides individual assistance for any student who requires it. If you do, please call this office at 878-4500 at least 3 days before registration begins.

**Special Assistance.** If you are unable to visit the Registrar's Office during office hours, please call us at 878-4905 for assistance. Office hours are 8:30am - 5pm, Monday - Wednesday; 8:30 am - 6pm, Thursday; 8:30am - 4:30pm, Friday, during the spring and fall semesters.

**Academic Advisement.** With the exception of undergraduates who have not formally declared a major, all academic advisement, both undergraduate and graduate, is handled by assigned faculty advisors in your department. All inquiries concerning specific department degree requirements should be directed to your assigned advisor. If you do not have an advisor, contact your department chairperson so that one can be assigned.

**Address/Name Change.** If you have changed your mailing address or name, you should give notice to the Registrar's Office. (Graduate students should contact the Graduate Studies Office.)

**Cancellation of Courses.** The college makes every effort to offer courses that will meet your needs. However, the college reserves the right to cancel any section of a course. If you are registered for canceled courses, you will be dropped automatically and do not need to attend Drop/Add or file a withdrawal form. Full tuition refunds will be issued by mail.

Students registered for courses at November registration who later find their course is canceled can attend final registration. A registration notice will be issued by the Registrar's Office, Cleveland Hall 204, upon presentation of the cancellation notice.

### Cross-Registration -January 17-18, 2001, 9 am - 6 pm, Cleveland Hall 204.

If you are enrolled as a graduate student or as a full-time matriculated undergraduate at one of the participating colleges/universities of Western New York, you may cross-register. Obtain proof of enrollment from the cross-registration officer at your home institution on an official cross-registration form. This document is generally available in the Registrar's Office. Enrollment is limited to one course per semester and no tuition is charged at Buffalo State.

If you are a Buffalo State student desiring to participate in the cross registration program, you should obtain the cross registration form from the Registrar's Office, Cleveland Hall 204. It is required that you be enrolled for a minimum of 12 credits as an undergraduate or one course as a graduate student. Obtain registration date from the

school at which you plan to register or from the schedule posted outside Cleveland Hall 204.

**Classes Begin:** January 22, 2001

**Course by Contract, Independent Study, Special Project:** January 26, 2001. Obtain a form from academic department.

**Graduation Application:** February 16, 2001. If you are planning to graduate in May 2001, you must file an Application for Undergraduate Degree with the Registrar's Office.

**Pass/Fail Option:** March 9, 2001. Obtain a form and information from the Registrar's Office.

**Leave of Absence:** March 30, 2001. Approval of department chairperson and dean on form available in department office and Adult and Evening Student Programs Office. See college catalog.

**Withdrawal from Course(s):** March 30, 2001

Requires the signature of instructor or the instructor's department on a form available at the Registrar's Office and the Adult and Evening Student Programs Office. You will receive a grade of "W" for that course. Official withdrawal is your responsibility. Notice to instructors, telephone calls to any office on campus, or failure to attend class are NOT considered official notice of your intent to withdraw. The official date of withdrawal (date completed withdrawal form is returned to the Registrar's Office) determines the amount of tuition refund or liability (see refund schedule). The later in the semester you withdraw, the more tuition you will owe (and the less your refund will be).

**Incomplete Grades:** March 30, 2001. Complete requirements with instructor prior to deadline for spring and summer and fall incomplete grades.

**Withdraw from College:** May 3, 2001. Approval of department chairperson and dean on form available in department office.

### Continuous Registration/Leave of Absence

The college presumes that its undergraduate degree-seeking students - both part-time and full time - will register for courses in both the fall and spring semesters until graduation. Students who anticipate NOT registering for the subsequent semester are therefore encouraged to file a leave of absence form, available in both the appropriate academic department and the Adult and Evening Student Programs Office. Filing this form will enable students to avoid formal re-application to return to school.



# Undergraduate Tuition and Fees

Rates subject to change as directed by the SUNY Board of Trustees.

### New York State Resident:

\$137 per credit hour  
Activity Fee: \$4.75 per credit hour  
College Fee: \$.85 per credit hour  
Health Fee: \$6.25 per credit hour  
Athletic Fee: \$6.45 per credit hour  
Technology Fee: \$6.70 per credit hour

### Out of New York State Resident:

\$346 per credit hour  
Activity Fee: \$4.75 per credit hour  
College Fee: \$.85 per credit hour  
Health Fee: \$6.25 per credit hour  
Athletic Fee: \$6.45 per credit hour  
Technology Fee: \$6.70 per credit hour

**Make checks payable to:** State University College at Buffalo. Be sure to include your name and social security number on the check.

### Mail checks to:

Buffalo State  
P.O. Box 1746  
Buffalo, NY 14240

**Mastercard or Visa credit cards may be accepted to cover payment.**

### Service Fees

The State University of New York mandates the following service fees;

- |                          |                            |
|--------------------------|----------------------------|
| 1. Late Registration fee | 4. Academic Transcript fee |
| 2. Late Drop/Add fee     | 5. Billing fee             |
| 3. Bad Check fee         | 6. Technology fee          |

#### 1. Late Registration:

A late fee of \$30 will be charged to all returning undergraduate students, who register during Final Registration or Drop/Add week. Similarly students who conduct their first registration during Drop/Add week will be assessed late registration fees.

#### 2. Late Drop/Add Fee:

A late fee of \$15 per add will be charged after January 26, 2001. This fee will not be waived or deferred.

#### 3. Bad Check Fee:

A bad check fee of \$20 and a late payment fee of \$30 will be assessed to each bad check received. These fees will also be assessed for any rejected credit card transaction. The college reserves the right to cancel your registration for bad checks or rejected credit card transactions.

#### 4. Academic Transcript Fee:

The fee is \$5 for each request.

#### 5. Billing Fee:

A billing fee of \$30 will be assessed to each delinquency bill sent by the college. It will also be charged if the final semester bill is not paid by the due date. Late filing of financial aid will not waive this fee. All financial aid should be filed at least three (3) months prior to the beginning of the semester.

### Billing Schedule

Bill Mailed		Date Late Fee Assessed
1/31/2001	Final Semester Bill	2/15/2001
2/26/2001	Delinquent Bill	2/26/2001
3/26/2001	Delinquent Bill	3/26/2001
4/27/2001	Delinquent Bill	4/27/2001

### Tuition Refunds/Liability

If you officially drop courses during Drop/Add or process a course withdrawal, leave of absence or withdrawal from the college through the Registrar's Office, you may be entitled to a refund or decrease in tuition liability. Refunds and liability are determined according to the following table. Official date of withdrawal is determined by the date the withdrawal form is received and stamped by the Registrar's Office, or the date you process a drop/add.

#### State University Schedule of Refund Eligibility

Official Withdrawal Date	Percentage of Refund		
	Tuition Fee	Activity Fee	Other Fees
Through 1/26/2001	100%	100%	100%
1/29-2/2/2001	70%	0	0
2/5-2/9/2001	50%	0	0
2/12-2/15/2001	30%	0	0

After 2/15/2001 - Full liability for tuition and fees. Non-attendance at class does not constitute an official withdrawal.

**Last day for Intersemester student 100% refund: January 4, 2001**

The college will continue a safer, faster procedure for issuing college refunds. All student refunds will be handled by direct deposit to the bank or credit union of their choice within 48 hours of being applied to your account. If you have already filled out the registration form for this process you need do nothing else unless you change banks. If you have not filled out the registration form, you can contact the Student Accounts Office at 878-4121 (GC 304) for an application form.

### International Students

All international students must pay their mandatory health insurance to register.

### Important Financial Aid Information

All financial aid should be filed by November 1, 2000. If you registered and were billed and you have applied for Spring 2001 financial aid—when you receive your bill, please note the following:

The anticipated aid listed on the invoice represents, at the date of billing, the most accurate information available. If there is any discrepancy between the aid you are credited with and your actual deferment statements, please contact the Financial Aid Office immediately. Notification of aid received after the billing date will not be included on the invoice.

### Time Payment Plan

The college has established a time payment plan to assist you in paying your college bill. Applications may be obtained in the Student Accounts or Financial Aid Offices. This payment plan is open to all part-time and full-time students. Note: International students may not use the tuition payment plan.

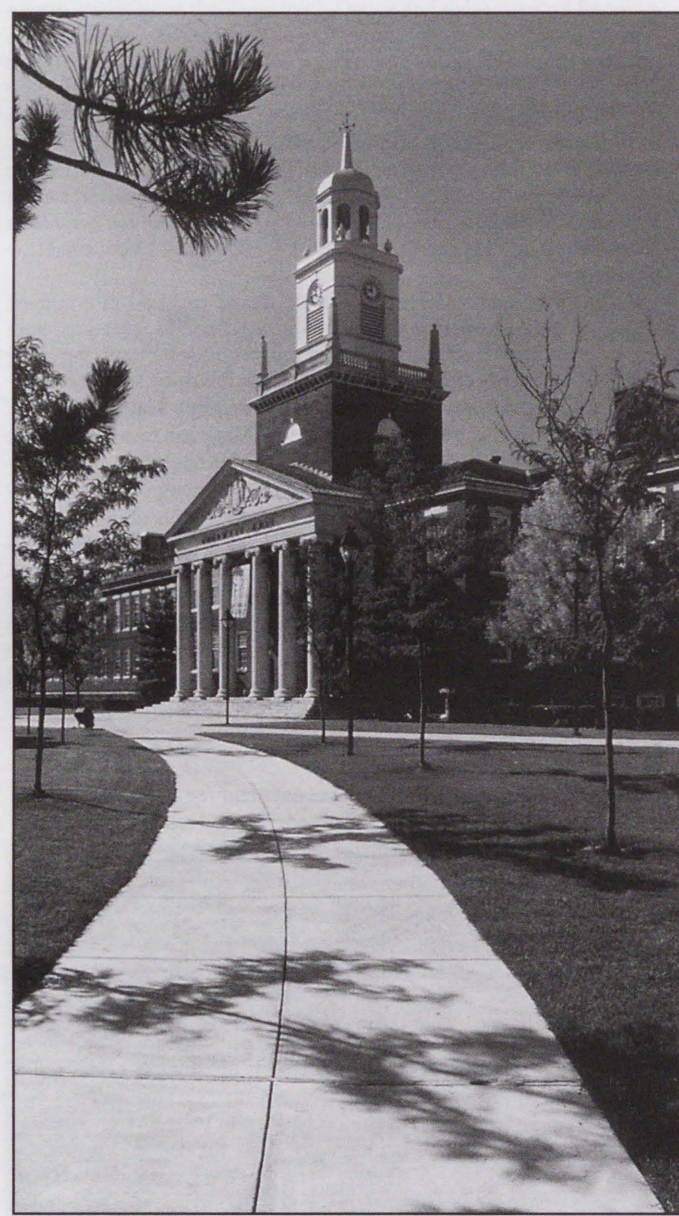


The student must return the college bill with a completed application or copy of enrollment with payment. Any questions may be directed to the Student Accounts Office at 878-6206. Bills are mailed to the permanent address on file. If your plans change and you no longer plan to be enrolled for the upcoming semester, you should apply for a leave of absence or formally withdraw.



## Parking Permits

1. The annual charge for (September-May) parking is \$70 for all student parking permits, both full and part-time.
2. During final registration and drop/add, students can complete the parking permit form distributed at the beginning of the registration line and hand it in at the registration area. The student will then be issued a parking permit. The charge of \$35 will be added to the final semester bill.
3. Handicap parking will be allowed with a regular campus permit and a municipal handicap tag.



# Financial Aid Information

You may be eligible for various federal and state financial aid programs:

## Subject to Funding

Tuition Assistance Program (TAP)  
Federal Pell Grant Program (available for part-time study)  
Federal Supplemental Education Opportunity Grants (SEOG)  
Federal Perkins Loan  
Federal Stafford Loans (subsidized and unsubsidized)  
Federal College Work Study Program (CWS)  
Aid for Part-Time Study Program (APTS)

1. Only matriculated students are eligible to receive financial aid. Students taking continuing education courses, some visiting students and special status students who have been allowed to take courses but have not been formally accepted by the college are considered non-matriculated and are not eligible for financial aid. Students with bachelors degrees taking courses required by the state for teacher certification may borrow a Federal Perkins Loan or a Federal Family Education Loan at the fifth year undergraduate limits, even though they are not actually pursuing a degree. Undeclared (pre-major) graduate students can also take out loans at the fifth year undergraduate limits for one year if they are enrolled in preparatory coursework. Preparatory coursework does not include courses taken solely to raise one's grade point average to meet graduate admission standards.
2. To receive aid a student must maintain satisfactory academic progress toward a degree in accordance with the Academic Policies outlined in the college catalog. The maximum time frame that a student receives aid cannot exceed 150 percent of the published length of the program. In particular, this means that undergraduate students must complete their bachelor's degree prior to attempting 185 credit hours, including transfer credits. All grades of E, F, I, N, U, W, and X are counted with calculating the number of credits attempted.
3. Most of the above programs require a student to be enrolled at least a half time student (six credit hours) each semester. Under certain circumstances, the Pell Grant Program and the Aid for Part Time Study Program will be available to a student taking three credit hours per semester.
4. If you are employed, inquire with your employer about tuition assistance and reimbursement programs.
5. Any inquiry or question regarding financial aid or related matters should be directed to the Financial Aid Office, Cleveland Hall 309, 878-4901. Detailed information and applications for financial aid programs are available through the Financial Aid Office.

