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# Directory

All telephone numbers begin with (718) 951- unless otherwise noted.

Department	Tel#	Room	Department	Tel#	Room
Accounting— <i>See Economics</i>			Mathematics	5246	1156N
Africana Studies	5597	3105J	Modern Languages and Literatures	5451	4239B
American Studies	5655	415A	Music	5286	422A
Anthropology and Archaeology	5507	3307J	Graduate	5954	423A
Art	5181	5306B	Philosophy	5311	3308B
Graduate	5181	5312B	Physical Education and Exer. Science	5514	107R/428WQ
Biology	5396	200NE	Graduate	5514	109R
Business— <i>See Economics</i>			Physics	5418	3438N
Chemistry	5458	359NE	Political Science	5306	3413J
Children's Studies Program	3192	3602J	Psychology	5601	5315J
Classics	5191	2408B	Graduate	5601, 5619	4414J
Communications	2791	304A	Puerto Rican and Latino Studies	5561	1205B
Comparative Literature— <i>See English</i>			SEEK	5738	2208B
Computer and Information Science	5657	2109N	Social Studies (Graduate only)	5306	3413J
Dance— <i>See Physical Education and Exercise Science</i>			Sociology	5314	3612J
Economics	5317	218A	Speech Communication		
Education			Arts and Sciences	5225	3439B
Adolescence, Graduate	4800	2307J	Television and Radio	5555	304A
Adolescence, Undergraduate	5325	2307J	Theater	5666	317A
Art Education	5780	2206J	Women's Studies	5476	1207NE
Bilingual Education	5028	3302J	<b>Special Programs</b>		
Childhood, Graduate	5447	2105J	Honors Academy	4114	2231B
Childhood, Undergraduate	4352	2105J	Performance and Interactive Media		
Early Childhood	5205	2309J	Arts (PIMA)	3203	376G
Educational Leadership	5213	2205J	Religion	5306	3413J
Math Ed, Mid Childhood/Adol	3113	2608J	<b>Administrative Offices</b>		
School Counseling	5938	2401J	Center for Academic Advisement		
School Psychology	5876	1205J	and Student Success (Undergraduate)	5471	3207B
Special Education	5995	1107J	Admissions	5001	1103J/102WQ
Teacher Academy	1716	2414J	Bursar	5200	1155B/102WQ
Teaching Fellows	4800	2307J	Career Development and Internships	5696	1305J
English	5195	2308B	Continuing Education	4141	1439N
Graduate	5197	2316B	Coordinator—Graduate Studies	5252	3232B
Environmental Studies	4159	141NE	Dean of Graduate Studies	5252	3238B
Film	5664	201F	Dean of Student Affairs	5352	2113B
General Science	5061	2606J	Dean of Undergraduate Studies	5771	3208B
Geology	5416	3131N	Enrollment Services Center (ESC)	758-8150	0100B/102WQ
Health and Nutrition Sciences	5026	4123N	Financial Aid	5051	1304J/102WQ
Graduate	5553	4110N	Health Programs/Immunization	4505	0710J
History	5303	523A	Personal Counseling	5363	0203J
Interdisciplinary Studies	5771	3208B	Registrar	5441	1108B/102WQ
Judaic Studies	5229	3111J	Residency	5729	1104bJ
Liberal Studies (Graduate only)	5281	4161B	Students with Disabilities	5538	138R
Linguistics	5195	2308B	Testing	5916	245F
			Veterans' Affairs	5105	0303J

Several offices are relocating to the new West Quad Building. In those cases, both rooms are listed.

The WQ rooms are in the new building. Visit our website for updated information: <https://portal.brooklyn.edu>.

## Building Designations

A Whitehead Hall	F West End Building (W.E.B.)	NE Ingersoll Hall Extension
B Boylan Hall	G Gershwin Hall	R Roosevelt Hall
D Dock Area between Whitman Hall and Gershwin Hall	J James Hall	RE Roosevelt Hall Extension
	L Brooklyn College Library	W Whitman Hall
	N Ingersoll Hall	WQ West Quad Building

*Calendar of Class Meetings*      Fall 2009

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
August	30	31				28	29
September	NC 13 NC 27	CC 14 21 NC	1 8 15 22 29*	2 9 16 23 30	3 10 17 24	4 11 NC 25	NC 12 NC 26
October	4 11 18 25	5 CC 19 26	6 13 20 27	7 14** 21 28	8 15 22 29	9 16 23 30	1 10 17 24 31
November	1 8 15 22 CC	2 9 16 23 30	3 10 17 24	4 11 18 25	5 12 19 CC	6 13 20 CC	7 14 21 CC
December	6 13 X	7 R X	1 8 X 22	2 9 X 23	3 10 X CC	4 11 X CC	5 12 X

Final Examinations (dates subject to change):

Day/Evening: December 15–18, 21

Graduate: Date determined by department.

Weekend: December 19, 20

Key

CC College Closed

NC No Classes

\* *Tuesday, September 29:* Conversion Day—Monday classes. There are no Tuesday classes that week.

\*\* *Wednesday, October 14:* (Conversion Day—Monday classes. There are no Wednesday classes that week.

R *Monday, December 14:* Reading Day

X Undergraduate Final Exams; Last Graduate Class

*Check the portal for the latest information and updates:  
<https://portal.brooklyn.edu>*

## Calendar of Special Dates      Fall 2009

Registration begins for continuing undergraduate and all graduate students	Tuesday, May 5
<i>Presidential Convocation and Orientation</i> for new undergraduate and transfer students, 9 a.m.	Tuesday, August 25
<i>New Graduate Students Orientation:</i> Student Center, 5–8:30 p.m.	Wednesday, August 26
<i>First day of weekday classes</i> (An \$18 change-of-program fee applies to all add transactions starting on this date.)	Friday, August 28
<i>Graduate students:</i> First day to file for Absentee, Language, and Comprehensive Examinations	Friday, August 28
<i>First day of weekend classes</i>	Saturday, August 29
<i>Undergraduate students:</i> First day to file an Elective Pass/Fail application	Monday, August 31
<i>Last day to add a course by Web</i> To add a course from September 4 to 17, the instructor and department must approve the Late-Add form.	Thursday, September 3
No Classes	Saturday–Sunday, September 5–6
Labor Day— <i>College Closed</i>	Monday, September 7
<i>Undergraduate students:</i> Last day to file Elective Pass/Fail applications	Thursday, September 10
Evening Common Hour**	Monday, September 14
<i>Last day to drop a course without a grade*</i>	Thursday, September 17
<i>Last day to late-add a course</i> with instructor and department approval and make payment for all courses	Thursday, September 17
<i>Graduate students:</i> Last day to file Pass/Fail application for LIBST 782	Thursday, September 17
<i>Last day to file a thesis title</i> for February 2010 master's degree	Thursday, September 17
<i>Undergraduate students:</i> Deadline to file for spring/summer 2009 ABS grades	Thursday, September 17
First day to apply for W grade*	Friday, September 18
No Classes	Friday–Sunday, September 18–September 20
<i>Graduate students:</i> Last day to file for Absentee, Language, and Comprehensive Examinations	Monday, September 21
<i>Deadline for submitting immunization requirements:</i> Immunization-delinquent students are barred from attending classes and will receive a WA grade for immunization noncompliance.	Friday, September 25
No Classes	Monday, September 28
Conversion Day: Classes follow a Monday schedule	Tuesday, September 29
Evening Common Hour**	Tuesday, October 6
Columbus Day— <i>College Closed</i>	Monday, October 12

\*When you *drop* a course, it will not appear on your transcript. When you *withdraw* from a course, a grade of W will appear on your transcript. A W grade does not count in your academic index.

\*\* Common Hours: Community-building activities and programs are encouraged. Students who are not scheduled for classes may visit the Brooklyn College Student Center. DAY Common Hours are Tuesdays and Thursdays, 12:15–2:15 p.m. On Common Hour evenings, EVE classes scheduled in the regular twice-a-week pattern will be shortened to fifty minutes.

## Calendar of Special Dates      Fall 2009

Conversion Day: Classes follow a Monday schedule	Wednesday, October 14
<i>Last day to file</i> for Maintenance of Matriculation for fall 2009	Wednesday, October 14
<i>Undergraduate students:</i> Last day to declare/change major	Thursday, October 15
<i>Last day to file</i> for fall 2009 graduation	Thursday, October 15
<i>Fall graduation date: February 1, 2010</i>	
Black Solidarity Day—No special events	Monday, November 2
<i>Graduate students:</i> Comprehensive exams; LAST Exams (Sabbath observers)	Thursday, November 5
Financial aid recipients who totally withdraw before this date may incur repayment liability	Friday, November 6
<i>Graduate students:</i> Comprehensive exams; LAST Exams	Saturday, November 7
Evening Common Hour**	Wednesday, November 11
<i>Last day to apply</i> for withdrawal (i.e., W grade) from courses*	Wednesday, November 11
Comprehensive Examinations for Department of Psychology	Wednesday–Thursday, November 11–12
<i>Undergraduate students:</i> Last day to clear spring/summer 2009 INC/ABS grades	Thursday, November 12
Thanksgiving recess— <i>College Closed</i>	Thursday–Sunday, November 26–29
Evening Common Hour**	Thursday, December 3
<i>Graduate students:</i> Language Examinations	Wednesday, December 9
<i>Graduate students:</i> Last day to clear spring/summer 2009 ABS grades	Thursday, December 10
<i>Graduate students:</i> Last day to clear fall 2008 INC grades	Thursday, December 10
<i>Last day of weekday classes</i>	Friday, December 11
Reading Day	Monday, December 14
<i>Last day to file</i> for Residency (Note: <i>Residency documentation must be dated twelve months prior to August 28, 2009. See page 25 for further information.</i> )	Monday, December 14
<i>Final Examinations</i>	Tuesday–Monday, December 15–21
<i>Graduate students:</i> Last day to file copies of approved thesis for February 2010 master's degree	Monday, January 4

\*When you *drop* a course, it will not appear on your transcript. When you *withdraw* from a course, a grade of W will appear on your transcript.

A W grade does not count in your academic index.

\*\*Common Hours: Community-building activities and programs are encouraged. Students who are not scheduled for classes may visit the Brooklyn College Student Center. DAY Common Hours are Tuesdays and Thursdays, 12:15–2:15 p.m. On Common Hour evenings, EVE classes scheduled in the regular twice-a-week pattern will be shortened to fifty minutes.

## *Intersession 2010 Calendar*

Brooklyn College intersession courses are designated with a JAN at the beginning of the section code. These courses will run January 4 through 22 unless otherwise noted. Intersession is a separate session of courses; tuition and/or fees are separate from courses taken in fall 2009. As such, the tuition and credit limits will be in addition to those courses registered for fall 2009. Students will be allowed to take a maximum of two courses or 6 credits.

### **Registration for intersession 2010 begins Tuesday, November 3, 2009.**

Register online at <https://portal.brooklyn.edu> (click on *WebSIMS*) seven days a week, 7:30 a.m.–11:30 p.m. Select semester fall 2009.