## How to apply

Contact the Financial Aid Office for information regarding application procedures.

## Federal Stafford Loans

The federal government, various institutions, and the New York State Higher Education Services Corporation (NYSHESC) sponsor the Federal Stafford Loan programs. Students who are at least half-time and are U.S. citizens or permanent residents are eligible to apply for this loan. This financial aid program enables both undergraduate and graduate students to borrow money from various financial institutions.

To borrow from the subsidized Stafford Loan program, a student is required to demonstrate a financial need for the loan. This determination will take into account your total educational living costs, as well as your resources, along with other financial aid eligibility.

The annual loan limit is between \$2625 and \$5500 for undergraduates depending on the class year. Graduate students may borrow up to their cost of attendance minus their resources and other financial aid. The maximum allowed for each year of graduate study is \$8500.

The interest rate will be variable but no higher than 8.25%. Variable

interest rates are set each June. The Subsidized Stafford loan carries a 3% origination fee, which will be deducted proportionately from each disbursement. Your lender may also collect an insurance premium of up to 1% of the loan principal. The premium must also be deducted proportionately from each disbursement.

To apply for this loan you must first file the Free Application for Federal Student Aid. If you are eligible for a Stafford Loan and you have not recently borrowed a Stafford Loan, a Master Promissory Note will be mailed to you by New York State approximately 3 weeks after you receive your award letter. You must complete the note, sign it and return it to Albany in the envelope provided. In subsequent years after your first loan, a Promissory Note will not be needed and the college will inform New York State to allow your lender to release your loan to the college. It will be assumed that you are borrowing the full amount awarded to you unless you notify us otherwise on the declination card attached to your award letter.

Students who wish to apply for the Unsubsidized Stafford Loan need not demonstrate financial need to be eligible for this loan. The applicant still must file the Free Application for Federal Student Aid and the Stafford Loan application with the Financial Aid Office. A 3% origination fee will be deducted proportionately from each disbursement. All other provisions of this loan mirror the Subsidized Stafford Loan.

The Subsidized Stafford Loan has a six month grace period, which begins when the enrollment is less than half time, before the start of repayment. The Unsubsidized Stafford Loan requires borrowers to make interest payments while in school and there is no grace period. There are a number of payment deferments available. For further information contact your lender or the Financial Aid Office.

## Aid for Part-Time Study

This program is for part-time undergraduate study. To be eligible you must:

- Be enrolled for 3 - 11 credit hours per semester.
- Not have used up Tuition Assistance Program (TAP) eligibility or other New York State financial aid eligibility for full-time study.
- Meet the income limits. Students who were not eligible to be claimed as a tax dependent, and do not have dependents other than a spouse must have a New York net taxable income of \$34,250 or less. Students who are claimed as a tax dependent or who are eligible to claim their own tax dependents for tax purposes must have their family's New York State taxable income for the previous year be \$50,550 or less.

## How to apply

Contact the Financial Aid Office for information regarding application procedures.

## Award amounts

Award amounts will vary depending on the allocated funds and the number of eligible students but will never exceed actual tuition for part-time undergraduate study.

## Withdrawal From Classes

If a student who has received financial aid funds withdraws, takes a leave of absence, or drops out during a semester, a portion of the financial aid may need to be repaid to the granting institution. In some situations a student may have incurred full liability for charges but only have "earned" a portion of the aid they were awarded. In such cases the unearned portions of aid will be returned, but the student will still owe the full balance to the college. Students who unofficially withdraw, i.e. stop attending classes without formally withdrawing from the school, may also be subject to returning a portion of the aid they received. Further information regarding the policies and procedures for the return or repayment of financial aid is available in the Financial Aid Office.



## Adult and Evening Student Information

### College Offices

#### Adult and Evening Student Programs

The Adult and Evening Student Programs Office is designed to meet the unique needs of all nighttime students. The Center serves as a troubleshooting office that can provide programmatic and procedural information in such areas as admissions, registration, financial aid, academic schedules, and general student services.

Because evening students often do not have access to regular daytime offices that provide these services, the Adult and Evening Student Programs Office mandate is to make nighttime study at Buffalo State as convenient as possible.

**The Adult and Evening Student Programs Office is located in Twin Rise 100 and is open until 9 pm Monday through Thursday.**

You are strongly urged to visit the Office not only to secure information and advice, but to express your opinions and suggestions for the continued improvement of all evening programs.

**Call the Adult and Evening Student Programs Office any time at 878-5906.**

#### Academic Advisement Office

The Academic Advisement Office provides academic assistance to matriculated, uncommitted undergraduate students. Students receive general academic counseling and learn about college policy and procedures. Academic advisement is mandatory for all degree-seeking undergraduates. Faculty and staff often assist students in the process of choosing a college major. Each semester, students who have not declared majors make their appointments for advisement through the Advisement Office. Students are encouraged to visit the Academic Advisement Office often. However, it is suggested that students call in advance to schedule an appointment.

The Advisement Office participates in regularly scheduled evening sessions as a convenience to the college's evening-only undergraduates.

**The Academic Advisement Office is located in South Wing 110, 878-5223, and is open from 8:30 am to 4 pm, Monday through Friday during the academic year.**

#### Educational Opportunity Program

The Educational Opportunity Program is an academic support services program which assists capable and highly motivated students who, because of inadequate financial resources and academic preparation, have not fully realized their academic potential. EOP provides admission to the college utilizing both economic and academic criteria. Students eligible for the program must meet New York state residency requirements, high school graduation requirements and established economic criteria as outlined in the SUNY Application Guidebook. The Admissions Office will request supplemental information to determine eligibility. The EOP program provides academic advisement, tutorial assistance, mentoring, study skills and computer workshops, counseling, and financial assistance based upon income guidelines and needs assessment. The EOP program is committed to the goal of improving student retention and graduation.

**EOP services are provided Monday through Friday from 9:00am - 5pm, or by appointment. On Wednesdays and Thursdays, services are extended until 7pm in South Wing 730. In addition EOP offers advisement services two evenings a week in a satellite office in Butler Library, Room 207.**

**The Educational Opportunity Program is located in Southwing, floors 5-7. Please call 878-4426 or 878-4224 for more information or to arrange an appointment.**

#### Academic Skills Center

The Academic Skills Center is dedicated to promoting student success both in the classroom and beyond. It provides academic support services, individual and group tutoring, supplemental instruction, skills workshops, and special programs — all offered by staff professionals with substantial expertise in their fields.

The Center maintains a computer lab with 25 networked IBM compatible pentium terminals. The lab provides classroom and instructional facilities for word processing, math, reading, composition, and computer-assisted instruction for various content-area subjects. It is open Monday-Friday, until 7 pm, is staffed by a proficient monitor, and is therefore an ideal facility for evening students.

One-on-one tutoring is available through the Center's professional staff and students are encouraged to make appointments to develop individualized tutorial programs. Potential subject areas include:

- Math: all levels
- Reading: effective text management and critical thinking
- Writing and Study Skills: composition and writing-intensive courses
- Word Processing
- ESL: English as a second language
- Foreign Languages: French, Spanish and basic German
- Humanities
- Social Sciences
- Technology: basic areas

Please call or visit the Academic Skills Center, located throughout the third floor of South Wing, 878-4041. Evening tutoring hours are somewhat limited, but can be arranged by appointment.

#### Career Development Center

The Career Development Center (CDC) offers a full range of services to help Buffalo State's matriculated students learn the necessary skills to choose a career, prepare for it, and find satisfying employment. The Center offers workshops, career, job search and graduate information centers, job fairs, job and internship listings, resume referral programs, and a reference file service. Individual career counseling and computer-assisted career guidance (DISCOVER) is available for students who may wish to assess their interests, skills, personality, values and experiences in relation to career opportunities. The Center also provides individual career counseling services to non-matriculated community adults for a small fee.

The CDC has extended hours until 6 pm Thursday evenings. Additional information about the CDC, such as a schedule of workshops, and information on careers with BSC majors are also available in the Adult and Evening Student Programs Office or on the CDC website: [www.buffalostate.edu/~cdc](http://www.buffalostate.edu/~cdc).

The CDC offers several workshops targeted for non-traditional students, including Interviewing for the Over 25 Crowd and Resume and Cover Letter Writing for the Over 25 Crowd. Once students have attended one of the CDC's resume writing workshops, they may submit draft versions to the Center, via mail, thereby providing busy students a considerable convenience. There are also resume and cover letter drop-in review hours conveniently scheduled throughout the semester.

Occasionally, evening students can make time available to visit the CDC during daytime hours. These students will be interested in the Center's Specials. These consolidate four workshops into one day: Resume Writing, Cover Letter Writing, Interviewing Skills, and Job Searching. The Center schedules Specials throughout the year.

Current job listings, which include local and national, full-time, part-time, summer, and internship vacancies, are available for viewing using the Online Resource for Career Advancement (ORCA) system on our website. The ORCA system also allows you to make your resume available online to employers seeking to fill vacancies.

**The Career Development Center is located in Cleveland Hall 306 and is open year round, including college vacation periods, Monday-Wednesday, 8:30am - 5pm; Thursday, 8:30am-6pm; and Friday, 8:30am-4:15pm. Phone: 878-5811 Website: [www.buffalostate.edu/~cdc](http://www.buffalostate.edu/~cdc). E-mail: [askcdc@buffalostate.edu](mailto:askcdc@buffalostate.edu)**

#### Counseling Center

The Counseling Center provides professional psychological services to students experiencing developmental or situational difficulties which may interfere with their ability to take advantage of the educational opportunities offered by the college. The staff includes licensed psychologists, certified social workers, counselors and professionals in training. The Center offers a variety of services: individual and group counseling, intervention in crisis situations, skill development workshops, limited psychiatric consultation, psychological testing, and help with academic, personal and vocational problems. Developmental programming is also offered in the areas of wellness, retention, substance abuse, stress management, cultural diversity, acquaintance rape prevention and gender/sexual issues. Information shared in counseling is confidential and is protected to the full extent of the law. Services are limited to short-term counseling, and referral is provided to students to link them with appropriate community helping resources for more long-term assistance.

**The Counseling Center is open from 8:30am - 5pm Monday - Wednesday, 8:30am - 6pm on Thursday and 8:30 am - 4:30 pm on Friday. Appointments may be made by phoning 878-4436 or stopping by the office (Porter Hall basement). After-hours emergency service is provided in collaboration with Crisis Services (834-3131), a 24-hour community hot-line service. Visit our website: [www.buffalostate.edu/~counsel/](http://www.buffalostate.edu/~counsel/)**

#### Leadership Education and Service Learning Student Union 311, (716) 878-5533

The Leadership Education and Service Learning office offers many services to both commuter and residential students at Buffalo State.

#### Leadership Education and Development (LEAD) Center

The LEAD Center promotes the development of leadership skills to enable students to more fully contribute to their communities. The

center's program targets individual students as well as student group leaders and their advisors. The center organizes the biannual Corporate Training Weekend seminars, Quick Tip presentation on leadership issues and campus workshops. Students are trained to take the lead in student organizations and develop leadership skills that apply to every aspect of life. Currently a co-curricular activity's transcript is being developed which will chronicle some students, many out of class achievements and experiences. The LEAD Center coordinates the selection and presentation of the annual Student Affairs Mildred Campbell Student Leadership award.

#### Service Learning Volunteer Center

With more than 90 volunteer agencies participating, students can explore service opportunities available in the Buffalo area through the Service Learning Volunteer Center. Individualized referrals are provided to every student who wants to volunteer for a few hours, one day, or a full semester. Each fall semester the Center holds a Volunteer Fair and coordinates the Spirit of Giving Week which culminates with a cake-decorating contest. The Center also helps coordinate the Annual Buffalo State Community Day during the spring semester.

**Leadership Education and Service Learning is located in the back of the Fireside Lounge in the Student Union, Room 311, 878-5533. Office hours are 9am - 6pm, Monday through Wednesday, 9am - 6pm on Thursday and 9am - 4pm on Friday.**

#### Non-Traditional Student Organization

The Non-Traditional Student Organization is Buffalo State's student association for adult students. It is an organization of students from diverse backgrounds who did not enter college directly from high school. It seeks to offer fellow students a support system that will enrich their educational experiences at Buffalo State, and provide opportunities for student enrichment and participation.

NTSO offers free coffee, a study lounge, a chat room, and use of its refrigerator/microwave facilities. But its fundamental benefit is the friendship and fellowship of kindred adult students.

**NTSO is located in Cassety Hall 146 and is open Monday - Friday, 7am. Call 878-4034.**

#### College Services and Programs

##### Evening Student Advisement Session

**Wednesday, November 8, 5-7 pm, located throughout Twin Rise and departmental offices.**

The Adult and Evening Student Programs Office sponsors an open advisement session for all evening-only undergraduates who are enrolled in evening-available majors or who are currently undeclared majors anticipating majoring in an evening-available major. The session is scheduled to coincide with the registration period for the forthcoming fall semester.

Academic advisement for most of the college's evening-available degree programs will be provided on this evening. Several programs prefer to coordinate advisement through their departmental offices. In many cases, these programs contact their students directly to notify them of scheduled evening advisement opportunities. Students are urged to bring transcripts and audit sheets and to contact their departments for details.



## Return and Learn: An Introduction to College for Adults

Buffalo State is committed to the proposition that nothing should stand in the way of an adult who wants to go to college. Furthermore, we recognize that returning to college, or attending for the first time, can cause some apprehension. What do you do about family and job responsibilities? Where will you get the time? The extra money? Will you feel funny there with all those 18-year-olds? Is it too late to change jobs, and do better jobs even exist? All these are reasonable questions and they deserve reasonable answers. To enable you to answer them in conjunction with fellow adults with similar concerns, the Adult and Evening Student Programs Office sponsors this program throughout the year. The session will enable you to meet other adults, also in the process of coming to college, who share your mutual interests and concerns. Every adult, either currently enrolled or thinking about enrolling, is encouraged to attend. For further information (including the next available session), call 878-5906.

## Veterans Certification Office

Buffalo State maintains a Veterans Certification Office to provide services for current and prospective veteran students. The office is staffed by veterans who can provide benefit advice, registration assistance, counseling and job referral, information on advance payment, tuition deferments, vocational rehabilitation, tutorial assistance, and dependency allowance. The Veterans Affairs Office is located in Cleveland Hall 209. Since the office is staffed by volunteers, hours may vary according to the posted schedule. For further information call 878-5045.

## Computer Availability

Students frequently depend upon computers to perform many of the tasks necessary in their coursework. Therefore, Buffalo State makes every effort to assure students access to computer lab facilities. The hours of the various User Laboratory sites are listed below. All students may use computer facilities to perform academic work during these hours. Students will be assigned a user code which provides access to the various systems. These hours will take effect on the first day of classes of the fall semester.

NorthWing & SouthWing ..... Mon - Thurs, 7am - 1am  
Fri, 7am - 9pm  
Sat & Sun, 9am - 9pm



## General Information

### Campus Locations and Directions

A campus map is located on the inside back cover of this publication to help students in locating building and parking areas. Another source of assistance is the Student Union Information Desk on the main floor of the Student Union. The desk is staffed Monday through Thursday, 8:30 am-11 p.m.; Friday, 7 am-12 midnight; Saturday, 10 a.m.-12 midnight; and Sunday, 10 a.m.-11 p.m. Stop by or call 878-6511. Directory assistance is also available through the college switchboard at 878-4000. For parking or location inquiries contact the Traffic Office at 878-3041. In the case of emergency, contact the Public Safety Office at 878-6333.

### Parking

All Buffalo State students who wish to park on campus will be assessed a mandatory parking fee, which is subject to revision. Students may now apply for parking permits during pre-registration.

### College Student Directory

Each academic year, Buffalo State produces a student directory that lists all undergraduate and graduate students. The name, address and telephone number of students is included in this directory. Any student wishing to be unlisted and thereby withhold publication of his/her name, address and telephone number in the Directory must submit written notification, in person, along with a valid student identification card, by mid September, at either the Office of the Dean of Students (Student Union 306), or the Office of the Vice President for Student Affairs (Cleveland Hall 513). For more information, call the Dean of Student's Office (878-4618).

### University Police Escort Service

Buffalo State and its University Police make every effort to assure the comfort and safety of its students. Evening students, in particular, are directed to the college's system of 26 bluelight phones. These phones are strategically located throughout the campus, in parking lots, and outside key buildings. They are linked directly to University Police on a no-dial basis to pinpoint the caller's location.

University Police maintains two escort/shuttle vans driven by University Police Aides that make stops around the campus perimeter and at each of the road-accessible blue lights. Van hours are:

Every evening in the week.....4 p.m.-4 a.m.  
Students should simply wait by any blue light designated as an escort van stop. University Police can also provide escorts to students within the campus pedestrian-only areas.

You may contact University Police any time by calling 878-6333.

### Residence Halls for Adult Students

The Residence Life Office offers on-campus housing opportunities for adult students in both a traditional suite style and an on-campus apartment setting.

Moore Complex is an on-campus apartment setting featuring one, two and three bedroom units. Each unit is completely furnished with bedroom and living room furnishings, full kitchens and private bathrooms. There are computer connections within each apartment. Moore Complex is designated for juniors, seniors, graduate students or matriculated students with children.

Tower One is a suite style building with three single bedrooms, a common living area and semi private bathroom facilities. Each suite setting adjoins another suite through the bathroom facilities. Tower One is designated for students over 21 years of age.



Residence Life also offers guest quarters for rent on a nightly basis within Porter Hall, on a space available basis. The guest room is furnished with a bed, desk, television and a private bathroom facility.

For further information regarding on-campus housing please contact the Residence Life Office at 878-3000.

### Emergency On-Campus Overnight Lodging

Buffalo State's Residence Life Office recognizes that winter in Buffalo can be a trying experience. Many adult students commute substantial distances to take evening courses at the college. These students no longer need to worry about being stranded on the campus on a snowy night. The Residence Life Office can offer a limited amount of space in the residence halls at a moderate price. A registered student simply needs to contact The Residence Life Office (878-6806) between 8:30 a.m.-4:30 p.m. After normal business hours contact the University Police (878-6333) which will in turn contact the appropriate Residence Life personnel.

Space is limited because of the occupancy rate of the residence halls. For information about emergency overnight lodging, call Residence Life during office hours at 878-3000.

### Transcripts

Requests for Buffalo State transcripts are made in the Registrar's Office, Cleveland Hall 204. The fee for a student copy is \$5. Requests made in person require completion of a transcript request form available outside the Registrar's Office. Mail requests must include the student's name, current address, social security number, dates of attendance, date of graduation if applicable, and the name and address to whom the transcript is to be sent. The \$5 transcript fee is payable by check or money order for mail requests. Please do not send cash. No phone requests will be honored. Official transcripts cannot be provided to students.

### Weigel Health Center

The Weigel Health Center provides both therapeutic and preventive care, including diagnosis and treatment of illness and injuries, immunizations, and nutritional counseling. You won't be charged for most services and you won't need an appointment. For a fee, you may arrange to have lab tests, allergy shots prescribed by your primary doctor, and other treatments at the center during the school year.

If you don't have other health insurance coverage, the college offers a 12-month student health insurance plan that, at relatively low cost, pays many of the costs of lab tests, x-rays, prescriptions, hospital and surgical care, and major medical benefits. Insurance coverage must be applied for annually; you are not automatically enrolled. For more information call 878-6711.

### Immunization Requirements

New York State Public Health Law 2165 requires college students to show proof of immunity to measles, mumps, and rubella. This documentation must be on file at Weigel Health Center prior to registration. Failure to comply will interfere with registration. The law applies to all undergraduates and graduate matriculated students. Students born before Jan. 1, 1957 are exempt from this law, but must submit documentation of their birth date to Weigel Health Center. For further information, contact Weigel Health Center, 878-6711.

### Transfer Credit

For degree-seeking undergraduate students, transfer credit cannot be officially evaluated until a student's official transcripts arrive, an application is received and a favorable decision rendered. Transcripts should be sent to the Admissions Office, Cleveland Hall 210, Buffalo State, 1300 Elmwood Ave., Buffalo, NY 14222. A maximum of 91 credit hours may be transferred from other accredited institutions; however, no more than 66 credit hours may be transferred from two-year colleges. Credit is transferred provided it conforms to existing Buffalo State courses and programs.

### Graduation Procedures

Students planning to graduate in December 2000 must file an Application for Undergraduate Degree by September 22, 2000 (tentative date). Graduation forms are available in the Registrar's Office, Cleveland Hall 204. Nighttime students can obtain and return forms in the Adult and Evening Student Programs Office, Twin Rise 100.

### Student Identification Cards

Buffalo State participates with many other SUNY institutions in a multipurpose ID card, called SUNYCard. It serves as a student ID card that allows students to check out books from the library. The card carries additional benefits as well: it can be used as a full-service banking card, at various campus food service operations, at photocopy machines in the library, and even to arrange long distance calls. SUNY Cards are issued in the E.H. Butler Library.

Regular SUNYCard Hours will be:

9am - 9pm, Monday - Thursday  
9am - 5 pm, Friday  
10am - 5 pm, Saturday  
1pm - 7pm, Sunday

Contact Butler Library Circulation Services at 878-6303 for questions.

### English and Mathematics Competence Examinations

All undergraduates at Buffalo State must demonstrate a proficiency in both English composition and mathematics. This competency is established through satisfactory performance in examinations offered by the college.

Any evening student who expects to receive a degree from Buffalo State must take these examinations to determine his or her proficiency, or submit appropriate transfer coursework that satisfies the requirements. Further information about the examinations is available through the appropriate department: English test-English Department, Ketchum Hall 326, 878-5416; mathematics test-Academic Skills Center, Twin Rise South 220, 878-4041.

Fall evening tests in English and mathematics will be administered on the dates and times noted in the Academic Calendar on page 2. Students must bring identification. Test results will be posted in time for registration.



## Alternate Ways of Earning College Credit

One of the frustrations of being an adult or evening student is the long time it can take to complete a degree. However, at Buffalo State, several programs exist which can vastly accelerate the pace of a college degree without sacrificing its quality.

### Credit for Prior Learning

Credit for college-level experiential learning is available through a program affiliated with the council for the Advancement of Experiential Knowledge (CAEL). Students who consider previous learning experience as college-level creditable may enroll in AEL 300W, Educational Assessment and Portfolio Development, a three-credit course offered each fall. In this course students conduct a self-appraisal and an inventory of all potentially creditable prior learning. The portfolio will be treated as an application to appropriate academic departments for the awarding of college credit.

Within the guidelines noted below, credit for experiential learning follows essentially the same principle as transfer credit-students may receive credit for knowledge gained elsewhere that conforms to existing college courses up to a maximum of 30 credit hours. Credit will be awarded on the basis of its correspondence to existing Buffalo State courses. Credit earned will be recorded as credit (CR) only, rather than by grade.

**Important Note:** An open house information session is conducted by the General Studies Interdisciplinary Unit before registration in every fall semester to familiarize interested individuals with the process. All students who intend to enroll in AEL 300W must attend this session. Call 878-5303 for information.

### Credit by Examination

Credit by examination programs are based upon typical undergraduate courses offered by most colleges. The examinations serve as a counterpart to the final exams that a student would have taken had he or she been enrolled in that course.

They are ideal for students who, because of professional experience or personal interest, happen to have college-level learning in a particular subject. Typically, the examinations stress broad conceptual knowledge rather than specific factual information. Students should by no means avoid these tests for fear that they may have forgotten specific details.

The most popular of the credit by exam programs is the College Level Examination Program (CLEP), a division of the internationally known Educational Testing Service. CLEP currently offers 36 different tests covering traditional liberal arts, business and computer science, and health subjects. They are 90-minute multiple-choice tests; they are offered about seven times a year, and are surprisingly inexpensive (under \$50). Successful completion of those tests which correspond to Buffalo State courses will result in the award of appropriate academic credit. Most CLEP tests are determined to be equivalent to three-credit-hour courses.

### Course Challenge

If a student feels that he or she already knows the information that a particular Buffalo State course teaches, that course can be challenged in most cases. The process involves meeting with the course instructor and demonstrating, usually by test, expertise in the subject. It is similar to the policy of credit by examination described above, but with the additional flexibility of being offered by the college itself.

Not all courses are challengeable. Students should consult an academic advisor for specific information.