January 4	Monday	First day of classes
January 5	Tuesday	Last day to add a course online
January 6–7	Wednesday–Thursday	Late-add period with instructor and department approval on late-add forms
January 7	Thursday	Last day to file a Pass/Fail Application
January 7	Thursday	Last day to drop a course without a grade
January 8	Friday	First day to apply for a W grade
January 18	Monday	College closed – Martin Luther King Jr. Day
January 19	Tuesday	Last day to apply for nonpenalty withdrawal (i.e., W grade) from courses
January 21	Thursday	Last day of classes
January 22	Friday	Final Examinations

Register	Payment Due	Cancellation date
November 2–December 12	December 12	December 16
December 13–January 5	Upon registration	See below*

#### Student Tuition Liability

Drop courses before January 4	100% refund
Drop courses January 4–5	50% refund
Drop courses January 6–7	25% refund
Drop courses on or after January 8	0% refund

\*Students who register after December 12 must make payment at the time of registration. Failure to pay tuition and fees will result in the cancellation of your classes.

### 3-Hour Classes

Monday	Tuesday	Wednesday	Thursday	Friday
8:00–9:15 MW8 8:00/8:15–10:45 M8 8:25–9:15 MC8	8:00–9:15 TR8/TF8 8:00/8:15–10:45 T8 8:25–9:15 TC8	8:00–9:15 MW8 8:00/8:15–10:45 W8 8:25–9:15 MC8	8:00–9:15 TR8 8:00/8:15–10:45 R8 8:25–9:15 TC8	8:00/8:15–10:45 F8 8:00–9:15 TF8 8:25–9:15 MC8/TC8
9:30–10:45 MW9 9:55–10:45 MC9	9:30–10:45 TR9/TF9 9:55–10:45 TC9	9:30–10:45 MW9 9:55–10:45 MC9	9:30–10:45 TR9 9:55–10:45 TC9	9:30–12/12:15 F9 9:30–10:45 TF9 9:55–10:45 MC9/TC9
11:00–12:15 MW11 11:00–11:50 MC11	11:00–12:15 TR11/TF11 11:00–11:50 TC11	11:00–12:15 MW11 11:00–11:50 MC11	11:00–12:15 TR11 11:00–11:50 TC11	11:00–1:30/1:45 F11 11:00–12:15 TF11 11:00–11:50 MC11/TC11
12:50–2:05 MW12 12:50/1:00–3:30 M12 12:50–1:40 MC12	12:15–2:15 Common Hours	12:50–2:05 MW12 12:50/1:00–3:30 W12 12:50–1:40 MC12	12:50/1:00–3:30 R12 12:15–2:15 Flexible Common Hours	12:30–3:00/3:15 F12 12:50–1:40 MC12
2:15–3:30 MW2 2:15–3:05 MC2	2:15–3:30 TR2 2:15–3:05 TC2	2:15–3:30 MW2 2:15–3:05 MC2	2:15–3:30 TR2 2:15–3:05 TC2	2:00–4:30/4:45 F2 2:15–3:05 MC2/TC2
3:40–4:55 MW3 3:40–6:10/6:25 M3 3:40–4:30 MC3	3:40–4:55 TR3 3:40–6:10/6:25 T3 3:40–4:30 TC3	3:40–4:55 MW3 3:40–6:10/6:25 W3 3:40–4:30 MC3	3:40–4:55 TR3 3:40–6:10/6:25 R3 3:40–4:30 TC3	3:40–6:10/6:25 F3 3:40–4:30 MC3/TC3
5:05–6:20 MW5 5:05–7:35/7:50 M5	5:05–6:20 TR5 5:05–7:35/7:50 T5	5:05–6:20 MW5 5:05–7:35/7:50 W5	5:05–6:20 TR5 5:05–7:35/7:50 R5	5:05–7:35/7:50 F5
6:30–7:45 EMW6 6:05–8:35/8:50 M6 6:30–9:00/9:15 EM6	6:30–7:45 ETR6 6:05–8:35/8:50 T6 6:30–9:00/9:15 ET6	6:30–7:45 EMW6 6:05–8:35/8:50 W6 6:30–9:00/9:15 EW6	6:30–7:45 ETR6 6:05–8:35/8:50 R6 6:30–9:00/9:15 ER6	6:30–8:35/8:50 F6 6:30–9:00/9:15 EF6
8:00–9:15 EMW8 8:00–10:30/10:45 EM8	8:00–9:15 ETR8 8:00–10:30/10:45 ET8	8:00–9:15 EMW8 8:00–10:30/10:45 EW8	8:00–9:15 ETR8 8:00–10:30/10:45 ER8	8:00–10:30/10:45 EF8

## 4-Hour Classes

Monday	Tuesday	Wednesday	Thursday	Friday
7:40–9:20 MY7 8:35/8:55–12:15 MQ8 8:00–9:15 MD8	7:40–9:20 TY7 8:35/8:55–12:15 TQ8 8:00–9:15 TD8	7:40–9:20 MY7 8:35/8:55–12:15 WQ8 8:00–9:15 MD8	7:40–9:20 TY7 8:35/8:55–12:15 RQ8 8:00–9:15 TD8	8:35/8:55–12:15 FQ8 8:25–9:15 MD8/TD8
9:05–10:45 MY9 9:30–12:50/1:10 MQ9 9:30–10:45 MD9	9:05–10:45 TY9 9:30–10:45 TD9	9:05–10:45 MY9 9:30–12:50/1:10 WQ9 9:30–10:45 MD9	9:05–10:45 TY9 9:30–12:50/1:10 RQ9 9:30–10:45 TD9	9:30–12:50/1:10 FQ9 9:55–10:45 MD9/TD9
11:00–12:40 MY11	11:00–12:15 TY11	11:00–12:40 MY11	11:00–1:05 TY11	
12:25–2:05 MY12 12:50–2:05 MD12	12:15–2:15 Common Hours	12:25–2:05 MY12 12:50–2:05 MD12	12:15–2:15 Flexible Common Hours	12:30/12:50–4:00 FQ12 1:15/1:35–4:55 FQ1 12:50–1:40 MD12
2:15–3:55 MY2 2:15–5:35/5:55 MQ2 2:15–3:30 MD2	2:15–3:30 TY2 2:15–5:35/5:55 TQ2 2:15–3:30 TD2	2:15–3:55 MY2 2:15–5:35/5:55 WQ2 2:15–3:30 MD2	1:25–3:30 TY2 2:15–5:35/5:55 RQ2 2:15–3:30 TD2	2:15–5:35/5:55 FQ2 2:15–3:05 MD2/TD2
3:40–5:20 MY3 3:40–7/7:20 MQ3 3:40–4:55 MD3	3:40–5:20 TY3 3:40–7/7:20 TQ3 3:40–4:55 TD3	3:40–5:20 MY3 3:40–7/7:20 WQ3 3:40–4:55 MD3	3:40–5:20 TY3 3:40–7/7:20 RQ3 3:40–4:55 TD3	3:40–7/7:20 FQ3 3:40–4:30 MD3/TD3
4:15–5:55 MY4	4:15–5:55 TY4	4:15–5:55 MY4	4:15–5:55 TY4	
5:05–8:25/8:45 MQ5	5:05–8:25/8:45 TQ5	5:05–8:25/8:45 WQ5	5:05–8:25/8:45 RQ5	5:05–8:25/8:45 FQ5
6:05–7:45 EMY6 6:05–9:25/9:45 MQ6 6:30–9:50/10:10 EMQ6	6:05–7:45 ETY6 6:05–9:25/9:45 TQ6 6:30–9:50/10:10 ETQ6	6:05–7:45 EMY6 6:05–9:25/9:45 WQ6 6:30–9:50/10:10 EWQ6	6:05–7:45 ETY6 6:05–9:25/9:45 RQ6 6:30–9:50/10:10 ERQ6	6:05–9:25/9:45 FQ6 6:30–9:50/10:10 EFQ6
8:00–9:40 EMY8	8:00–9:40 ETY8	8:00–9:40 EMY8	8:00–9:40 ETY8	

## *Undergraduate Final Examination Schedule*    Fall 2009

Final examinations for the fall 2009 semester will be held from Tuesday, December 15, through Monday, December 21. Final examinations have been scheduled based on uniform examinations (in the bold print below) and the section of the course. A copy of the complete undergraduate final examination schedule appears in the table below. **Conflict examinations will not be scheduled; therefore, programs with courses whose final examinations are held at the same time should not be requested.**

*Weekend Classes:* Final examinations will be held on Saturday and Sunday, December 19 and 20. Examinations will be held at the regular class meeting times and in the regular classrooms. Generally, exams will last for two hours.

Time	Tuesday December 15	Wednesday December 16	Thursday December 17	Friday December 18	Monday December 21
8:00 a.m. to 10:00 a.m.	<u>Day</u> <b>CHEM 1, 2</b> 1T9, T8, TK8, TQ8, TR8, TZ9	MK9, MQ9, MW9, MY9, W8, WQ8, WQ9, WZ9	R8, RQ8, RQ9, RZ9, TK9, TR9, TY9	<u>Day</u> <b>CC 3.22</b> F8, FQ8, TF8	M8, MK8, MQ8, MW8, MY7, MZ9
10:30 a.m. to 12:30 p.m.	<u>Day</u> <b>ENG 1</b> <b>ESL 15, 15.1</b> 1T11, T0, TF11	<u>Day</u> <b>CC 2.1, 3.12</b> <b>CIS 1.5,</b> <b>15, 22</b> MW0, MY11, WZ11	R11, RZ11, T11, TK11, TR11, TY11	<u>Day</u> <b>PSY. 1.1</b> F9, FQ9, FZ9, TF9	M0, M11, MK11, MW11, MZ11
1 p.m. to 3 p.m.	1T2, TK2, TQ2, TR2, TY2, TZ2	MK12, MW12, MY12, MZ12, W0, W12, WZ2	<u>Day</u> <b>CC 3.11</b> <b>CC 30.03</b> R0, R12	F0, F11, F12, FQ1, FQ12	M12, MQ2, MW2, MY2, MZ2
3:30 p.m. to 5:30 p.m.	<b>SEEK 0.3, 0.4,</b> <b>MATH 1.95, 1.97,</b> <b>2.9, 2.91,</b> <b>2.92, 3.3, 4.3</b> 1T5, T3, T4, TQ3, TR0, TR5, TZ3	MW3, MY3, MY4, NET1, W3, W4, WQ2, WQ3	R3, R4, R5, RQ2, RQ3, RZ3, TR3, TY3, TY4	F2, F3, FQ2	<u>Day</u> <b>CC 3.21</b> 1M3, 1M5, M3, M4, M5, MQ3, MW5, MZ3
6 p.m. to 8 p.m.	<u>Eve</u> <b>CC 3.21</b> ET6, ETQ6, ETZ6, T5, T6, TQ5, TQ6	<u>Eve</u> <b>CC 3.12</b> EMW6, EMY6 EW6, EWQ6, W6, WQ6	<u>Eve</u> <b>CC 3.11</b> ER6, ERQ6, ETR6, ETY6, R6, RQ6	EF6, F6, FQ6	<b>ACCNT 1, 14.W</b> <b>PED 23</b> EM6, EMQ6, EMZ6, M6, MQ5, MQ6
8:30 p.m. to 10:30 p.m.	ETK8, ETY8	EMW8, EMY8	ERZ8, ETR8		

## *Registration Information*

### Prerequisites

Prerequisites for most undergraduate courses and a number of graduate courses are programmed into the online registration system. Students should check the *College Bulletin* to make sure they have taken the prerequisite course(s) before they register. Students who have not taken the prerequisite course(s) may be stopped from registration.