### For Further Information

A variety of options exists at Buffalo State that enable an adult or evening student to accelerate his or her studies. These include the use of independent study and special projects, military service credit, and cross-registration at other local colleges. For information about any of these options, consult the Adult and Evening Student Programs Office or the current college catalog.

### Flexible Degree Program for Working Adults

Buffalo State's General Studies degree program recognizes the needs and interests of the working adult student.

- Individualized program design
- Credit for college-level prior learning
- Personalized academic advisement
- Evening student assistance

**For more information, call:  
Adult and Evening Student Programs  
878-5303**

## Weekend Courses

*For many BSC evening students, Saturday is an extra "night" in the school week. Consider the advantage of easy parking, no crowding, and unlimited access to the bookstore. All of these courses meet Saturday mornings. See you Saturday!*

### Undergraduate

Call No.	Catalog No.	Course Title	Note or Prerequisite	Credit Hr.	Meeting Days & Times	Bldg.	Room	Instructor	Open Quota	Res Quota	Reserve Option
3005	DES 114	Workshop Crafts = CA	Jewelry 6,23,24 Weekend Course Meets 2/3, 2/10, 2/11, 3/10, 3/11, 4/7 Non-Art Majors Only	3	8:30 am-4:30 pm SX	UPTON	236	Saracino, S.	20		
2362	EDF 203	School & Society	Saturday Class 1/27 - 3/3/01 6 week	3	3:00 pm-9:00 pm S	BACO	207	Mattai, P	35		
2181	ENG 300 W	Writing for the Professions	ENG 102 or Exempt	3	10:00 am-12:40 pm S	KETC	100	Scott, W	22		
2052	HUM 100	Intro to Humanities = CH		3	10:00 am-12:40 pm, S	KETC	300	Park IV, R	45		
1852	SAF 305	Fund of Safety = CT		3	9:00 am-11:40 am S	UPTO	505	Miller, D	35		



**Evening Undergraduate  
Fall Registration Advisement:  
Wednesday, November 8, 5 - 7:00 pm**



## Undergraduate Graduation Requirements in General Education, Global Issues, Writing Across the Curriculum and Diversity in the United States

*All undergraduate students must complete a minimum of 123 credits for graduation, including requirements for the major and all the requirements specified in the 1999-2001 college catalog. Especially careful attention should be paid to requirements in General Education, Global, Diversity, and Writing Across the Curriculum. Courses satisfying these requirements are indicated by codes at the end of the course title. These are the only courses that may be used in fulfillment of the individual requirements. The codes are explained as part of the legend, page 26.*

### General Education Requirement

This requirement consists of 42 credits distributed among 5 categories. You must satisfy the requirement for each category with courses from more than one distinct academic field. These are determined primarily by course prefix designation. For example, if a category includes nine credits, only two of the three courses may come from the same field.

You may not use courses required by your major or courses from your major discipline to satisfy any part of the general education requirement.

Students must complete a minimum of 123 credits for graduation and are urged to pay special attention to the upper level, writing intensive and the college residency requirements. Furthermore, entering transfer students with AA and AS degrees may be exempt from the General Education requirement.

### Writing Across the Curriculum

All students who entered Buffalo State in the fall 1987 semester or later are required to complete, prior to graduation, two courses identified in the class schedule by the designation W following the course number, e.g., PHI 101W. The minimum amount of writing in each intensive course is equivalent to 15 typed (double spaced) pages. Successful completion of the English Composition Requirement is a prerequisite for all writing intensive courses. For more information, see the 1999-2001 Undergraduate Catalog or your advisor.

### Changes in the Physical Education Requirements

As of Fall 1996, physical education as a graduation requirement was waived for all currently matriculated students. In addition, all readmitted matriculated students will also have the requirement waived for graduation.

### Global Issues

The major goal of the requirement in global issues at Buffalo State is to stimulate in our students an awareness of global interdependence and the intersection of major American interests with international developments. Given the Eurocentric emphasis in much of American education, a further goal of this requirement is to encourage students to study the cultures of non-Western and Latin American peoples. Courses satisfying this requirement are indicated with a G at the end of the course title.

### Diversity in the United States

The goal of this requirement is to stimulate an awareness of the value and richness of pluralism and diversity in contemporary American society as well as the dangers inherent in bigotry, prejudice, and stereotyping. Ideally, courses that satisfy this requirement should help you develop an increased sensitivity to groups and individuals from traditionally under represented populations, and should help you appreciate the history, culture, and value of the contributions made by individuals and groups of people from these diverse populations. Courses satisfying this requirement are indicated with a D at the end of the course title.

All code information for these requirements is listed on the *Registration Legends and Codes* page 26.



## General Education 2000

Buffalo State now has two sets of general education requirements:

1. **General Education Core (GEC)** in effect for all Buffalo State students matriculated for Fall 2000. Information is available in college catalogs and on page 24 of this brochure.
2. **General Education 2000 (GE2K)** in effect as of Fall 2000. Currently, three groups of students are required to follow General Education 2000 requirements:
  - First-time freshmen admitted to Buffalo State for the Fall 2000 semester or later.
  - Current students who were \*non-matriculated (8100) status prior to Fall 2000 and have been accepted as degree-seeking for Fall 2000 or later.
  - Transfer students accepted at Buffalo State Spring 2001 or later whose first semester of matriculated study was Fall 2000 or later.

All other students should follow the general education requirements as detailed in the catalog they entered under and displayed on the audit sheet.

### General Education 2000 Web Sites

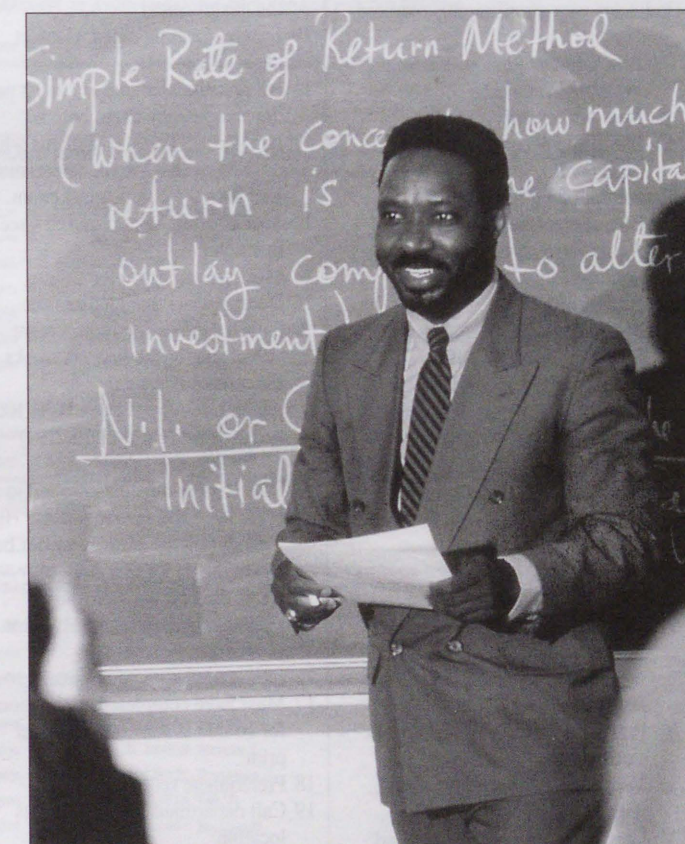
General Education 2000 information has been updated on the web at  
<http://www.buffalostate.edu/~registra/ge2000.htm>

Frequently Asked Questions can be located at  
<http://www.buffalostate.edu/~registra/ge2kfaq.htm>

The updated course list can be located at  
<http://www.buffalostate.edu/~registra/ge2kcrs.txt>

If you have any questions about general education requirements or which requirements you should be following, please consult your department office or the Academic Advisement Office, phone (716) 878-5223.

*\*Non-matriculated students are students who are not seeking a degree. They are students who are taking a maximum of 11 credit hours per semester.*





# Registration Legends and Codes

## Legend for general education, global issues, and diversity codes

All courses which carry general education credit, as well as courses which satisfy the global issues and diversity requirements, are shown in the course title column of the class schedule.

The first space indicates global issues or diversity status:

D = Diversity  
G = Global Issues

The middle space designates general education core

C = Core

The third space indicates the core or general education elective area, if applicable:

T = Applied Science and Technology  
A = Arts  
H = Humanities  
M = Math/Science  
S = Social Science

## Instructor Permission Codes

Course listing instructor permission as a course option will show a corresponding code in the note or prerequisite column. This alpha code indicates why permission is required.

A Erie County Employee Education Program Preference  
B Non-Majors only  
C Internship - requires prior placement  
D Minimum GPA required  
E ESL students only  
F Audition required  
G Seniors only  
H Juniors only  
I Sophomores only  
J First-time freshmen only  
K Placement test required  
L Limited to students with previous coursework in this area  
M Instructor permission seats available only after first class day  
N Freshman seminar course  
O Block schedule course  
P Apace block  
Q Student teaching placement  
R Evening students only  
S Instructor permission seats available only during first class session.  
T Practicum placement (other than student teaching)  
U Verification of prerequisites required.  
V Leadership experience required

W ECC joint teacher prep-program  
X Reserved for off campus group  
Y Must have MS DOS computer and access to adequate computer facilities

## Special Notes to Students

Course listing numbers 1-24 in the note or prerequisite column of the course listing have special notes to students. See the listing below for translation of these numbers.

- 1 Lab fee required
- 2 Studio fee
- 3 Do not register for a course meeting immediately before or after this class
- 4 Lesson with additional fee
- 5 Cross listed
- 6 Additional hours required
- 7 Only those students who have taken the English composition placement exam or who have transfer credit in English composition may enroll
- 8 Must attend special orientation session. Contact department
- 9 Must file form with department for individual physical education program, upon recommendation of the health center
- 10 Special meeting dares. Contact department
- 11 All non-transfer students must pass the competency exam before registering. Transfer students who do not transfer a math course must also pass the competency exam.
- 12 Special equipment required - see instructor
- 13 Must see an instructor
- 14 Note: Fulfills one credit of the physical education requirement and meets for the first six weeks of the semester. We suggest registering for a 9 week HPR 100 level course (except HPR 199) during this time slot.  
The student must be enrolled in a HPR 100 level course (except HPR 199) during the same semester he/she registers for this course.
- 15 As of the first class day any available seats require instructor permission.
- 16 Inter-campus transfer agreement
- 17 Must have completed application for course at least one semester prior
- 18 Prerequisite required
- 19 Call department for off campus location

- 20 Lab fee \$15
- 21 Lab fee \$25
- 22 A 1 hours lab meets Friday afternoons or optionally, Thursday at 12:15.
- 23 Non-majors only
- 24 Possible materials fees

## Legend for Building Designations

BACO Bacon Hall  
BISH Bishop Hall  
BUTL Butler Library  
CAMP Campbell Student Union  
CAMP On Campus Site to be announced  
BUCK Buckham Campus School  
CASS Cassety Hall  
CAUD Caudell Hall  
CHAS Chase Hall  
CLAS Classroom Building  
CLEV Cleveland Hall  
BULG Bulger Communication Center  
HGYM Houston Gym  
KETC Ketchum Hall  
OFC Off Campus  
PERR Perry Hall  
ROCK Rockwell Hall  
SCIE Science Building  
SOUT South Wing  
THEA Theater Arts  
TWIN Twin Rise - 2nd Floor  
UPTO Upton Hall  
TBA To be announced

## Day of Week Code

In the course listings, days of the week are signified by the following code:

Monday M  
Tuesday T  
Wednesday W  
Thursday R  
Friday F  
Saturday S  
Sunday X

## Course Prefixes

AAS Anthropology  
ADE Adult Education  
AED Art Education  
AEL General Studies  
ANT Anthropology  
ATS Art Education  
BIO Biology  
BUS Business  
BXE Exceptional Education  
CHE Chemistry  
CIS Computer Information Systems  
COM Communications  
CNS Art Conservation  
CRJ Criminal Justice  
CRS Creative Studies  
CSP Educational Foundations  
DAN Performing Arts

DED Business  
DES Design  
EAD Elementary Education & Reading  
ECO Economics and Finance  
ECS Elementary Education & Reading  
EDF Educational Foundations  
EDU Elementary Education & Reading  
ENG English  
ENT Technology  
EXE Exceptional Education  
FAR Fine Arts  
FLA Foreign Language  
FLE Foreign Language  
FRE Foreign Language  
GES Earth Science & Science Education  
GRK Foreign Language  
GSS General Studies  
HIS History & Social Studies  
HON Honors  
HPR Health, Physical Education & Recreation  
HSC Health, Physical Education & Recreation  
INE International Education  
INT Technology  
ITA Foreign Language  
IUP Academic Standards Office  
LAT Foreign Language  
LIB Library  
MAT Mathematics  
MED Mathematics  
MUS Performing Arts  
NFS Nutrition & Food Science  
NSE Special Programs  
OEC Business  
PAR Performing Arts  
PHI Philosophy & Religion  
PHY Physics  
PLN Geography & Planning  
POL Foreign Language  
PSC Political Science  
REC Health, Physical Education  
RUS Foreign Language  
SAF Technology  
SCI Earth Science & Science Education  
SED Secondary Education  
SLA Speech Pathology  
SOC Sociology  
SPA Foreign Language  
SSE History & Social Studies  
SPP Special Programs  
SST History & Social Studies  
SWA Foreign Language  
SWK Social Work  
TEC Technology  
TED Technology  
THA Performing Arts  
VTE Technology

# Course Schedule

CALL NO.	CATALOG NUMBER	COURSE TITLE	CR. HR.	NOTE OR PREREQUISITE	MEETING	BLDG.	INSTRUCTOR	OPEN QUOTA	RESRV QUOTA	RESRV OPTION
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## ANTHROPOLOGY

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.