### Permissions

Students who want to register for a class that needs permission must obtain permission from the relevant department. The department should enter the permission into the computer.

Once permission is entered into the computer, students still must register online.

Obtaining permission does not mean students have been registered for the course. Rather, it means they will not be blocked when using the registration system. Undergraduate seniors who are taking a graduate course or graduate students taking an undergraduate course should check the Contents (page 1) for pages regarding special instructions.

### Overtallies for Courses that Are Closed

During registration and late registration, an overtally must be entered into the computer by the department adviser or presented at the ESC. It is the student's responsibility to obtain an overtally slip(s) from the appropriate academic department(s). Only bona fide overtally slips signed by the instructor and/or authorized department personnel are acceptable at the ESC. Receipt of the overtally does not constitute registration. The student must register for the course online or at the ESC.

### Stops

Students who have stops on their record will receive directions online indicating the office(s) to which they must report. When the office(s) remove(s) the stop(s), they will be able to register online.

### Graduate Students

All graduate students should seek academic advisement from their program deputy or head prior to registration. For a list of names, go to [www.brooklyn.cuny.edu](http://www.brooklyn.cuny.edu), click on *Admissions* then *For Graduate Students*, then *View Graduate Programs*. Students who encounter any problem with advisement should contact the Office of the Dean of Research and Graduate Studies (x5252) or, for students in the School of Education, the Office of the Dean of the School of Education (x5214).

## Fall 2009 *Incoming Student Registration Schedule*

Registration for incoming degree-seeking first-semester freshmen, incoming transfer students, and second-semester freshmen is undergoing enhancements. These students will be notified regarding the new procedures.

## Fall 2009 *Online Registration Calendar for Continuing Undergraduate and All Graduate Students* <https://portal.brooklyn.edu>

Registration for fall 2009 begins Tuesday, May 5. Appointments are scheduled May 5 through 12. The registration system will be available through September 3 to add and drop courses. From September 4 to 17, the online system is available for drops only. Please DO NOT attempt to register prior to the appointment date; the system will deny you access. You may, however, register after your appointment time.

The WebSIMS system is available seven days a week, 7:30 a.m.–11:30 p.m.

Date	Status	Credits		
Tuesday, May 5	Upper Seniors	(105 credits or more)	&	All Graduate Students
Wednesday, May 6	Lower Seniors	(90–104.5 credits)	&	All Graduate Students
Wednesday, May 6	Upper Juniors	(75–89.5 credits)	&	All Graduate Students
Thursday, May 7	Upper Juniors	(75–89.5 credits)	&	All Graduate Students
Thursday, May 7	Lower Juniors	(60–74.9 credits)	&	All Graduate Students
Friday, May 8	Upper Sophomores	(45–59.9 credits)	&	All Graduate Students
Monday, May 11	Lower Sophomores	(30–44.9 credits)	&	All Graduate Students
Monday, May 11	Cont' Upper Freshmen	(15–29.9 credits)	&	All Graduate Students
Tuesday, May 12	Cont' Upper Freshmen	(15–29.9 credits)	&	All Graduate Students
Tuesday, May 12	Cont' Lower Freshmen	(0–14.9 credits)	&	All Graduate Students
Tuesday, May 12	Undergraduate Nondegree		&	All Graduate Students

First day of weekday classes: Friday, August 28

First day of weekend classes: Saturday, August 29

Late Registration: Friday, August 28–Wednesday, September 3

Late Registration is available online at <https://portal.brooklyn.edu>.

*Program Adjustment/Late-Registration Period  
For Continuing Undergraduate and  
All Graduate Students — August 28–September 3*

Important Note: *Fees and liabilities might incur. See the Contents (page 1) for pages regarding Tuition and Fees.*

Students who have not registered for any classes during early registration (prior to the first day of classes) may do so during Late Registration (August 28–September 3).

Late-Registration Schedule:

Friday	August 28	By Web or in person:	9 a.m.–5 p.m. in the ESC
Friday	August 28	Senior citizens in person:	10 a.m.–2 p.m. in the ESC
Monday	August 31	By Web or in person:	9 a.m.–8:30 p.m. in the ESC
Tuesday	September 1	By Web or in person:	9 a.m.–8:30 p.m. in the ESC
Wednesday	September 2	By Web or in person:	9 a.m.–8:30 p.m. in the ESC
Thursday	September 3	By Web or in person:	9 a.m.–8:30 p.m. in the ESC

*Late-Add and/or Drop Period—September 4–17*

Late adds and in-person drops may be done at the Enrollment Services Center. Continuing students may also drop courses online at <https://portal.brooklyn.edu>. Click on *WebSIMS*.

Mondays–Thursdays	9 a.m.–8:30 p.m.
Fridays	9 a.m.–5 p.m.
Saturday–Sunday	10 a.m.–3 p.m.

During this late-add period, students must obtain a late-add form via the portal or in the Enrollment Services Center. This form must be approved (signed) by the course instructor and the department chairperson and returned to the ESC, in accordance with the above schedule.

The last day to add a course late or drop a course without a grade is September 17. Absolutely no adds or drops will be allowed after September 17.

## *Withdrawal from Courses—W Grade*

A W grade will stay on a student's transcript but will not count toward the GPA. However, 100 percent financial liability will be charged.

When: September 18–November 11

Monday and Thursday	9 a.m.–6:45 p.m.
Tuesday and Wednesday	9 a.m.–8:30 p.m.
Friday	9 a.m.–3 p.m.
Saturday and Sunday	10 a.m.–3 p.m.

Where: Enrollment Services Center (in person) or  
<https://portal.brooklyn.edu> (available twenty-four hours)

### *Undergraduate Students*

Except for those students noted below, undergraduate students who wish to withdraw from any course(s) may do so in the Enrollment Services Center (ESC).

- ❖ Adviser approval is required for all undergraduate students whose registration required a counselor's signature prior to registration. SEEK and ESL students must report to their respective departments. All other students who require signatures must report to the Center for Academic Advisement and Student Success (CAASS), 3207 Boylan Hall. Students on financial aid who wish to withdraw from any courses should consult with a financial aid adviser.
- ❖ Students withdrawing from ENGLISH 1 and 2 need approval from the English Department.
- ❖ Visiting students DO NOT need approval when withdrawing from ANY COURSE.
- ❖ All incoming students who wish to withdraw from BASIC SKILLS must report to CAASS.
- ❖ Students who wish to withdraw from ESL courses must report to 1414 Ingersoll Hall.
- ❖ TOCA students require a signature from a TOCA adviser when withdrawing from courses.
- ❖ After required signatures are obtained, students must return the completed withdrawal form to the ESC.
- ❖ Students may withdraw from courses online at <https://portal.brooklyn.edu>. Any student who has a stop cannot withdraw online.
- ❖ Students with a GPA below 2.00 must see a CAASS adviser in order to withdraw from any course.

### *Graduate Students*

Graduate students may withdraw *without department approval* from September 18 to November 11 in the Enrollment Services Center.

## Fall 2009 *Continuing Undergraduate and All Graduate Student Registration and Payment Schedule*

**Paper bills will no longer be mailed.** Students can obtain their account statement via WebCentral after registering or the Enrollment Services Center (ESC) during hours of operation.

<u>Registered</u>	<u>Payment Due*</u>
May 5 – July 10	July 23
July 11 – 17	July 30
July 18 – 24	August 6
July 25 – 31	August 13
August 1 – 7	August 18
August 8 – 19	August 20
After August 19	Immediately Upon Registration

*Failure to pay tuition and fees by the due date could result in the cancellation of registration requests.*

\*Note: Payment due dates are calculated from the date of your first registration transaction. A change of program (adding, dropping, or exchanging a class) does not change the original payment due date.

### *Payment Information*

- ❖ Students may pay their bill with cash, personal check, or money order made payable to Brooklyn College.
- ❖ Students may make payments through our online paying agent system using their Master Card, Discover, or American Express by logging onto WebCentral. VISA is no longer accepted for tuition and fee payments.  
**Please note:** When paying online, a nonrefundable convenience fee of 2.65% will be charged in addition to your tuition and fees.
- ❖ Electronic checks from your checking or savings account are acceptable. There is no convenience fee for using this option.
- ❖ Approved Tuition Pay Plan. For more information, visit [www.tuitionpay.com/cuny](http://www.tuitionpay.com/cuny) or call 866.267.CUNY.
- ❖ Confirmed third-party payment vouchers.
- ❖ The College accepts confirmed financial aid and loan awards as payment for any balance due. Students must have applied for financial aid by May 1, 2009, in order for their aid to be confirmed. For information about financial aid, please visit <http://finaid.brooklyn.cuny.edu> or the Financial Aid Office.
- ❖ Students submitting vouchers or waivers may be responsible for additional fees and must make payment by the appropriate due date. Failure to do so can result in the cancellation of courses.
- ❖ If full payment of tuition, fees and other financial obligations due to Brooklyn College is not made, and your account is sent to a collection agency, you will be responsible for all collection costs, including agency fees, attorney fees, and court fees, in addition to whatever amounts you owe to the College. Nonpayment or a default judgment against your account may be reported to the credit bureaus.

## Tuition and Fees

Fees, tuition charges, and refund policies appearing in the Brooklyn College Bulletin(s) and all registration material are subject to change by action of the CUNY Board of Trustees without prior notice. In the event of any increase in the tuition amount, payments already made will be treated as partial payments. Notification will be given of the additional amounts due and the required date of payment.

Students who have applied for financial aid and do not wish to attend must officially drop all courses before the first day of classes. Transcripts and/or other records will not be released nor will delinquent students be permitted to register in the future until all financial obligations have been met.

Undergraduate Tuition	New York State Resident	Non-State Resident
Matriculated, full time	\$2,000*	\$360 per credit—no limit*
Matriculated, part time	\$ 170 per credit*	\$360 per credit—no limit*
Nonmatriculated	\$ 250 per credit*	\$530 per credit—no limit*
* Plus Student Activity Fee (DAY—\$100.55; EVE—\$61.35), CUNY Consolidated Services Fee (\$15), and Technology Fee (\$100 for full-time study and \$50 for part-time study).		
Graduate Tuition	New York State Resident	Non-State Resident
Full time	\$3,200*	\$500 per credit—no limit*
Part time	\$ 270 per credit*	\$500 per credit*
Additional contact hours	\$ 65 per additional hour	\$ 85 per additional hour
* Plus Student Activity Fee (\$65.10), CUNY Consolidated Services Fee (\$15); and Technology Fee (\$100 for full-time study and \$50 for part-time study).		
Maintenance of Matriculation	New York State Resident	Non-State Resident
Graduate only	\$750	\$1,250

Cooperating teachers must present, each semester, a written certificate of waiver of tuition that may be used for one 3-credit course. Teachers who register for more than 3 credits will be required to pay the additional charges.