2274	ANT100	HUMAN ORIGINS	CS	3	06:00 pm - 08:40 pm W	CLAS B118	Mitchell,D	60		
2273	ANT362W	URBAN FOLKLORE		3	06:00 pm - 08:40 pm T	BULG W	Fish,L	43		

## BUSINESS

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.

3020	BUS116	INTRO BUSINESS	CT	3	06:00 pm - 08:40 pm M	CAUD 212	STAFF	60		
3023	BUS300	INTNATL BUSINESS	G	3	06:00 pm - 08:40 pm T	ROCK 202	STAFF	30		
2732	BUS312	FINANCIAL ACCTG		3	06:00 pm - 08:40 pm T	CAUD 216	Ahlarah,S	35		
2734	BUS313	MANAGERIAL ACCTNG		3	06:00 pm - 08:40 pm T	CAUD 212	Janowsky,D	32		
2738	BUS320	PRIN MARKETING		3	06:00 pm - 08:40 pm M	ROCK 204	Jonlak,A	35		
3026	BUS324WBUS	COMMUNICAT		3	07:20 pm - 10:00 pm W	CAUD 101	STAFF	24		
3027	BUS324WBUS	COMMUNICAT		3	06:00 pm - 08:40 pm M	SCIE 224	STAFF	25		
2760	BUS325	HUMAN RES MGMT		3	06:00 pm - 08:40 pm M	CAUD 216	Stanger,H	40		
2761	BUS325	HUMAN RES MGMT		3	06:00 pm - 08:40 pm W	CAUD 212	Stanger,H	35		
2744	BUS334	BUSINESS LAW I		3	06:00 pm - 08:40 pm M	KETC 328	Kelly,J	50		
3029	BUS389	INTEG MKTG COMM		3	06:00 pm - 08:40 pm T	ROCK 201	Schutte,A	30		
2773	BUS412	INCOME TAX		3	06:00 pm - 08:40 pm M	CHAS 109	Ricigliano,D	25		
3030	BUS460	PROD OPER MGMT		3	06:00 pm - 08:40 pm R	CAUD 214	Smith,W	30		
2752	OEC301	PRIN OCCUP EDUC		3	06:00 pm - 08:40 pm M	CAUD 101	Dana,R	22		

## CHEMISTRY

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.

1137	CHE100	CHEM & SOCIETY	CM	3	06:00 pm - 08:40 pm W	SCIE 213	Steward,A	75		
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## COMMUNICATION

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.

1210	COM205	INTRO ORAL COMM	CH	3	NOTE 15	06:00 pm - 08:40 pm R	CLAS B108	Gellin,A	25		
3017	COM205	INTRO ORAL COMM	CH	3	NOTE 15	06:00 pm - 08:40 pm M	CLAS B108	Iusi,J	25		
3018	COM205	INTRO ORAL COMM	CH	3	NOTE 15	06:00 pm - 08:40 pm T	CLAS B108	Iusi,J	20		
2407	COM215	INTRO VIS COMM		3	NOTE 15	06:00 pm - 08:40 pm T	BISH 32	STAFF	15		
2408	COM215	INTRO VIS COMM		3	NOTE 15	06:00 pm - 08:40 pm W	BISH 32	STAFF	15		
1225	COM306	PUBLIC SPEAKING		3	NOTE 15, COM205	06:00 pm - 08:40 pm M	BACO 214A	Brown,T	25		
1234	COM327	GRT JOURNALISM	CH	3	CODE A, XLUSTED W/HUM327	06:00 pm - 08:40 pm T	KETC 313	Kaye,J	20		
2435	COM333	MIN/VOICES/MED	D	3		06:00 pm - 08:40 pm T	BACO 205	Gillespie,V	25		
3112	COM389	TALK RADIO		3		06:30 pm - 09:10 pm M	THEA 111	STAFF		25	MAJORS
1246	COM400W	LAW OF MASS COM		3	NOTE 15	06:00 pm - 08:40 pm W	SCIE 255	Gillespie,V	28		

## COMPUTER INFORMATION SYSTEMS

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2964	CIS101	COMPUTER FUND	CT	3	NOTE 15	06:00 pm - 07:15 pm MW	BULG N002B	Arbutina,C	20	10	FR, SOPH
2970	CIS101	COMPUTER FUND	CT	3	NOTE 15	06:00 pm - 07:15 pm TR	BULG E	STAFF	20	10	FR, SOPH
2974	CIS151	INF PROCESS I		3	CIS101 OR EQUIV NOTE 15	06:00 pm - 07:15 pm MW	CLAS A108	Naeher,C	30		
2979	CIS251	INF PROCESS II		3	CIS151; NOTE 15	06:00 pm - 07:15 pm TR	UPTO 230	Scott,L	5	25	MAJORS
2982	CIS315	COMP ORGAN/STRU		3	CIS151; NOTE 15	07:25 pm - 08:40 pm TR	BULG N002B	Favata,J	5	25	MAJORS
2985	CIS370	SYSTEM ANALYSIS		3	CIS151; NOTE 15	06:00 pm - 07:15 pm TR	BULG N002B	Banerjee,S	5	25	MAJORS
2989	CIS380	MICRO APPLICAT		3	CIS251, 370; NOTE 15	06:00 pm - 07:15 pm MW	BULG N002A	Lin,W	5	25	MAJORS
2990	CIS400	VISUAL BASIC PROG		3	CIS251; NOTE 15	07:25 pm - 08:40 pm MW	CLAS A108	Naeher,C	5	25	MAJORS
2993	CIS410	OPERATING SYST		3	CIS151; NOTE 15	06:00 pm - 07:15 pm TR	BULG N002C	Wertz,C	5	25	MAJORS



CALL NO.	CATALOG NUMBER	COURSE TITLE	CR. HR.	NOTE OR PREREQUISITE	MEETING	BLDG.	INSTRUCTOR	OPEN QUOTA	RESRV QUOTA	RESRV OPTION
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## COMPUTER INFORMATION SYSTEMS

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3055	CIS442W	ADV SYSTEMS APP	3	CIS370,411; NOTE 15	07:25 pm - 08:40 pm TR	BULG N002A	Arbutina,C	5	25	MAJORS
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## CONSUMER STUDIES/HOME ECONOMICS

1494	FTT150	INTRO FASH MERCH	CT 3		06:00 pm - 08:00 pm TR	BULG S	Dudkowski,R	75		
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## CRIMINAL JUSTICE

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.

1262	CRJ101	INTRO CRJ	CT 3		06:00 pm - 08:00 pm R	SCIE 213	Pursley,R	90		
1263	CRJ101	INTRO CRJ	CT 3		06:00 pm - 08:40 pm M	SCIE 213	STAFF	90		
1264	CRJ201	CRIM LAW/PROC	CT 3	CRJ101	06:00 pm - 08:40 pm M	CLAS B119	Ross,J	20	25	MAJORS
2239	CRJ202	POLICE PROCESS	3		06:00 pm - 08:40 pm W	CLAS B119	STAFF	15	20	MAJORS
1266	CRJ203	CRIM/DEOL/JUS	3	CRJ101	06:00 pm - 08:40 pm M	SCIE 211	Johnson,S	40		MAJORS
1275	CRJ317	CONST ISS/CRJ	3	CRJ101, CRJ201 JR STANDING	06:00 pm - 08:40 pm R	CLAS B119	STAFF	10	30	MAJORS
2242	CRJ409	ADV ISS/LAW ENF	3	JR, SR STANDING 24 CREDITS CRJ CRS	06:00 pm - 08:40 pm T	CLAS C302	Pursley,R	30		MAJORS
1282	CRJ430	GENDER & CRJ	D 3	CRJ101	06:00 pm - 08:40 pm W	SCIE 211	STAFF	5	30	MAJORS
1285	CRJ497	CRJ INTERNSHIP	3	MAJORS, CODE G APPL APPROVAL REQD PRIOR TO REGIS	06:00 pm - 08:40 pm W	CLAS B220	Ross,D	15		INST PERM

## DESIGN

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.

3094	DES102	INTRO DES 2D 2	3	NOTES 6,24	06:00 pm - 08:40 pm MW	UPTO 208	STAFF	20		
1305	DES103	INTRO DES 3D 1	CA 3	SEE NOTE 6, 24	06:00 pm - 08:40 pm TR	UPTO 253	Radtke,M	5	15	MAJORS
1312	DES114	WORKSHOP CRAFTS	CA 3	FIBERS;NOTE 6,23,24 NON-ART MAJORS ONLY	06:00 pm - 08:40 pm MW	UPTO 210	Christmastree,L	8		
3005	DES114	WORKSHOP CRAFTS	CA 3	JEWELRY 6,23,24 WEEKEND COURSE 2/3; 2/10,2/11,3/10,3/11 4/7 NON-ART MAJ ONLY	08:30 am - 04:30 pm SX	UPTO 236	Saracino,S	20		
1317	DES190	DES SYMPOSIUM	CA 3	SEE NOTE 23 NON-ART MAJORS ONLY	07:25 pm - 08:40 pm MW	BULG E	STAFF	90		
1326	DES242	FIBERS I	3	SEE NOTES 6, 24	06:00 pm - 08:40 pm MW	UPTO 210	Christmastree,L	10		
1331	DES262	AUTOCAD INT DES I	3	DES105; NOTES 6,24	06:00 pm - 08:40 pm MW	UPTO 306	STAFF	18		
1348	DES368	LIGHTING DESIGN	3	DES360 OR INSTR CONSENT,FIELD TRIPS REQUIRED, NOTES 6,24	06:00 pm - 08:40 pm TR	UPTO 205	STAFF	16		MAJORS
2488	DES377	COMPUTR GRAPHICS II	3	DES277, CODE U SEE NOTES 6,24	06:00 pm - 08:40 pm TR	UPTO 203	STAFF	17		INST PERM
1353	DES414	SR SEM/EXHIB	4	SENIOR STATUS	06:00 pm - 08:40 pm TR	UPTO 215	STAFF	19		
1359	DES473	GRAPHIC DESIGN	3	NOTE 6,24; DES374	06:00 pm - 08:40 pm MW	UPTO 215	Schuster,R	19		MAJORS
2489	DES479	MULTIMEDIA	3	DES277, DES377 CODE U; NOTES 6,24	06:00 pm - 08:40 pm MW	UPTO 203	Friesen,S	17		INST PERM

## EARTH SCIENCES & SCIENCE EDUCATION

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2928	ENS300	ENVIRON STUDIES	3	READING INTENSIVE COURSE. ELECTIVE IN ENVIRON SCI MINOR	06:00 pm - 08:40 pm T	SCIE 355	Singer,J	23		
2887	GES101	INTRO GEOLOGY	CM 3	CONCURRENT REGISTRA TION IN GES 103 IS RECOM FOR GEOL AND EARTH SCI MAJORS	06:00 pm - 08:40 pm R	SCIE 356	Wehn,K	45		

CALL NO.	CATALOG NUMBER	COURSE TITLE	CR. HR.	NOTE OR PREREQUISITE	MEETING	BLDG.	INSTRUCTOR	OPEN QUOTA	RESRV QUOTA	RESRV OPTION
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## EARTH SCIENCES & SCIENCE EDUCATION

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2903	GES111	GEN OCEANOGRAPH	CM 3		06:00 pm - 08:40 pm W	SCIE 356	Singer,J	45		
2906	GES131	INTRO ASTRONOMY	CM 3		06:00 pm - 08:40 pm M	SCIE 356	Mack,J	40	9	INST PERM
2930	SCI105	PHYSICAL SCI	CM 3	NON-SCIENCE MAJORS ONLY. APPLIES TO EL. ED. SCIENCE CONCENTRATION.	06:00 pm - 08:40 pm T	SCIE 102	STAFF	23		
2931	SCI231	POLLUTN/ENV/SOC	G CM 3		06:00 pm - 08:40 pm R	SCIE 272	STAFF	60		