If a student has already graduated with a bachelor's degree from Brooklyn College and has registered for additional courses, his or her tuition is subject to change.

### Definition of Terms Pertaining to Tuition and Fees

1. *New York State Resident*—A student who has had his or her principal abode in New York State for a period of at least twelve consecutive months immediately preceding the first day of classes for the semester for which the residency determination is made, and states his or her intention to live permanently and maintain his or her principal abode in New York State.
2. *Full Time* (Undergraduate)—A student who is enrolled for 12 or more credits or the equivalent.
3. *Part Time* (Undergraduate)—A student who is enrolled for fewer than 12 credits or the equivalent.
4. *Full Time* (Graduate)—A student enrolled for 12 or more graduate credits. A student may be classified as full time with fewer than 12 credits on the basis of thesis, comprehensive examination or language preparation, a graduate fellowship, an internship, or independent course work. The graduate deputy chairperson of the department and the Office of the Registrar must approve all requests for full-time certification. Students certified as full time must pay applicable full-time tuition and fees.
5. *Maintenance of Matriculation Fee* (Graduate)—A fee payable by students who do not register for courses in the semester in which they obtain the degree or certificate and in the semesters in which they wish to use Brooklyn College's facilities.
6. *Student Activity Fee* and *Consolidated Services Fee* —The Student Activity Fee and Consolidated Services Fee are paid by all students each semester in which they register for courses. They cover the use of the library, campus facilities, free admission to social and cultural events, and maintenance and amortization of the Student Center.

## *Tuition and Fees (continued)*

### Undergraduate Students Enrolling in Graduate Courses

Undergraduate students who enroll in graduate courses as part of the baccalaureate degree requirement will be required to pay tuition at the applicable undergraduate rate.

### Online and In-Person Registration and Program Adjustment

Payment in full for all transactions on that day must be made by the close of business.

### Special Fees (See the Brooklyn College *Bulletin(s)* for a complete listing of fees.)

*Late registration*—\$25 beginning with the first day of the term.

*Program changes*—\$18 for adding a course. A student who adds and drops a course at the same time must pay the \$18 fee. The fee will cover all additions made at one time. See the Contents (page 1) for the pages regarding Program Adjustment/Changes. If tuition increases as a result of a change in program, additional tuition must be paid by the close of business the next day.

*Payment Reprocessing Fee*—\$15 for checks returned by a bank as uncollectible.

*Recreation Fee*—\$18.60 for full-time graduate students and \$13.60 for part-time graduate students. Use of the gymnasium and other recreation facilities is free for undergraduate students.

*Makeup Final Examination*—\$25 for the first examination; \$5 for each additional examination.

*Late Payment Fee*—Students who are delinquent in paying tuition and fees by the College's established due dates will be required to pay a \$15 Late Payment Fee in addition to all other outstanding College obligations.

*Accelerated Study Fee*—For students exceeding 18 degree credits:

18.5–20 credits	\$100
20.5–22 credits	\$230
22.5–24 credits	\$460
24.5 credits or more	\$690

### Billing for Compensatory and Developmental Courses

Contact hours in the compensatory and developmental courses listed below are counted instead of credits in the determination of tuition (with the exception of Chemistry 1.2 and Physics 1.2, which are billed as five hours).

Compensatory Courses		Developmental Courses	
Chemistry	1.1	ESL	14
	1.2		14.1
Mathematics	2.9		14.2
	2.91		15
	2.92		15.1
	2.99		15.2
Physics	1.2		
Speech	3.3		

and sections of regular courses to which extra hours have been added.

## *Tuition and Fees (continued)*

### **Tuition Refund and Student Liability**

Students may apply at the Bursar's Office for a refund if the following circumstances exist:

- (1) the College has canceled courses or programs,
- (2) the student's academic or residential status has changed, or
- (3) students have been dismissed by the College.

If students withdraw from classes during the term, they are liable for all or part of the original tuition charge plus the Student Activity, Consolidated Services, and Technology fees. These fees are non-refundable. Students are not liable for the Student Activity, Consolidated Services, and Technology fees if they drop all courses prior to the first day of class. The following is a schedule of liabilities generated upon dropping course(s).

Courses may only be dropped during scheduled registration

0% Liability	Drop prior to August 28
25% Liability	Drop August 28–September 3
50% Liability	Drop September 4–10
75% Liability	Drop September 11–17
100% Liability	Drop September 18 and thereafter

### **Dropping a Course**

Students are permitted to drop classes through the third week of the semester. There will be financial liability for courses dropped during this period. If students choose to drop a course after the start of the semester, they will be charged the corresponding percentage of tuition per course plus fees.

### **Dropping without Financial Penalty**

Students do not incur any financial liability if they drop a course prior to the College's scheduled first day of classes. Check registration schedule for dates. Students are responsible for all or part of their tuition, accelerated student charge, plus the Student Activity, Consolidated Services, and Technology fees if they withdraw during the semester. The exact liability schedule is printed above.

*Students may add and drop only according to the schedule printed under "Program Adjustments/Late Registration Period."*

## *Financial Assistance*

If students are receiving financial aid to pay all or a portion of their liability and this aid is not already listed on the bill they receive, they must come to the Office of Financial Aid to have their aid credited on your bill. Students should apply for financial aid by May 1 if they need this assistance to pay their bill.

All financial aid programs are described in full detail in the Brooklyn College *Undergraduate* and *Graduate Bulletin(s)*. Questions regarding financial aid applications and eligibility should be directed to the Office of Financial Aid. For more information, visit the Financial Aid webpage at <http://finaid.brooklyn.cuny.edu>. The following forms of financial aid may be used for bill payment purposes:

### New York State Tuition Assistance Program (TAP)

Awards from this program may be used to cover graduate or undergraduate tuition. Students must be New York State residents enrolled on a full-time basis. Although equated credits may be used toward the determination of full-time status, students must be registered for a minimum of 6 credits for their first TAP payment. Students first receiving aid in the 2009–2010 academic year must have a certificate of graduation from a recognized school within the United States providing secondary education (high school diploma or the recognized equivalent—GED or home school documentation). Students who do not have this certificate or the equivalent must attain a passing score on a federally approved Ability to Benefit (ATB) test that has been identified by the Board of Regents as satisfying the eligibility requirement of this section and been independently administered and evaluated as defined by the Commissioner of the State Education Department. **The deadline to test for the fall 2009 semester is Thursday, September 17.**

**TAP awards on tuition statements and WebSIMS records are valid only when all requirements are met.**

**In order to qualify for each TAP payment, students must be sure that all credits that constitute full-time status are applicable toward the degree requirements for their major/curriculum. This includes basic skills, core curriculum, and major courses.**

*Majors*—Students who have earned 60+ credits, including transfer students, must have their major officially declared on their Brooklyn College record by the beginning of the spring semester. **The last day to declare/change a major is Thursday, October 15.** Failure to do so will result in a denial of the TAP award, and students may incur a liability to the College.

*Repeated Courses*—A repeated credit course cannot be included toward the full-time course load unless required by the student's curriculum or if additional credit is granted.

*Academic Requirements*—For continued eligibility, students must meet program pursuit and academic progress requirements, outlined below. Students must have a cumulative GPA of 2.00 or higher to receive their fifth TAP payment and all subsequent payments. Students who fail to meet any of these requirements may apply for a TAP waiver. Waivers are granted based upon extenuating, unusual, or extraordinary circumstances and documentation must be provided. **Students may apply for a TAP waiver by making an appointment at the Center for Academic Advisement and Student Success, 3207 Boylan Hall.** Students may receive one waiver for pursuit and/or progress. They may be granted more than one TAP waiver of the C average requirement.

*Financial Assistance (continued)*

*Program Pursuit (Undergraduate)*

To be eligible for TAP payment #	Minimum/Equated credits you must complete in prior payment semester	Undergraduate students may receive TAP for eight semesters, or ten semesters if in the SEEK program
2	6	
3	6	
4	9	
5	9	
6 to 10	12	

*Academic Progress (Undergraduate)*

To be eligible for TAP payment #	If first New York State award is prior to 2006–2007, minimum degree credits earned through last semester of attendance	Minimum GPA through last semester of attendance	If first New York State award is in 2006–2007 or later, minimum degree credits earned through last semester of attendance	Minimum GPA through last semester of attendance
2	0	0.00	3	1.10
3	6	1.00	9	1.20
4	18	1.20	21	1.30
5	31	2.00	33	2.00
6	45	2.00	45	2.00
7	60	2.00	60	2.00
8	75	2.00	75	2.00
9	90	2.00	90	2.00
10	105	2.00	105	2.00

Although students may meet the minimum grade point average requirement for academic progress, in order to be eligible to receive a TAP award beyond the fourth payment, they must have a GPA of at least 2.00 (C).

*Program Pursuit (Graduate)*

To be eligible for TAP payment # *	Minimum/Equated credits you must complete in prior payment semester
2	6
3	6
4	9
5	9
6 to 16	12

\* Undergraduate payments, if any, are counted toward program pursuit for graduate students.

*Academic Progress (Graduate)*

To be eligible for TAP payment #	Minimum degree credits earned through last semester of attendance**	Minimum grade point average through last semester of attendance
2	6	2.00
3	12	2.50
4	21	2.75
5	30	3.00
6	45	3.00
7	60	3.00
8	75	3.00

\*\* This includes successful completion of credit-equivalent work.

## *Financial Assistance (continued)*

### New York State Aid for Part-time Study (APTS)

This program is available to undergraduate students who are New York State residents and enrolled for 6 to 11 credits. These funds are awarded on the basis of financial need. Students who have received the maximum number of TAP payments are not eligible for the APTS program. To remain eligible, students must meet program pursuit and academic progress standards as outlined below:

*Part-Time TAP*—Part-time students at approved schools in New York State who were first-time, full-time freshmen in 2007–08 may be eligible for Part-Time TAP to help them pay for college beginning in 2009–10.

*Eligibility*—Students must:

- ❖ Be a legal resident of New York State
- ❖ Be a U.S. citizen or eligible noncitizen
- ❖ Have graduated from a high school in the United States, earned a GED, or passed a federally approved Ability to Benefit test as defined by the Commissioner of the State Education Department
- ❖ Have a tuition charge of at least \$200 per year
- ❖ Not be in default on a student loan guaranteed by HESC and not be in any repayment of state awards
- ❖ Meet income eligibility limitations
- ❖ Not have exhausted TAP eligibility
- ❖ Be matriculated part time in approved undergraduate degree programs at SUNY/CUNY or not-for-profit degree-granting institutions in New York State
- ❖ Maintain a minimum grade point average of 2.00
- ❖ Be a first-time freshman in the 2007–08 academic year or thereafter
- ❖ Have earned 12 credits or more in each of the preceding consecutive semesters, for a minimum total of 24 credits earned
- ❖ Be taking 6 to 11 credits per semester
- ❖ Maintain good academic standing

*Program Pursuit*—To meet the program pursuit standard, students must earn a passing or failing grade in a percentage of the minimum part-time course load (6 real or equated credits) in each term an award is received. The percentage increases from 50 percent of the minimum in each term of the first year an award is received, to 75 percent of the minimum in each term of the second year, to 100 percent of the minimum in each term thereafter.

*Academic Progress*—To make satisfactory academic progress, students must earn (successfully complete) a minimum number of semester hours of credit with a minimum grade point average in each term an award is received. The satisfactory progress standard used for TAP is adapted for use in determining satisfactory progress for part-time study. Generally, a part-time student will have two semesters to achieve the satisfactory progress requirement that a full-time student must achieve in one semester.

#### *SEEK Funds*

SEEK funds are awarded to students in the SEEK program at Brooklyn College and are applied toward the undergraduate fee. Students must be enrolled full time to be eligible.

## *Federal Aid Programs*

*Pell Grants* are available to undergraduate students who have not earned a bachelor's degree or first professional degree. Students must be enrolled to receive Pell awards.

*Perkins Loans* are available to both undergraduate and graduate students who are enrolled at least half time.

*Federal Ford Direct Loans* are available for both undergraduate and graduate students who are enrolled at least half time, pending final approval of regulations by the Department of Education.

### *Good Academic Standing*

Federal student financial assistance programs require recipients to be in good academic standing and to make satisfactory progress toward their degree. For these programs, good academic standing is defined in the section "Retention Standards" in the Brooklyn College *Bulletin*.

In effect, students may receive federal assistance for a maximum of seven years of full-time study. Students studying on less than a full-time basis will have their years of study converted to a full-time year equivalent. Under this regulation, students must complete a minimum of 18 degree-credits (or equivalent) per full-time year. Students who fail to maintain this standard will be placed on the Conditional/Provisional Status specified above and can continue to receive financial assistance if they maintain eligibility under this status.

### *Other Aid:*

If students are receiving any type of financial aid that they believe may be used for bill payment, they should come to the Office of Financial Aid with their award notice.

### A Special Note on Federal Funds Eligibility

Eligibility for Federal Title IV funds is based on the student's continuous enrollment during the semester. Students who drop or withdraw from classes prior to the completion of 60 percent of the term affect their eligibility as follows:

$$\frac{\text{\# of days completed in the semester}}{\text{\# of days in the term}} = \frac{\text{Percent of eligibility for semester}}{\text{Federal Title IV awards}}$$

Students who officially withdraw from classes after the 60 percent completion period will not affect that semester's eligibility. *All students receiving financial aid are urged to contact the Financial Aid Office before dropping or withdrawing from any class in which their enrollment status is changed.*

Note: *Financial aid programs are subject to change. Students should consult the Office of Financial Aid for the most current information.*

## *Scholarships and Awards*

Students may qualify for one or more of over six hundred scholarships, awards, and prizes that are given each year to undergraduate and graduate students. Eligibility requirements vary for each, but recipients are chosen based on academic performance, merit, financial need, and other criteria stipulated by the donors.

For scholarship and award descriptions, visit the scholarship webpage, [www.brooklyn.cuny.edu/pub/financing.htm](http://www.brooklyn.cuny.edu/pub/financing.htm).

For information on how to apply for scholarships and awards, visit the webpage or contact the Office of Scholarships, 718.951.4796.

## General Information

Students should consult the Brooklyn College *Bulletin(s)* for information regarding attendance regulations, scholarship and retention standards, requirements for graduation, transfer of credit, grades, and other College regulations. Department counselors should be consulted regularly concerning programs of study. Students are subject to penalties for failure to abide by regulations. *It is each student's responsibility to be aware of and be guided by exclusion clauses, prerequisites, and corequisites that apply to any course for which he or she plans to register.*

### 1. Admission

ALL STUDENTS MUST FILE AN APPLICATION AND BE ADMITTED TO BROOKLYN COLLEGE IN ORDER TO REGISTER FOR CLASSES.

*Submission of Fraudulent Admissions Documents*—The submission of documents in support of applications for admission such as transcripts, diplomas, test scores, references, or the applications themselves, that are forged, fraudulent, altered from the original, obtained under false pretenses, or omit information is prohibited. An applicant who submits a fraudulent document or who omits any information will be barred from attending CUNY for five years. The CUNY policy regarding fraudulent documents can be viewed on the CUNY website, [www.cuny.edu](http://www.cuny.edu).

*Undergraduate*—Prospective freshmen and transfer students interested in applying for admission to Brooklyn College may seek information about the application process from the Office of Admissions, 718.951.5001. Applications for degree admission are available online at [www.cuny.edu](http://www.cuny.edu). or [www.brooklyn.cuny.edu/pub/admissions.htm](http://www.brooklyn.cuny.edu/pub/admissions.htm)

Students seeking to attend Brooklyn College in a nondegree status apply for admission directly to Brooklyn College. Students may download the nondegree application at [www.brooklyn.cuny.edu](http://www.brooklyn.cuny.edu) and click on *Admissions*. The following deadlines apply for nondegree applicants:

Nondegree	August 27
Post baccalaureate	August 27

*Graduate*—Students applying for graduate studies apply directly to Brooklyn College. Students are encouraged to apply online at <http://applytograd.brooklyn.cuny.edu>. The following deadlines apply for graduate student applicants:

Degree programs (M.F.A., art, creative writing), speech pathology, theater (acting, history, and performance arts management)	February 1
Degree program—matriculated (students with foreign credentials)	February 1
Degree program—matriculated (students with domestic credentials)	March 3
Provisional	August 14
Nondegree	August 14
CUNY permit	August 28
Visiting student	August 28

### 2. Auditing (no academic credit)

Courses audited are designated with a grade of AUD on student transcripts.

*Undergraduate and Graduate*—Students may register to audit a course in the ESC during the first week of classes. They must present an approved audit form. Students auditing a course pay the applicable tuition and fees. Unofficial auditing is not permitted. Students may not take an exemption exam in a course after auditing that course.

*Senior Citizens*—Seniors age sixty or older may audit undergraduate courses only on a space-available basis for \$65 (plus \$15 CUNY Consolidated Services Fee). They must present an approved audit form. Registration for auditing for senior citizens will take place on August 28, 10 a.m.–2 p.m., and during the first week of classes in the ESC. Proof of age must be provided.

### 3. Change of Curriculum (Major)

Undergraduate students should consult the department of their major. Graduate students should file for change of curriculum in the Graduate Admissions Office.

## General Information (continued)

### 4. Change of Name or Address

A change of name/address must be filed in the Enrollment Services Center. Change-of-name requests must be substantiated with a marriage certificate or court order. Students may access a Change of Address Form at <https://portal.brooklyn.edu>.

### 5. Size of Program

*Undergraduate students—*

- ❖ Entering freshmen may take a maximum of 15 credit hours.
- ❖ Upper freshmen who have at least a B average may take a maximum of 17 credit hours. Eligible upper first-year students may petition a CAASS adviser to take 18 credits.
- ❖ All students who have at least 27 credits, and who have at least a 2.00 GPA for the preceding term may take a maximum of 18 credits. Students with a GPA of at least 3.00 may petition a CAASS adviser to take 19 credits. No student may take 19 credits without permission from a CAASS adviser.
- ❖ Students whose cumulative GPA is below 2.00 are subject to the probation policy; they may not take more than 6 credits and must see an academic adviser.
- ❖ Students should bear in mind that typically at least three hours of work (class work plus homework) are assumed for every credit hour.

Students who are employed or have other obligations or responsibilities that substantially restrict their study time are advised to reduce their workloads as follows:

- ❖ employed 10–15 hours: reduce workload by 3 credit hours
- ❖ employed 16–25 hours: reduce workload by 4 to 6 credit hours
- ❖ employed 26–35 hours: reduce workload by 7 to 9 credit hours

Students who wish to take more credit hours than specified must receive permission from the Center for Academic Advisement and Student Success, 3207 Boylan Hall, at least one week prior to registration.

*Graduate students—*Students may take no more than 15 credits per semester.

### 6. Readmission

Students who have not attended Brooklyn College for one or more semesters and wish to register for the fall 2009 semester should apply for readmission by August 1. Undergraduate students who have below a 2.00 GPA should have applied for readmission by April 2 and must submit the reinstatement petition and supporting documents to the Office of Academic Standing, 3215 Boylan Hall, by April 29. The fee for readmission is \$10. Students may order a readmission application through [www.brooklyn.edu](http://www.brooklyn.edu), click on *Admissions* and then *For Returning Students*.

### 7. Degree Candidates

Students must file a diploma card at the ESC by the calendar deadline for filing for graduation. Students may also file for graduation online by going to BC WebCentral at <https://portal.brooklyn.edu>; under the *eServices* tab, click on *WEBSIMS*. All work must be completed in the semester of graduation. Candidates who filed previously and did not graduate must refile with the new graduation date. Refiling can be done only at the Enrollment Services Center.

*Commencement—*The last day to determine eligibility for Commencement participation is Monday, March 16. Please check the commencement website for the latest information, <https://portal.brooklyn.edu/bc/commencement>.

### 8. Recreation Activities

Students interested in participating in recreation activities must have a valid ID card. There is no additional fee for CLAS students. SGS students must pay \$13.60, and graduate students must pay \$18.60 per semester. For more information, visit the Recreation Office, 125 Roosevelt Hall, or call 718.951.5366.

## General Information (continued)

### 9. Absentee and Special Examinations

*Undergraduate*—Applications for spring 2009 Absentee Exams must be filed in the Center for Academic Advisement and Student Success, 3207 Boylan Hall, by Thursday, September 17.

*Graduate:*

*Comprehensive Examinations*—

- ❖ Comprehensive Examinations in Psychology will be given on Wednesday, November 11 and Thursday, November 12. Applications can be obtained in the portal under the e-Services tab and must be filed in the Office of the Graduate Dean, 3238 Boylan Hall, by Monday, September 21
- ❖ Applications for Comprehensive Examinations in all teacher education programs except Music Teacher can be obtained in the School of Education, 2105 James Hall, and must be returned to that office by Monday, September 21. The exam will be given on Saturday, November 7, 2009 (Thursday, November 5, for Sabbath observers).
- ❖ The Comprehensive Examinations in all other departments, including for the program in Music Teacher, will be given on Saturday, November 7, 2009 (Thursday, November 5, for Sabbath observers). Applications can be obtained from students' portal account under the e-Services tab and must be filed in the Office of the Graduate Dean, 3238 Boylan Hall by Monday, September 21.

*Liberal Arts and Science Test (LAST)*—

- ❖ The LAST will be given Saturday, November 7, 2009 (Thursday, November 5, for Sabbath observers). Application to take the LAST can be obtained and filed in the School of Education, 2105 James Hall, by Monday September 21.

*Absentee and Language Examinations*—

- ❖ Applications for Absentee Exams in education, including all adolescent programs, must be obtained and filed in the School of Education, 2105 James Hall by Thursday, September 17.
- ❖ For all programs outside of the School of Education, applications for Absentee and Language Exams must be obtained and filed by Monday, September 21, in the Office of Graduate Dean, 3238 Boylan Hall.
- ❖ Graduate Language Examinations will be given in most cases on Wednesday, December 9. Obtain the application in the department and check with the department for possible changes. Absentee Examination dates must be arranged with the department and must be taken no later than Wednesday, December 9.