## ECONOMICS AND FINANCE

1369	ECO201	PRIN OF MACRO	CS 3	EITHER ECO201 OR ECO202 MAY BE TAKEN FIRST	06:00 pm - 08:40 pm W	CLAS B108	Pendleton,M	30		
1373	ECO202	PRIN OF MICRO	CS 3	EITHER ECO201 OR ECO202 MAY BE TAKEN FIRST	06:00 pm - 08:40 pm M	SCIE 272	Kim,Y	50		
1379	ECO305	ECON STATISTICS	3	MAY NOT RECEIVE CREDIT FOR BOTH ECO305 AND MAT311	06:00 pm - 08:40 pm T	CLAS B119	Ganley,W	50		

## EDUCATIONAL FOUNDATIONS

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3077	CTE402	ASMT CAR/TECH SUBJ	3		06:00 pm - 08:40 pm M	BACO 211	Kwandrans,K	30		
2335	EDF202	CHILD DEV/EDUCA	3	CODE W/ECCJTPP	06:00 pm - 08:40 pm R	BULG W	Polka,W	50	10	INST PERM
2336	EDF203	SCHOOL AND SOCI	3	CODE W/ECCJTPP	06:00 pm - 08:40 pm T	BULG E002	Macey,R	50	10	INST PERM
2362	EDF203	SCHOOL AND SOCI	3	SATURDAY CLASS 01/27-03/03/01 SIX WEEKS	03:00 pm - 09:00 pm S	BACO 207	Mattal,P	35		
2338	EDF302	EDU PSYCH:ELEM	3	EDF202	06:00 pm - 08:40 pm M	BULG E002	Macey,R	60		
2339	EDF303	EDU PSYCHOLOGY	3		06:00 pm - 08:40 pm R	BULG E002	Polka,W	60		
2551	VTE302	COURSE ORG	3		06:00 pm - 08:40 pm M	BACO 207	Schmidt-Bova,C	30		
2557	VTE404	METH TCH VT SUB	3		06:00 pm - 08:40 pm W	BACO 110	Schmidt-Bova,C	30		
2558	VTE404	METH TCH VT SUB	3	DISTANCE LEARNING CLASS OFF CAMPUS ELLICOTVILLE BOCES CALL 878-6910 INFO	07:00 pm - 09:40 pm T	OFC	Robinson,P	15		
2559	VTE404	METH TCH VT SUB	3	DISTANCE LEARNING CLASS OFF CAMPUS BELMONT BOCES	07:00 pm - 09:40 pm T	OFC	Robinson,P	15		
2560	VTE404	METH TCH VT SUB	3	DISTANCE LEARNING CLASS OFF CAMPUS OLEAN	07:00 pm - 09:40 pm T	OFC	Robinson,P	15		
2561	VTE404	METH TCH VT SUB	3	DISTANCE LEARNING CLASS OFF CAMPUS LOGUIDICE BOCES	07:00 pm - 09:40 pm T	OFC	Robinson,P	15		
2562	VTE413	STUD TCHG VTE	6	PREREQUISITE 18 VTE CREDITS STUDENT TEACHING DURING DAY-CALL 878-4717 FOR INFO	06:00 pm - 08:40 pm W	BACO 204	Bova,E	8		INST PERM
2563	VTE415W	PROF DEV SEM	3	PREREQUISITE ENG 101,102	06:00 pm - 08:40 pm W	BACO 117	Schmidl,K	25		
2564	VTE421	OCC ED INDV NDS	3		06:00 pm - 08:40 pm T	BACO 207	Mroz,R	30		
2629	VTE499	CAREER FAIRS- GEARUP	3	PREREQUISITE VTE302 OFF SITE - FIRST MEETING ON CAMPUS CALL 878-4717 INFO	06:00 pm - 08:40 pm R	OFC	Popovich,N	30		INST PERM

## ENGLISH

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CALL NO.	CATALOG NUMBER	COURSE TITLE	CR. HR.	NOTE OR PREREQUISITE	MEETING	BLDG.	INSTRUCTOR	OPEN QUOTA	RESRV QUOTA	RESRV OPTION
ENGLISH										
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2119	ENG101	COLLEGE WRTG 1	3	NOTE 7,15;PORTFOLIO	06:00 pm - 08:40 pm T	KETC 200	Slpos,I	22		
2161	ENG102	COLLEGE WRTG 2	3	NOTE 7, NOTE 15	06:00 pm - 08:40 pm W	KETC 218	STAFF	22		
2162	ENG102	COLLEGE WRTG 2	3	NOTE 7, NOTE 15	06:00 pm - 08:40 pm M	KETC 106	STAFF	22		
2173	ENG241	AFR-AM LIT S'40	D 3		06:00 pm - 08:40 pm M	KETC 320	Twagllimana,A	35		
2181	ENG300W	WRTG FOR PROFES	3	ENG 102 OR EXEMPT	10:00 am - 12:40 pm S	KETC 100	Scott,W	22		

### EXCEPTIONAL EDUCATION

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2494	EXE100	NAT/ND S IND SP	D CT 3		06:00 pm - 08:30 pm R	CLAS C122	Tirado,R	120		
2495	EXE245	COMM SERVICES	3	135 HRS FIELD WORK ATTEND ORIENT 2/1 6-8:30PM CALL 878-5321	TBA	CALL DEPT	Scott,S	100		
2496	EXE245	COMM SERVICES	2	90 HRS FIELD WORK ATTEND ORIENT 2/01 6-8:30PM CALL 878-5321	TBA	CALL DEPT	Scott,S	100		
2497	EXE245	COMM SERVICES	1	45 HRS FIELD WORK ATTEND ORIENT 2/1 6-8:30PM CALL 878-5321	TBA	CALL DEPT	Scott,S	200		

### FINE ARTS

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.										
2789	FAR220	INTRO PHOTO	CA 3		06:00 pm - 08:40 pm TR	UPTO 112	Houseknecht,S	18		
2400	FAR251	ART HISTORY 2	CA 3		06:00 pm - 07:15 pm MW	BULG E	STAFF	75		
3104	FAR323	ADVANCED PHOTO	3	FAR220, FAR321, FAR322	06:00 pm - 08:40 pm MW	UPTO 112	Krims,L	14		
2659	FAR342	INTERM SCULPT 2	3	FAR240,NOTE 24	06:00 pm - 08:40 pm MW	UPTO 240	Payne,K	10		
2661	FAR343	ADV SCULPTURE	3	FAR342, NOTE 24	06:00 pm - 08:40 pm MW	UPTO 240	Payne,K	5		

### GENERAL STUDIES

1570	HUM100	INTRO TO HUMAN	CH 3		06:00 pm - 08:40 pm W	BACO 220	Stinneford,J	45		
2052	HUM100	INTRO TO HUMAN	CH 3		10:00 am - 12:40 pm S	KETC 300	Park IV,R	45		
1574	HUM327	GRT JOURNALISM	CH 3	XLISTED WITH COM327	06:00 pm - 08:40 pm T	KETC 313	Kaye,J	10		
2097	HUM337	MOD GER LIT TRA	CH 3	XLISTED WITH GER337	06:00 pm - 08:40 pm M	KETC 218	Dietz Faletti,H	15		

### GEOGRAPHY & PLANNING

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.										
2083	GEG101	WORLD NATL ENV	G CS 3		06:00 pm - 08:40 pm M	CLAS A209	Perrelli,M	40		
2086	GEG102	MAN'S CULT ENV	G CS 3		06:00 pm - 08:40 pm W	CLAS A203	Carroll,R	40		
2087	GEG206	GEG NY STATE	CS 3		06:00 pm - 08:40 pm R	CLAS A209	Rossi,M	40		
2085	GEG425	CMPTR MAP & GIS	3	GEG 199 OR CIS 101	06:00 pm - 07:15 pm TR	CLAS A205W	Tang,T	15		
2084	PLN415	ZONING	3	PLN 315	06:00 pm - 08:40 pm T	CLAS A209	Bensley,J	20		

### HEALTH & WELLNESS

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.										
1557	HEW301	KINESIOLOGY	3	SOPHOMORES	06:00 pm - 08:40 pm R	HGYM 206	STAFF	22	15	MAJORS

CALL NO.	CATALOG NUMBER	COURSE TITLE	CR. HR.	NOTE OR PREREQUISITE	MEETING	BLDG.	INSTRUCTOR	OPEN QUOTA	RESRV QUOTA	RESRV OPTION
HISTORY/SOCIAL STUDIES EDUCATION										
2669	HIS107	AMER LIFE II	CS 3	STUDENT MAY TAKE & RECEIVE CREDIT FOR EITHER HIS 101 OR 107, BUT NOT BOTH.	06:00 pm - 08:40 pm M	CLAS C313	STAFF	40		
2677	HIS117	20TH CENT EURO	CS 3		06:00 pm - 08:40 pm R	CLAS C202	Slavenas,J	31		
2683	HIS318	SOVIET UNION	3		06:00 pm - 08:40 pm M	CLAS C202	Slavenas,J	31		
2689	HIS334	IRELAND SN 1800	3		06:00 pm - 08:40 pm T	CLAS C202	Smith Jr.,E	31		
2690	HIS345	U.S. SINCE 1941	3		06:00 pm - 08:40 pm R	CLAS B209	Koglnos,M	31		
2858	HIS400W	SR SEM IN HIST	3	PREREQUISITE OF HIS 399 FOR HISTORY MAJORS	06:00 pm - 08:40 pm R	CLAS C204	Mancuso,C	15		
2860	HIS401W	EUROPEAN DIPLOM	3		06:00 pm - 08:40 pm W	CALL DEPT	Slavenas,J	15		
2873	SSE363	AMER IDENTITY	D 3		06:00 pm - 08:40 pm T	CLAS B209	Baxter,C	20		

### HUMANITIES

1570	HUM100	INTRO TO HUMAN	CH 3		06:00 pm - 08:40 pm W	BACO 220	Stinneford,J	45		
2052	HUM100	INTRO TO HUMAN	CH 3		10:00 am - 12:40 pm S	KETC 300	Park IV,R	45		
1574	HUM327	GRT JOURNALISM	CH 3	XLISTED WITH COM327	06:00 pm - 08:40 pm T	KETC 313	Kaye,J	10		
2097	HUM337	MOD GER LIT TRA	CH 3	XLISTED WITH GER337	06:00 pm - 08:40 pm M	KETC 218	Dietz Faletti,H	15		

### MATHEMATICS

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.										
1638	MAT124	PRE-CALC MATH	3	MAT110 OR 3 YEARS HIGH SCHOOL MATH GRAPHING CALCULATOR REQUIRED	06:00 pm - 07:15 pm MW	ROCK 201	STAFF	35		

### MODERN & CLASSICAL LANGUAGES

2233	GER337	MOD GER LIT TRA	CH 3	CROSS LISTED WITH HUM337	06:00 pm - 08:40 pm M	KETC 218	Dietz Faletti,H	15		
1621	ITA101	BEG ITALIAN I	CH 3	LAB WORK REQUIRED	06:00 pm - 07:15 pm TR	KETC 320	Arena,F	30		
1917	SPA101	BEG SPANISH I	CH 3	LAB WORK REQUIRED	06:00 pm - 07:15 pm MW	KETC 207	STAFF	30		
1921	SPA101	BEG SPANISH I	CH 3	LAB WORK REQUIRED	06:00 pm - 07:15 pm TR	KETC 106	Dorrios,N	30		
1933	SPA201	INT SPANISH I	3	SPA102 OR EQUIV LAB WORK REQUIRED	07:25 pm - 08:40 pm TR	KETC 100	Montesano,D	30		
1936	SPA202	INT SPANISH II	3	SPA201 OR EQUIV LAB WORK REQUIRED	06:00 pm - 07:15 pm MW	KETC 100	Santiago,P	30		
1939	SPA202	INT SPANISH II	3	SPA201 OR EQUIV LAB WORK REQUIRED	06:00 pm - 07:15 pm TR	KETC 100	Montesano,D	30		
1956	SWA202	INTERM SWAHILI II	3	SWA201 OR EQUIV LAB WORK REQUIRED	06:00 pm - 07:15 pm TR	KETC 218	Namulala,E	30		