### 10. Academic Integrity

Academic dishonesty of any type, including cheating and plagiarism, is unacceptable at Brooklyn College. Cheating is any misrepresentation in academic work. Plagiarism is the representation of another person's work, words, or ideas as your own. Students should consult the Brooklyn College *Student Handbook* for a more specific discussion of related academic integrity standards. Faculty are encouraged to discuss with students the application of these standards to work in each course. Academic dishonesty is punishable by failure of the "test, examination, term paper, or other assignment on which cheating occurred" (Faculty Council, May 18, 1954). In addition, disciplinary proceedings in cases of academic dishonesty may result in penalties of admonition, warning, censure, disciplinary probation, restitution, suspension, expulsion, complaint to civil authorities, and ejection (adopted by Policy Council, May 8, 1991).

### 11. Social Security Number

Social Security numbers are used as students' permanent identification numbers. Students who do not have a Social Security number should obtain one prior to registration at their local Social Security office. If the Social Security number is incorrect on his or her registration card, he or she should go to the Enrollment Services Center.

### 12. Students with Disabilities

Brooklyn College offers qualified students with disabilities special registration services in order that maximum opportunities for participation in all programs are maintained. Students concerned must contact the Center for Student Disability Services, 138 Roosevelt Hall, 718.951.5538.

## General Information (continued)

### 13. Permit and Visiting Student Status

**Incoming students from other CUNY colleges (permit students)**—Graduate and undergraduate students must submit an e-permit at their home college. After the e-permit is approved by the home college, students will receive registration information from the host college (Brooklyn College). A new permit must be filed for each semester and course of attendance. Payment of tuition and fees take place at the home college. Actual registration for courses takes place at the host college.

**Students from non-CUNY colleges (visiting students)**—Graduate and undergraduate students must complete and submit a Visiting Student Application Form along with an official letter from their home college indicating that they are in good academic standing or an official transcript to the Enrollment Services Center. A new letter must be filed for each semester of attendance. A nonrefundable processing fee of \$50 is required.

**Brooklyn College students attending other colleges**—Matriculated graduate and undergraduate students may secure a permit to attend another college in the Transfer Evaluation Office beginning April 20.

**CUNY colleges**—Students apply for an e-permit by logging on to <http://portal.cuny.edu> to create a user ID and password. After an ID and password are confirmed (approximately twenty-four hours), students may file an e-permit by following the instructions. Students must check [www.tipps.cuny.edu](http://www.tipps.cuny.edu) for the correct equivalencies to courses that will be taken on permit before creating the e-permit. After the e-permit is approved, students will receive registration information from the host college. Payment for permit courses is expected when tuition is due. Note: Grades earned in permit courses count toward the student's Brooklyn College GPA. Actual registration for courses takes place at the host college.

**Non-CUNY colleges**—Matriculated students must secure and return a completed permit application to the Transfer Evaluation Office. All registration and payment of tuition and fees take place at the host college.

### 14. Residency

Students establishing New York State residency for in-state tuition could do so in the Office of Residency, 1104b James Hall, or Office of Admissions, 1103 James Hall. Students who wish to establish residency for the fall 2009 semester must do so by December 14. Students may not file for residency for a previous semester. In order to establish proof of residency, all required documentation must be in the student's name and dated twelve months prior to the first day of classes (August 28). Further inquiries may be made in the offices indicated above or online at [www.brooklyn.cuny.edu/pub/residency.htm](http://www.brooklyn.cuny.edu/pub/residency.htm).

### 15. Family Educational Rights and Privacy Act

Pursuant to the Family Educational Rights and Privacy Act (FERPA) of 1974 and the Board of Trustees of The City University of New York Student Records Access Policy of April 1979, Brooklyn College students have "the right to inspect and review any and all official records, files, and data directly related" to them and to deny access to others without written consent of the student except under limited and specified circumstances. This right pertains to any present or former student but not to candidates for admission. The Enrollment Services Center, can provide further information regarding FERPA guidelines and procedures as well as the complete texts of the revised Board of Higher Education policy, as adopted April 23, 1979, and the Family Educational Rights and Privacy Act of 1974, as amended.

Students who wish to inspect and review their education records may make the request to the student records access officer of the College in the Registrar's Office or to the person in charge of the record in question, but a request pertaining to records in the custody of a teacher or counselor should be made directly to that teacher or counselor. Requests made to the student records access officer in the Registrar's Office must be made by completing a request form. Requests for records in other locations may be oral or written. Requests shall be granted or denied within fifteen days of receipt of the request.

See the Non-Disclosure Form on the next page for the Brooklyn College definition of directory information.



## *Request to Prevent Disclosure of Directory Information*

Under the provisions of the Family Educational Rights and Privacy Act of 1974, as amended, you have the right to withhold the disclosure of the “Directory Information” listed below.

After this form is signed and submitted, institutions must obtain written consent from the student before disclosing any personally identifiable information on their educational record. Such written consent must specify the records to be released, state the purpose of this disclosure, identify the party or class of parties to whom disclosure may be made, and be signed and dated by the student.

Please consider very carefully the consequences of any decision by you to withhold “Directory Information.” Should you decide to inform the institution not to release this “Directory Information,” any future requests for such information from noninstitutional persons or organizations will be refused.

“Directory Information” as described by Brooklyn College:

Brooklyn College adheres to the FERPA definition of “directory information”—information contained in an education record of a student that generally would not be considered harmful or invasive, if disclosed. This includes but is not limited to: name, address, telephone number, electronic mail address, photograph, major field of study, dates of attendance, date and place of birth, degrees and awards received, enrollment status (full time, part time, undergraduate or graduate), year or date of expected graduation, height and weight of members of athletic teams, participation in officially recognized activities and sports, degrees, honors, number of credits completed, degree pursued, and the most recent educational agency or institution attended by the student.

Items that can never be identified as “directory information” are the student’s Social Security number, citizenship, gender, religious preference, grades, and GPA.

I understand the above statement and agree that I wish no “directory information” be released on my behalf to anyone for any reason.

Name \_\_\_\_\_ SS# \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

## General Information (continued)

### 16. Student Immunization Requirements

New York State law and Brooklyn College require that *all* students (except nondegree students taking fewer than 6 credits) provide documentation proving immunization compliance. Students who do not submit proof of at least partial compliance cannot register. Students with partial compliance have thirty days from the first day of classes to complete their documentation. If it is not completed by that time, the College is required to bar such students from attendance and issue an administrative grade (WA) carrying no academic penalty. There will be financial aid consequences and no tuition refund. The College is liable for a fine of \$2,000 per noncompliant student.

New York Public Health Law 2167 requires all students to submit a Meningococcal Meningitis Vaccination Response form signed by the student or student's parent or guardian to the Health Programs/Immunization Requirements Office, 0710 James Hall. Students who fail to return this form within thirty days from the beginning of the semester *may not attend* classes. The form acknowledges the receipt of mandatory meningococcal disease and vaccination information. Vaccination is not required.

Every student should receive a Student Immunization Requirements booklet in their admissions packet or in a separate mailing. Copies may be picked up in 0710 James Hall, 718.951.4505. A summary of requirements for documentation follows.

Full compliance:

*Measles*—Two doses of live vaccine each given on or after the first birthday and at least twenty-eight days apart OR a blood test proving immunity.

*Mumps and rubella*—One dose of live vaccine for each disease given after 1968 and on or after the first birthday OR a blood test proving immunity.

*Age exemption*—If a student was born prior to 1957, he or she must submit proof of age to the Registrar's Office.

*Vaccinations and school records*—Proof of one dose of measles, mumps, and rubella vaccine within one year prior to the first day of class AND proof of one full year's attendance at a primary or secondary school in the United States since 1980, if submitted simultaneously.

*Medical exemption or extension*—Students who are taking any medication, have a medical condition, are pregnant or planning to become pregnant in the next three months, or are allergic to gelatin, should discuss immunization with their doctor. Their doctor must complete, sign, and stamp the medical exemption section of the form and indicate how long the exemption is valid.

*Religious exemption*—If students (or their parent or guardian if they are a minor) have religious beliefs contrary to immunization, they must complete and notarize the religious exemption form.

Partial compliance:

Proof of at least one dose of measles, mumps, and rubella with a doctor's appointment for the second dose of measles.

#### *Important Note*

In the event of a measles outbreak on campus, any student without proof of measles immunity, including students with a medical or religious exemption, will be excluded from campus for at least two weeks. The Student Immunization Requirements form and documentation should be brought to the Health Programs/Immunization Requirements Office, 0710 James Hall, so that it can be reviewed. If materials are mailed or faxed to 718.951.4278, it is the student's responsibility to follow up to ensure that what was submitted is adequate. Continuing students may not register without full compliance. Incoming students must be at least partially compliant to register.

All students must submit a form with documentation even if exempt because of age, medical condition, or religious belief. For information about free vaccinations with the New York City Department of Health, call 212.349.2664. Students with other questions may call the Health Programs/Immunization Requirements Office, 718.951.4505.

## General Information (continued)

### 17. Twenty-Four-Hour Information Line

Call 718.951.5111 from any touch-tone telephone for recorded information and directory of College programs, departments, and services. For information on an emergency school closing, students should call the Brooklyn College Information Number, 718.951.5000, or go to the College website, [www.brooklyn.cuny.edu](http://www.brooklyn.cuny.edu).

### 18. Requesting Transcripts

Visit the transcript request website at [www.brooklyn.cuny.edu/pub/1018.htm](http://www.brooklyn.cuny.edu/pub/1018.htm). Current students may also request transcripts from the BC WebCentral portal under the *eServices* tab.

### 19. Child Care

*The Early Childhood Center Programs for Young and School-age Children* offer enriched early-childhood day and evening programs for children of Brooklyn College students. After-school programs are offered in the fall and spring semesters only. *Infant/Toddler Programs (4 months–2 years)* provide emotionally responsive environments that encourage children's first steps toward engagement with the world. *Programs for Young Children (2–5 years)* work to create a community that supports and encourages young children's growth through an interdisciplinary, center-based curriculum. *School Age After-School Programs (5–12 years)* provide opportunities for children to expand their interests and abilities in a child-friendly relaxed setting. Homework assistance is also available. *Occasional Care (6–12 years)* is after-school care provided for those times when regular child care arrangements fall through. *Registration is required for all programs.* Applications are available in the center office, 1604 James Hall. *Priority is given to Pell-eligible and full-time students; sliding scale available.*

*Universal Pre-Kindergarten is available for children four years of age.*

Tel: 718.951.5431 Fax: 718.951.4658

## Undergraduate Students

### General Information

#### 1. CUNY Assessment Tests

Each student must meet the standards of proficiency in the basic skills areas of reading, writing, and mathematics as established by the College and CUNY. Unless exempted, all students are tested in these areas before admission to Brooklyn College. Exemptions may be based on scores on the SAT, ACT, or New York State Regents examinations; or, for transfer students, earning a grade of C or better on English Composition or a grade of C or better on a credit-bearing mathematics course at previously attended colleges. Students who do not meet the basic skills proficiency standards are encouraged to participate in the College's Pre-Freshmen Academy Program.

Students who have not met the proficiency standards will not be permitted to register. ESL students who have met the standard for proficiency in mathematics will be permitted to register and will be placed in appropriate ESL courses. SEEK students who have not met the proficiency standards will be permitted to register and will be placed in appropriate courses by their advisers.

#### 2. Speech Proficiency

Students must be screened for speech proficiency by members of the Speech Communication Arts and Sciences Department, 3439 Boylan Hall, to determine their exemption from speech or assignment to the Speech Clinic or to a speech course.

#### 3. Undergraduate Change of Status through the Registrar's Office

*DAY to EVE, EVE to DAY Transfers:* Students who wish to transfer from DAY to EVE, or vice versa, for fall 2009 should apply in the Enrollment Services Center by September 17.

*Correction of Credits Earned:* Students who wish to have their group number corrected for fall 2009 should apply in the ESC; this option has no deadline.

*Change of Degree Objective:* Undergraduate students who have earned a bachelor's degree from Brooklyn College and wish to continue in the undergraduate division may do so by filing the application in the ESC by September 17. Students may choose to be classified as nonmatriculated students or as second undergraduate degree students. A Declaration of Major Form with the department signatures must be submitted with the Change of Status Form if the second undergraduate degree option is to be applied.

# Undergraduate Students

## *General Information (continued)*

### 4. Declaration of Major

All degree-seeking students must declare their major no later than the semester in which the combination of credits earned and credits for which they currently are registered totals 61 or greater. Students declare a major by completing a Declaration of Major Form. For some majors, the form is available through BC WebCentral Portal at <https://portal.brooklyn.edu>. For others, it is available in department or program offices and in the Enrollment Services Center. Some departments require the form to be signed by a departmental or program adviser. Students with double or dual majors may need to complete a separate Declaration of Major Form for each major.

For students who are approaching the 61-credit point and remain undecided about their choice of major, there are a number of avenues of assistance. Faculty advisers in each academic department advise prospective majors about the undergraduate programs and related career possibilities. Also, the Magner Center for Career Development and Internships sponsors workshops for undecided majors. Students may register for one of these at 1303 James Hall, 718.951.5696. The College expects that students select their major with careful consideration and with good knowledge of the range of options. Students must meet with a faculty adviser in the major department before declaring their major. **TAP recipients for summer must declare their major by the beginning of their junior year to remain eligible for TAP.**

### 5. Leave of Absence

Undergraduate students in good standing who must interrupt their studies for one or more full semesters (up to a cumulative maximum of two years) may apply in advance in the Enrollment Services Center for an official leave of absence. Such students, upon their return, must submit a readmit application and may fulfill the graduation requirements that were in effect while they were in residence.

### 6. Taking Graduate Courses

Undergraduate seniors whose scholastic work is of superior quality (cumulative GPA of 3.00 or higher) and who wish to attend a course in the Division of Research and Graduate Studies may request an application in the department offering the course. The approved application must be returned to the Enrollment Services Center. Failure to submit the appropriate permission will result in the graduate course being dropped from their registration.

### 7. Pass/Fail

Matriculated sophomores, juniors, and seniors with a GPA of 2.00 or higher are eligible to take up to ten courses for pass/fail grades. A pass grade is not counted in a student's academic index; a fail grade is counted. Six courses may be from departments in the College except:

- (1) courses in the core curriculum (applies only to students subject to core requirements),
- (2) courses in the major department,
- (3) courses outside the major department but required to complete the major, and
- (4) honors courses.

In the fall and spring semesters, students may take up to two courses pass/fail as follows:

- (1) one course from departments other than physical education, and
- (2) one course in physical education (see below).

Students register for courses they wish to take pass/fail with their other courses. After registration they may declare a course(s) pass/fail by filing an application in the Enrollment Services Center or via the portal at <https://portal.brooklyn.edu>.

**Pass/Fail Option in Physical Education Courses**—Matriculated students may opt to register on a pass/fail basis for one physical education activity course (Physical Education 17.2 through 17.46) per semester up to a maximum of 4 credits. Physical education majors may not take these courses on the pass/fail basis.

# Undergraduate Students

## *General Information (continued)*

### 8. The On-Course Advantage (TOCA)

Students who have successfully completed at least 12 credits in their first semester with a GPA of 3.00 or higher and who plan to register for at least 12 credits in their second semester are invited to participate in the fast-track program. This program is open to both freshmen and transfer students. Students who are interested or would like more information, contact Takiyah Charles in the TOCA Office, 3219 Boylan Hall, 718.951.4865, [tlord@brooklyn.cuny.edu](mailto:tlord@brooklyn.cuny.edu).

### 9. CUNY Proficiency Examination (CPE)

All students pursuing an associate or baccalaureate degree at CUNY will be subject to all CPE requirements, except for students who have already earned a bachelor's or higher degree from an accredited program. As of September 1, 2003, previously exempt students become subject to all of the rules governing the examination.

*Students must take the exam once they have accumulated 45 or more credits. All transfer students entering a senior college with 45 or more credits must take the CPE in their first semester. Students may take the CPE three times. Failure to take the CPE when required means forfeiting (losing) one chance to take the test. A forfeit counts as one of the three attempts and is considered a failure.*

Informational material, including a description of the exam, criteria for passing, sample questions, graded student responses, and test policies, is available in the Testing Office, 245 West End Building, and on the CUNY website, [www.cuny.edu/cpe](http://www.cuny.edu/cpe). Preparation workshops are available through the Learning Center.

For the October 2009 administration of the CPE, students should check the Testing website at <http://www.brooklyn.cuny.edu/pub/departments/testing/index.htm> for the exact testing and workshop dates

### 10. Core Retroactive Pass Option

A student may elect to have grades in any two previously passed core courses changed from an ordinary passing grade (A+ through D-) to a grade of P (pass). This option must be exercised no later than the tenth week of the semester following that in which the student completes the 96th credit. Once this option has been utilized, it may not be rescinded or changed. Applications for the Core Retroactive Pass Option are available in the Enrollment Services Center or online at <https://portal.brooklyn.edu> (click on *Academic Info*).

### 11. Probation Stops

All undergraduate non-SEEK students with a cumulative GPA below 2.00 are on academic probation and have a UP (Undergraduate Probation) stop on fall 2009 registration. These students are required to meet the following conditions to continue to register at Brooklyn College. Failure to meet any of the following requirements will result in dismissal from Brooklyn College. Students on academic probation:

- ❖ must earn a 2.30 GPA or better for each semester they are on probation,
- ❖ must bring their cumulative GPA to 2.00 or higher within three successive semesters (including the initial semester on probation),
- ❖ must meet with an academic adviser in the Center for Academic Advisement and Student Success and with their major adviser to plan strategy for improvement,
- ❖ will be limited to no more than 6 credits/credit hours (or fewer credits if their GPA is extremely low), and
- ❖ must meet benchmarks while on academic probation.

### 12. Transfer Interest Groups (TIG)

Transfer students are invited to attend informational seminars designed to meet their specific needs. Contact the academic adviser, transfer specialist, Michael LoPorto, 718.951.5471, [MloPorto@brooklyn.cuny.edu](mailto:MloPorto@brooklyn.cuny.edu), for more information about resources available to transfer students.



## *Undergraduate Major Codes*

### **Majors**

Accounting (BS) .....	004
Accounting—Public Accountancy (BS) .....	003
Africana Studies (BA) .....	007
American Studies (BA) .....	008
Anthropology (BA) .....	009
Art (BA) .....	012
Art (BFA) .....	013
Art History (BA) .....	014
Biology (BA) .....	016
Biology (BS) .....	017
Broadcast Journalism (BS) .....	020
Business Information Systems (BS/MPS) .....	030
Business Management and Finance (BS) .....	021
Caribbean Studies (BA)* .....	022
Chemistry (BA) .....	023
Chemistry (BS) .....	024
Classics (BA) .....	027
Communications (BA) .....	102
Comparative Literature (BA) .....	028
Computer Information Science (BS) .....	025
Creative Writing (BFA) .....	033
CUNY BA (BA) .....	032
Economics (BA) .....	038
English (BA) .....	044
Environmental Studies (BA) .....	040
Film Marketing (BA) .....	042
Film Production (BA) .....	046
Film Screenwriting (BA) .....	043
Film Studies (BA) .....	045
French (BA) .....	048
French—Business (BA) .....	049
Geology (BA) .....	050
Geology (BS) .....	051
Health and Nutrition (BA) .....	055
Health and Nutrition—Food (BS) .....	057
Health and Nutrition—Science (BS) .....	056
History (BA) .....	061
Information Systems (BS) .....	037
International Business (BBA) .....	070
Italian (BA) .....	065
Italian—Business (BA) .....	066
Journalism (BA) .....	067

Judaic Studies (BA) .....	068
Linguistics (BA) .....	071
Management (BBA) .....	076
Marketing (BBA) .....	080
Mathematics (BA) .....	072
Mathematics (BS) .....	073
Mathematics—Computational (BS) .....	074
Mathematics—Theoretical (BS) .....	075
Multimedia Computing (BS) .....	019
Music (BA) .....	077
Music Composition (BMus) .....	078
Music Performance (BMus) .....	079
Philosophy—Business (BA) .....	114
Philosophy—General (BA) .....	081
Philosophy—Honors (BA) .....	115
Philosophy—Law (BA) .....	112
Philosophy—Other (BA) .....	113
Physical Education—Adaptive (BS) .....	082
Physical Education—Exercise Science (BS) .....	110
Physics (BA) .....	084
Physics (BS) .....	085
Political Science (BA) .....	088
Psychology (BA) .....	089
Psychology (BS) .....	090
Puerto Rican and Latino Studies (BA) .....	091
Puerto Rican and Latino Studies— Business (BA) .....	087
Religion (BA)* .....	092
Russian (BA) .....	093
Russian—Business (BA) .....	094
Sociology (BA) .....	096
Spanish (BA) .....	097
Spanish—Business (BA) .....	098
Speech (BA) .....	099
Speech-Language Pathology/Audiology/ Hearing (BA) .....	101
Television and Radio (BA) .....	103
Theater (BA) .....	104
Theater Acting (BFA) .....	105
Theater Production (BFA) .....	109
Women’s Studies (BA) .....	108

\* dual major, requires primary major degrees

+ transfer program to schools offering engineering degrees

### **Teacher Education Programs**

Biology Teacher (BA) .....	250
Chemistry Teacher (BA) .....	263
Child Education, 1–6 (BA) .....	253
Child Education, 1–6 Bilingual (BA) .....	252
Early Childhood Education, B–2 (BA) .....	255
Early Childhood/Special Education (BA) .....	212
English Teacher (BA) .....	262
French Teacher (BA) .....	258
Italian Teacher (BA) .....	260
Math Teacher (BA) .....	254
Music Education (BMus) .....	251
Physical Education Teacher (BS) .....	256
Physics Teacher (BA) .....	261
Social Studies Teacher (BA) .....	257
Spanish Teacher (BA) .....	259