### NUTRITION, HOSPITALITY & FASHION

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.										
1494	FTT150	INTRO FASH MERCH	CT 3		06:00 pm - 08:00 pm TR	BULG S	Dudkowski,R	75		
1724	NFS105	FOOD & PEOPLE	G CT 3	CODE A	06:00 pm - 08:40 pm T	BULG W002	STAFF	90		
1725	NFS105	FOOD & PEOPLE	G CT 3		06:00 pm - 08:40 pm R	CAUD 212	STAFF	78		
1731	NFS334	CONTEMP NUTR	CT 3		06:00 pm - 08:40 pm W	BULG W	STAFF	90		
1732	NFS334	CONTEMP NUTR	CT 3		06:00 pm - 08:40 pm M	BULG W	STAFF	90		
1740	NFS389	FOOD PROCESSING	3		06:00 pm - 08:40 pm T	CAUD 219	STAFF	40		

### PERFORMING ARTS

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CALL NO.	CATALOG NUMBER	COURSE TITLE	CR. HR.	NOTE OR PREREQUISITE	MEETING	BLDG.	INSTRUCTOR	OPEN QUOTA	RESRV QUOTA	RESRV OPTION
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## PERFORMING ARTS

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1701	MUS206	JAZZ ROCK FOUND	D CA 3	ONLY ONE OF THE FOLLOWING (MUS206, MUS208) MAY BE USED FOR CORE ARTS CREDIT	06:00 pm - 08:40 pm W	ROCK 124	Mancuso,C	75		
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## PHILOSOPHY & RELIGIOUS STUDIES

2296	PHI323	MORAL ISSUES	CH 3	COMPLETION OF ENG102 REQ. AND JR/SR OR ONE COURSE IN PHI.	06:00 pm - 08:40 pm M	ROCK 202	Abbarno,J	40		
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## PHYSICS

1769	PHY108	GEN PHYSICS II	CM 3	PHY107 ALGEBRA-BASED WITH LAB; NOT OPEN TO MAJORS	05:55 pm - 07:40 pm T 05:55 pm - 07:40 pm R	SCIE 220 SCIE 220	Beery,D Beery,D	23		
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## POLITICAL SCIENCE

1781	PSC101	INTRO GOVT&POL	CS 3		06:00 pm - 08:40 pm R	BULG W002	Neal,A	60		
2515	PSC101	INTRO GOVT&POL	CS 3		06:00 pm - 08:40 pm T	CLAS B321	Raoof,A	31		
2511	PSC218W	AFR AM POL CULT	D CS 3		06:00 pm - 08:40 pm T	CLAS B309	Neal,A	42		
1789	PSC325	POL OF WELFARE	3		06:00 pm - 08:40 pm R	CLAS B220	Desal,R	31		

## SOCIAL WORK

ANY STUDENT WHO IS REGISTERED FOR A COURSE MUST ATTEND THE FIRST CLASS MEETING. FAILURE TO DO SO MAY PERMIT THE INSTRUCTOR TO OPEN THE SPACE TO ANOTHER STUDENT. THE NON-ATTENDING STUDENT MUST WITHDRAW ON OR BEFORE THE WITHDRAWAL DEADLINE TO AVOID RECEIVING AN "E" GRADE FOR THE COURSE.

1959	SWK220	INTRO SOC WRK	CT 3		06:00 pm - 08:40 pm W	CLAS C313	Yogtba,J	25	10	MAJORS
1960	SWK307	HM BHV SOC ENVI	3	BIO101 OR CONCURRENT	06:00 pm - 08:40 pm T	SCIE 311	STAFF		30	MAJORS
1963	SWK308	H BHV SOC ENVII	3	SWK307	06:00 pm - 08:40 pm M	CLAS A212	STAFF		30	MAJORS
1966	SWK317	SOC WK RESEARCH	3	JR OR SR STANDING	06:00 pm - 08:40 pm W	CLAS B321	Aviles,C		25	MAJORS
1968	SWK319	DYNAM OF POVRTY	D CT 3		06:00 pm - 08:40 pm W	CLAS C122	STAFF	25	10	MAJORS
1972	SWK320	SOC SRVS ORGS	3	SWK220	06:00 pm - 08:40 pm T	CLAS C116	STAFF		30	MAJORS
1979	SWK422	WINTER METHODS I	3	SWK220,307 ENG101,102	06:00 pm - 08:40 pm R	CLAS B320	Yogtba,J	22		MAJORS
1983	SWK424	WINTER METH III	3	SWK423 ENG101,102	06:00 pm - 08:40 pm M	CLAS B220	Yasgur,A	22		MAJORS
1984	SWK424	WINTER METH III	3	SWK423 ENG101,102	06:00 pm - 08:40 pm R	CLAS B319	STAFF	22		MAJORS
1989	SWK494	FIELD INSTRUCT	6	SWK493	06:00 pm - 07:30 pm T	CLAS B319	STAFF		12	MAJORS
1990	SWK494	FIELD INSTRUCT	6	SWK493	06:00 pm - 07:30 pm T	CLAS B220	Yasgur,A		13	MAJORS
1991	SWK494	FIELD INSTRUCT	6	SWK493	06:00 pm - 07:30 pm T	CLAS A212	Mahler,R		13	MAJORS
1992	SWK494	FIELD INSTRUCT	6	SWK493	06:00 pm - 07:30 pm T	CLAS B320	Davis,E		13	MAJORS

## SOCIOLOGY

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1888	SOC310	SOC OF SEX ROLE	D CS 3	SOC100	06:00 pm - 08:40 pm R	CLAS C313	STAFF	40		
1892	SOC330	SOCIAL PSYCHOL	CS 3	SOC100	06:00 pm - 08:40 pm M	CLAS B118	Zhang,J	60		
1896	SOC361	INDUSTRIAL SOC	3	SOC100	06:00 pm - 08:40 pm W	CLAS B320	Welborn,G	25		
1903	SOC390	JUVENILE DELNQY	3	SOC100	06:00 pm - 08:40 pm T	CLAS B118	McCorry,T	60		

## TECHNOLOGY

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CALL NO.	CATALOG NUMBER	COURSE TITLE	CR. HR.	NOTE OR PREREQUISITE	MEETING	BLDG.	INSTRUCTOR	OPEN QUOTA	RESRV QUOTA	RESRV OPTION
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## TECHNOLOGY

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1394	ENT300	ANALYTICAL METH	3	MAT126	06:00 pm - 07:15 pm T 06:00 pm - 07:15 pm R	UPTO 222 UPTO 222	Andre,S Andre,S	30		
1397	ENT303	KINEMATICS	3	ENT302	07:20 pm - 09:35 pm T 07:20 pm - 09:35 pm R	UPTO 401 UPTO 401	Gellin,S Gellin,S	24		
1401	ENT332	EL CIRC&DEV II	3	ENT331	07:25 pm - 09:40 pm T 07:25 pm - 09:40 pm R	UPTO 219 UPTO 219	Grinberg,I Grinberg,I	24		
1403	ENT342	NETWORKS	3	ENT331	07:25 pm - 09:40 pm M 07:25 pm - 09:40 pm W	UPTO 219 UPTO 219	Barker,D Barker,D	30		
1404	ENT352	ELN CIRC DES II	3	ENT351	07:20 pm - 09:40 pm M 07:20 pm - 09:40 pm W	UPTO 222 UPTO 222	Goldberg,S Goldberg,S	24		
1406	ENT422W	MACHINE DES II	3	ENT421	07:20 pm - 09:35 pm M 07:20 pm - 09:35 pm W	UPTO 243 UPTO 243	Kukulka,D Kukulka,D	24		
1408	ENT441	E&M FIELDS/WAVE	3	ENT300,ENT332	07:25 pm - 09:40 pm T 07:25 pm - 09:40 pm R	UPTO 506 UPTO 506	Andre,S Andre,S	16		
1494	FTT150	INTRO FASH MERCH	CT 3		06:00 pm - 08:00 pm TR	BULG S	Dudkowski,R	75		
1852	SAF305	FUND OF SAFETY	CT 3		09:00 am - 11:40 am S	UPTO 505	Miller,D	35		
1855	SAF320	PRODUCT SAFETY	3		06:00 pm - 08:40 pm W	UPTO 505	Shea,J	35		
1857	SAF333	OCCUPAT SAFETY	3		06:00 pm - 08:40 pm R	UPTO 303	Stutz,A	35		
1858	SAF340	COMMUNITY SAF	3		06:00 pm - 08:40 pm M	UPTO 505	McCarthy,J	35		
2855	TEC101	TECH DRAWING	3	SEE NOTE 15; CODE M	07:20 pm - 08:10 pm TR 08:20 pm - 09:40 pm TR 07:20 pm - 08:10 pm TR 08:20 pm - 09:40 pm TR	UPTO 306 UPTO 306 UPTO 306 UPTO 306	STAFF STAFF STAFF STAFF	18		
2001	TEC200W	TOTL QUALTY MGT	G 3		06:00 pm - 08:40 pm T	UPTO 405	Rome,K	35		
2011	TEC323	QUALITY EXPERMT	3	TEC313	06:00 pm - 08:40 pm R	UPTO 405	Rome,K	30		
2013	TEC351	ENERGY SYSTEMS	3	MAT124, PHY107 OR CONSENT OF INST	07:25 pm - 08:15 pm TR 08:25 pm - 09:40 pm MW	UPTO 243C UPTO 243C	Guffner,G Guffner,G	24		
2018	TEC465	SAFETY MGMT	3		06:00 pm - 08:40 pm T	UPTO 505	Shea,J	35		
2551	VTE302	COURSE ORG	3		06:00 pm - 08:40 pm M	BACO 207	Schmidt-Bova,C	30		
2557	VTE404	METH TCH VT SUB	3		06:00 pm - 08:40 pm W	BACO 110	Schmidt-Bova,C	30		
2558	VTE404	METH TCH VT SUB	3	DISTANCE LEARNING CLASS OFF CAMPUS ELLICOTVILLE BOCES CALL 878-6910 INFO	07:00 pm - 09:40 pm T	OFC	Robinson,P	15		
2559	VTE404	METH TCH VT SUB	3	DISTANCE LEARNING CLASS OFF CAMPUS BELMONT BOCES	07:00 pm - 09:40 pm T	OFC	Robinson,P	15		
2560	VTE404	METH TCH VT SUB	3	DISTANCE LEARNING CLASS OFF CAMPUS OLEAN	07:00 pm - 09:40 pm T	OFC	Robinson,P	15		
2561	VTE404	METH TCH VT SUB	3	DISTANCE LEARNING CLASS OFF CAMPUS LOGUIDICE BOCES	07:00 pm - 09:40 pm T	OFC	Robinson,P	15		
2562	VTE413	STUD TCHG VTE	6	PREREQUISITE 18 VTE CREDITS STUDENT TEACHING DURING DAY-CALL 878-4717 FOR INFO	06:00 pm - 08:40 pm W	BACO 204	Bova,E	8	INST PERM	
2563	VTE415W	PROF DEV SEM	3	PREREQUISITE ENG 101,102	06:00 pm - 08:40 pm W	BACO 117	Schmidl,K	25		
2564	VTE421	OCC ED INDV NDS	3		06:00 pm - 08:40 pm T	BACO 207	Mroz,R	30		
2629	VTE499	CAREER FAIRS- GEARUP	3	PREREQUISITE VTE302 OFF SITE - FIRST MEETING ON CAMPUS CALL 878-4717 INFO	06:00 pm - 08:40 pm R	OFC	Popovich,N	30	INST PERM	



## General College Information

### Butler Library

Located across the quadrangle from the Campbell Student Union, E.H. Butler Library, with its signature Butler Ice Fountain in front of the building, provides a pleasant traditional and high tech place to study. The library has more than 470,000 books, 900,000 microforms and 20,000 audiovisual items. It subscribes to nearly 2000 periodicals. It also offers a large collection of electronic resources available 24 hours a day, seven days a week from computers in the library, anywhere on campus, or anywhere else that Buffalo State students might be. Start by connecting to the library home page at [www.buffalostate.edu/~library](http://www.buffalostate.edu/~library) on the World Wide Web. The online library catalog, called SHERLOCK, general information about the library including library hours and descriptions of library services and resources, and links to useful information sources selected by knowledgeable librarians are offered from the home page. Authorized Buffalo State students, faculty and staff have access to proprietary databases including indexes and full-text periodical databases.

The Reference Services Department provides librarians to assist with research projects and will help patrons identify and use appropriate books, media, online information and other area resources. Student proctors in the Reference Room assist students with using the computers for email, accessing student records, and using standard computer applications such as word processing and spreadsheets. The Media Services Department provides multimedia self-instructional facilities with fully configured PC and Macintosh workstations and staff to help use the resources. Archives and Special Collections contain information about Buffalo State, student organizations and special collections such as the Courier-Express Library and the Tom Fontana Collections. The Curriculum laboratory contains a wealth of material at the elementary and secondary level for teacher education students. Signature Café offers gourmet coffees, teas and pastries in the Lobby where students can view campus exhibits or study at tables under real trees. There is also a small vending area for quick refreshments.

#### Regular Library Hours

8:00 am - 11:00 pm, Monday - Thursday  
8:00 am - 9:00 pm, Friday  
10:00 am - 5:00 pm, Saturday  
11:00 am - 7:00 pm, Sunday

Contact SUNYCard for more information at Butler Library Circulation Services 878-3416.

### Buffalo State Bookstore

The Buffalo State Bookstore, a service of Barnes and Noble, is located in the basement of the Student Union. The store carries books and educational materials for course-related use and other merchandise to meet the casual needs of the college community. Included in the wide range of merchandise are new and used textbooks, general books, bargain books, art, school and office supplies, emblematic merchandise, greeting cards, gifts, sundries

and computer software and supplies. The store accepts cash, personal checks, MasterCard, Discover, American Express and Visa. Personal charge accounts are not available. *If you are unable to pick-up your textbooks during store hours, arrangements can be made to have them sent UPS at an additional charge.*

#### Regular hours of operation are:

Mon - Thurs ..... 8:30 a.m.-6:30 p.m.  
Friday ..... 8:30 a.m.-3:30 p.m.  
Saturday ..... 11 a.m.-2:30 p.m.  
(Closed Saturdays when classes are not in session Monday or Friday.)

#### Buffalo State Bookstore Extended Hours Spring Semester 2001

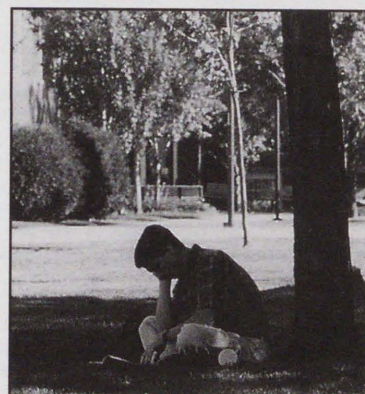
Monday, January 15 ..... 9:00 a.m. - 4:00 p.m.  
Tuesday, January 16 ..... 9:00 a.m. - 4:00 p.m.  
Wednesday, January 17 ..... 8:30 a.m. - 6:30 p.m.  
Thursday, January 18 ..... 8:30 a.m. - 6:30 p.m.  
Friday, January 19 ..... 8:30 a.m. - 4:30 p.m.  
Saturday, January 20 ..... CLOSED  
Sunday, January 21 ..... 12N - 4:00 p.m.

Monday, January 22 ..... 8:30 a.m. - 8:00 p.m.  
Tuesday, January 23 ..... 8:30 a.m. - 8:00 p.m.  
Wednesday, January 24 ..... 8:30 a.m. - 8:30 p.m.  
Thursday, January 25 ..... 8:30 a.m. - 8:00 p.m.  
Friday, January 26 ..... 8:30 a.m. - 4:30 p.m.  
Saturday, January 27 ..... 11:00 a.m. - 2:30 p.m.  
Sunday, January 28 ..... CLOSED

Monday, January 29 ..... 8:30 a.m. - 7:00 p.m.  
Tuesday, January 30 ..... 8:30 a.m. - 7:00 p.m.  
Wednesday, January 31 ..... 8:30 a.m. - 7:00 p.m.  
Thursday, February 1 ..... 8:30 a.m. - 7:00 p.m.  
Friday, February 2 ..... 8:30 a.m. - 3:30 p.m.  
Saturday, February 3 ..... 11:00 a.m. - 2:30 p.m.  
Sunday, February 4 ..... CLOSED

### Culture

The college's Performing Arts Center brings an exciting variety of programs and events to Rockwell Hall's beautifully refurbished and acoustically acclaimed auditorium. Also located in Rockwell Hall, the Burchfield-Penney Art Center is fast becoming a national showcase for American art. The Upton Hall Gallery highlights the artistry of faculty and students, and Casting Hall,



the college's award-winning theater group, sponsors major productions each semester. Buffalo State's Ferguson Planetarium makes presentations to groups of up to 60 people. Campus music and dance groups perform at frequent evening events.

### Campus Dining

#### • Campbell Student Union

Dining choices and schedules are extensive in the Student Union. During daytime hours, the Union offers several options in its lower level, including a Taco Bell Express, a pizza shop and a take-out window for baked goods, soups, etc. Evening students, however, will visit the Union's Plaza, Buffalo State's main dining venue. There, they will find a broad array of dining opportunities. These include cafeteria-style hot entrees, prepared-to-order grill items, soups, subs, baked goods, gourmet coffees, etc. Evening hours in the Cookery are to 11:00 pm Monday through Friday.

### Declining Balance Accounts

All Buffalo State students can get a dining service account conveniently tied into their SUNY Card. Campus Dining accounts help save money, time and parking spaces. Accepted at all dining locations, declining balance is like cash—only better because you save the 8% state tax versus paying with cash. Since student dining accounts are tax exempt! Declining balance works like a bank checking account. Every time a student makes a purchase, a cashier swipes the unique magnetic strip on the back of the SUNY Card accessing the main account terminal. The dollar amount is subtracted from the total existing account dollars, thus making the balance decline. After getting a SUNY Card from E.H. Butler Library, a student can go to two locations to activate the dining account. Dining Services in Campus House runs the computer system and is the primary resource for asking questions about your account—ext 5211. Accepts VISA/Mastercard and personal checks.





## Trial Schedule

MON. (M)	TUES. (T)	WED. (W)	THURS. (R)	FRI. (F)	SAT. (S)
7:00 - 7:50		7:00 - 7:50		7:00 - 7:50	
8:00 - 8:50	8:00 - 9:15	8:00 - 8:50	8:00 - 9:15	8:00 - 8:50	
9:00 - 9:50		9:00 - 9:50		9:00 - 9:50	9:00 - 11:40
	9:25 - 10:40		9:25 - 10:40		
10:00 - 10:50		10:00 - 10:50		10:00 - 10:50	
	10:50 - 12:05		10:50 - 12:05		
11:00 - 11:50		11:00 - 11:50		11:00 - 11:50	
	12:00 - 12:50		12:00 - 12:50		
12:00 - 12:50	12:15 - 1:30 BENGAL PAUSE	12:00 - 12:50	12:15 - 1:30 BENGAL PAUSE	12:00 - 12:50	
1:00 - 1:50		1:00 - 1:50		1:00 - 1:50	
	1:40 - 2:55		1:40 - 2:55		
2:00 - 2:50		2:00 - 2:50		2:00 - 2:50	
	3:05 - 4:20		3:05 - 4:20		
3:00 - 4:15		3:00 - 4:15		NO CLASSES HELD FRIDAY AFTER 2:50	
4:30 - 5:45	4:30 - 5:45	4:30 - 5:45	4:30 - 5:45		
6:00 - 7:15	6:00 - 7:15	6:00 - 7:15	6:00 - 7:15		
7:25 - 8:40	7:25 - 8:40	7:25 - 8:40	7:25 - 8:40		
8:50 - 10:05	8:50 - 10:05	8:50 - 10:05	8:50 - 10:05		

**WEEK-END  
COURSE  
DESCRIPTION:**

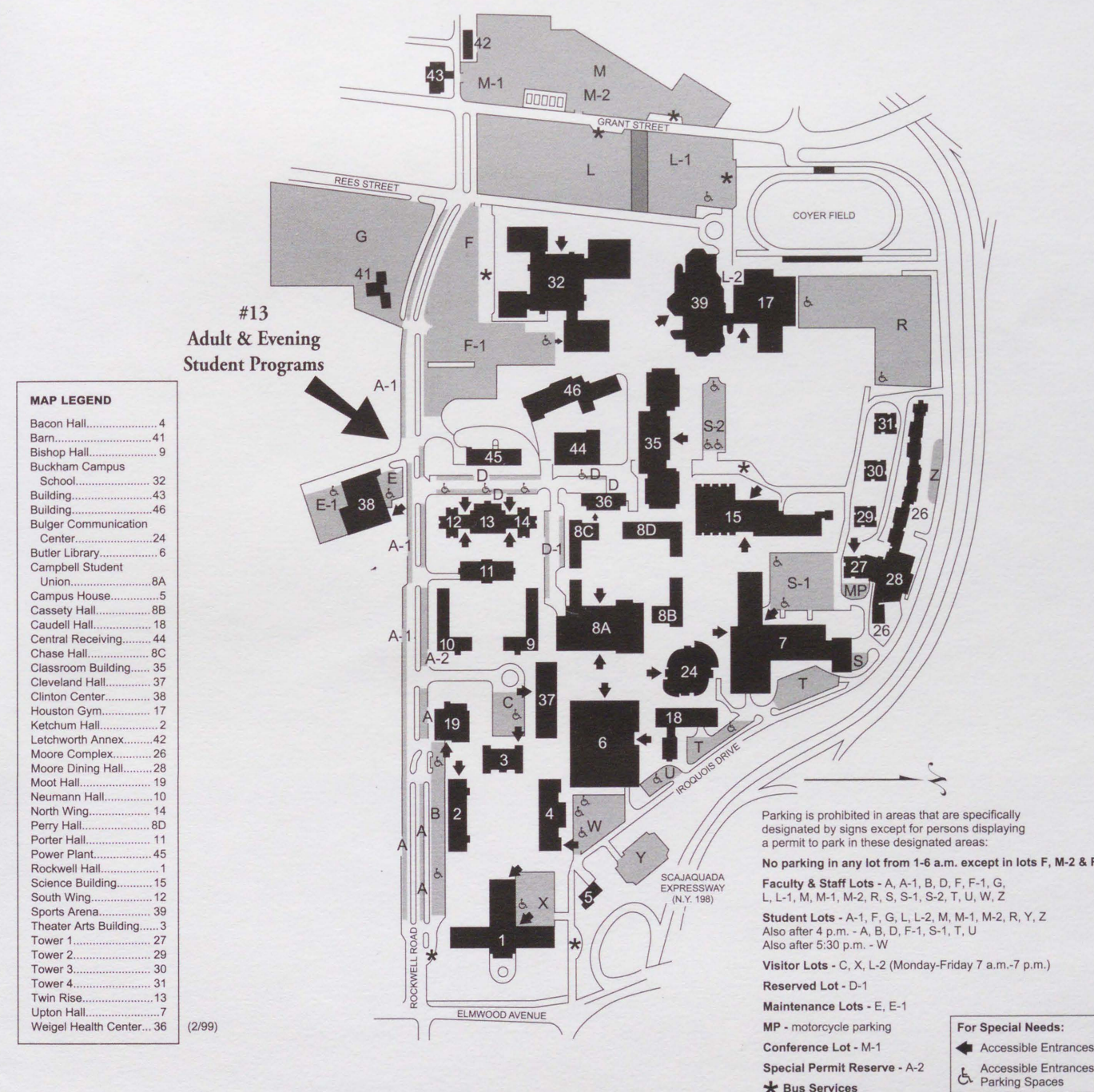
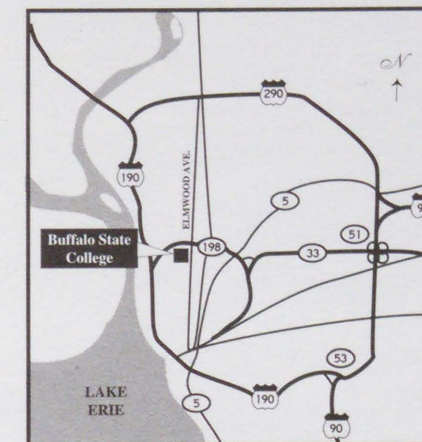
Meets Saturday  
and Sunday (SX)  
8:30 - 4:30  
once a month,  
for three months  
(allows one  
hour for  
lunch).

## How to Reach Buffalo State

The college is easily accessible via highways leading in and out of Buffalo. Entrances to the campus are on Elmwood Avenue and Grant Street.

If you are arriving via the New York State Thruway (Interstate 90), take Exit 51 (N.Y. 33 West) to N.Y. 198 West (the Scajaquada Expressway). Exit at Elmwood Avenue South. The college will be to your immediate right. Turn right on Rockwell Road to get to Twin Rise and the Adult and Evening Student Programs Office.

From Canada and the Peace Bridge, take I-190 North to (Niagara Falls) take 190 South (over the Grand Island Bridge) to 198 East to either Grant Street or Elmwood Avenue.





Buffalo State  
*State University of New York*

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ADULT & EVENING  
STUDENT PROGRAMS

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Evening  
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Undergraduate  
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Spring 2001

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Buffalo State

*State University of New York*

Adult & Evening Student Programs  
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