## *Undergraduate Program Codes for Minors, Certificate Programs, and Concentrations*

### **Minors**

Accounting .....	002
Acting for Television and Radio .....	106
Africana Studies .....	015
African American Studies .....	016
American Music and Culture .....	021
American Studies .....	008
Anthropology and Archaeology .....	009
Archival Studies and Community Documents .....	014
Art History .....	011
Asian Studies .....	020
Biochemistry .....	012
Biology .....	003
Business and Society .....	018
Caribbean Studies .....	010
Chemistry .....	023
Children's Studies .....	024
Classics .....	027
Cognitive Science .....	007
Comparative Literature .....	028
Computer and Information Science .....	005
Consumer Behavior .....	063
Criminal Justice .....	062
Economics .....	036
Economics—Business Law .....	039
Economics—Finance .....	037
Economics—Financial Planning .....	035
Economics—Marketing .....	034
Economics—Small Business Mgmt. and Urban Entrepreneurship .....	095
English .....	044
Environmental Studies .....	045
Film .....	046
Film (Television and Radio majors) .....	047
Financial Planning .....	035
Geology .....	030
Health and Nutrition Sciences .....	006
Hebrew .....	059
History .....	061
Human Resource Development and Management .....	064
Human Resource Management and Div Studies .....	069
Journalism .....	029
Judaic Studies .....	068
Latin America .....	070
Law and Society .....	013
Linguistics .....	071
Literatures of the African Diaspora .....	017
Logic, Reasoning, and Rationality .....	078
Mathematics .....	072
Multimedia Computing .....	074
Music .....	076
Philosophy .....	081
Philosophy and the Arts .....	080
Philosophy and the Sciences .....	079
Physical Education .....	082
Physical Education—Exercise Science .....	083
Physics .....	085
Political Science .....	088

Professional and Applied Ethics .....	090
Psychology .....	089
Puerto Rican and Latino Studies .....	091
Religion (studies in) .....	092
Social Welfare .....	019
Sociology .....	001
Speech .....	099
Television and Radio .....	101
Theater .....	104
Theater Production (Television and Radio Majors) .....	105
Women's Studies .....	108

### **Department of Modern Languages and Literatures**

Chinese .....	004
French .....	048
German .....	052
Italian .....	065
Italian American Studies .....	060
Italian International Studies .....	066
Russian .....	093
Spanish .....	097

### **Certificate Programs**

Accounting .....	006
Computers/Programming .....	031
Film Production .....	047
Film Screenwriting .....	041

### **Concentration**

American Studies .....	003
Anthropology and Archaeology .....	005
Art .....	007
Children's Studies .....	009
Chinese .....	011
Classics .....	013
Computer and Information Science .....	014
English .....	015
Environmental Studies .....	017
French .....	019
General Science .....	021
Health and Nutrition Sciences .....	023
History .....	025
Italian .....	027
Judaic Studies .....	029
Mathematics .....	031
Music .....	033
Philosophy .....	035
Political Science .....	037
Psychology .....	039
Puerto Rican and Latino Studies .....	041
Puerto Rican and Latino Studies (Bilingual Extension)* .....	043
Russian .....	045
Sociology .....	047
Spanish .....	049
Theater .....	051
Women's Studies .....	053

## Graduate Program Codes

Art—Digital Art (MFA) .....	300	Theater—Acting (MFA) .....	383	Social Studies Teacher, 7–12 (MA) .....	656
Art—Drawing and Painting (MFA).....	301	Theater—Design & Technique (MFA) .....	385	Spanish Teacher, 7–12 (MA) .....	657
Art—Photography (MFA) .....	304	Theater—Directing (MFA) .....	387	Teachg St w/Dis Chld 1–6 A (MSEd) .....	639
Art—Printmaking (MFA) .....	302	Theater—Dramaturgy (MFA) .....	388	Teachg St w/Dis Chld 1–6 B (MSEd) .....	640
Art—Sculpture (MFA) .....	303	Theater—History/Criticism (MA) .....	386	Teachg St w/Dis Chld Ed 1-6 C (MSEd) .....	641
Art History (MA) .....	306	Theater—Perf Art Management (MFA) .....	389	Teachg St w/Dis Early Chld B–2 A (MSEd) .....	637
Autism Speech Disorder (Cert) .....	644	<b>Teacher Education Programs</b>		Teachg St w/Dis Early Chld B–2 B (MSEd) .....	638
Biology (MA) .....	308	Adolescence Science Ed, 7–12		Teachg St w/Dis Mid Chld Ed A (MSEd) .....	642
Chemistry (MA) .....	312	For Initial or Prof Tchr Cert (MAT) .....	631	Teachg St w/Dis Midchd Ed (MSEd) .....	643
Community Health (MPH) .....	323	Adolescence Science Ed, 7–12		<b>New Teacher Education Programs</b>	
Community Health Education (MA) .....	321	For Prof Tchr Cert Only (MAT) .....	633	Adolescence Science Ed B	
Community Health Thanatology (MA).....	315	Art Teacher (MA) .....	660	Alternative Cert (MAT).....	731
Computer and Health Science (MS) .....	322	Autism Spectrum Disorders (Cert) .....	644	Art Teacher (MA) .....	760
Computer Information Science (MA) .....	318	Biology Teacher, 7–12 (MA) .....	650	Biology Teacher (MA) .....	750
Computer Science/Economics (BS/MPS) ....	319	Chemistry Teacher, 7–12 (MA) .....	651	Chemistry Teacher (MA).....	751
Creative Writing—Fiction (MFA) .....	324	Childhd Ed Tchr Lib Art, 1–6 A (MSEd) ...	606	Child Ed Teacher 1-6 Bilingual (MSEd) .....	710
Creative Writing—Play (MFA) .....	325	Childhd Ed Tchr Lib Art, 1–6 B (MSEd) ...	607	Child Ed Teacher 1-6 Liberal Arts A (MSEd) .....	706
Creative Writing—Poetry (MFA) .....	327	Childhd Ed Tchr Lib Art, 1–6 C (MSEd)....	608	Child Ed Teacher 1-6 Liberal Arts B (MSEd) .....	707
Economics (MA) .....	328	Childhd Ed Tchr Bilingual Ext (MSEd) .....	610	Child Ed Teacher 1-6 Liberal Arts C (MSEd) .....	708
Economics/Accounting—		Childhd Ed Tchr Sci & Env 1–6 A (MSEd) .....	612	Early Childhood Teacher B–2 A (MSEd) ....	701
CPA Qualifying (MS) .....	333	Childhd Ed Tchr Sci & Env 1–6 B (MSEd) .....	613	Early Childhood Teacher B–2 B (MSEd) ....	702
English (MA) .....	332	Childhd Ed Tchr Sci & Env 1–6 C (MSEd) .....	614	Early Childhood Teacher B–2 C (MSEd) ....	703
French (MA) .....	335	Childhd Ed Tchr Math, 1–6 A (MSEd) .....	616	English Teacher (MA).....	752
Geology (MA).....	336	Childhd Ed Tchr Math, 1–6 B (MSEd) .....	617	French Teacher (MA).....	753
Grief Counseling (Cert) .....	392	Childhd Ed Tchr Math, 1–6 C (MSEd) .....	618	Literacy Teacher B–6 (MSEd) .....	734
Health Care Management (MPH).....	307	Educational Leadership (Cert).....	611	Literacy Teacher 5–12 (MSEd) .....	735
Health Care Policy and Admin (MPH) .....	309	Educational Leadership -		Math Teacher (MA).....	754
History (MA) .....	342	School District Leader (MSEd) .....	624	Middle Childhd Ed, Spec PRG 2 A Gen Sci (MA) .....	728
Information Systems (MS) .....	320	English Teacher, 7–12 (MA) .....	652	Middle Childhd Ed, B Spec PRG 2 B Gen Sci (MA) .....	729
Judaic Studies (MA) .....	344	Early Childhood Ed Tchr B–2 A (MSEd) ...	601	Middle Childhd Ed, C Spec PRG 2 C Gen Sci (MA) .....	730
Liberal Studies (MA) .....	346	Early Childhood Ed Tchr B–2 B (MSEd) ...	602	Middle Childhd Tchr, 5–9 A Gen Sci (MA) .....	725
Mathematics (MA) .....	347	Early Childhood Ed Tchr B–2 C (MSEd)....	603	Middle Childhd Tchr, 5–9 B Gen Sci (MA) .....	726
Mental Health Counseling (MA) .....	343	French Teacher, 7–12 (MA).....	653	Middle Childhd Tchr, 5–9 C Gen Sci (MA) .....	727
Music—Composition (MMus) .....	350	Health Teacher (MSEd).....	661	Middle Childhd Tchr Math Sp C (MSEd) ..	722
Music—Musicology (MA).....	345	Literacy Teacher, B–6 (MSEd).....	634	Physical Education Teacher (MSEd) .....	764
Music—Performance Practice (MA) .....	351	Literacy Teacher, 5–12 (MSEd) .....	635	Physics Teacher (MA) .....	755
Music—Performance (MMus).....	349	Math Teacher, 7–12 (MA).....	654	Social Studies Teacher (MA) .....	756
Nutrition (MS) .....	354	Middle Ch Ed Tchr, Math Sp A (MSEd) ...	620	Spanish Teacher (MA) .....	757
Parallel & Distributed Computing (Cert) ....	341	Middle Ch Ed Tchr, Math Sp B (MSEd).....	621	Teachg St w/Dis Chld Ed A (MSEd).....	739
Perf & Interactive Media Arts (Cert) .....	357	Middle Ch Ed Tchr, Math Sp C (MSEd) ...	622	Teachg St w/Dis Chld Ed B (MSEd).....	740
Perf & Interactive Media Arts (MFA).....	359	Middle Ch Ed, 5–9 (MA)		Teachg St w/Dis Chld Ed C (MSEd).....	741
Physical Education—Exercise Science and Rehabilitation (MS).....	334	A Science Generalist .....	625	Teachg St w/Dis Erly Chld A (MSEd).....	737
Physical Education—Sports		B Science Generalist .....	626	Teachg St w/Dis Erly Chld B (MSEd).....	738
Management (MS) .....	353	C Science Generalist .....	627	Teachg St w/Dis Mid Chd Ed 5–9 (MSEd).....	742
Physics (MA).....	356	Middle Ch Ed, 5–9 (MA)			
Political Science (MA) .....	362	B Science Generalist .....	626		
Political Science—Urban Policy and Administration (MA) .....	363	C Science Generalist .....	627		
Political Science and Law (MA/JD).....	364	Middle. Ch Ed Science Spec. A–(MA) .....	628		
Psychology—Experimental (MA) .....	366	Middle. Ch Ed Science Spec. B–(MA) .....	629		
Psychology—Human Relations (MA) .....	368	Middle. Ch Ed Science Spec. C–(MA) .....	630		
Psychology—Organization Psychology and Behavior (MA) .....	370	Music Education (Cert).....	663		
Sociology (MA) .....	372	Music Teacher (MA) .....	662		
Spanish (MA) .....	373	Physical Education Teacher (MSEd) .....	664		
Speech—Audiology (MS) .....	376	Physics Teacher, 7–12 (MA) .....	655		
Speech—Language Pathology (MS) .....	378	School Counseling (Cert) .....	648		
Speech—Public Communication (MA).....	375	School Counseling (MSEd).....	646		
Television and Radio (MS) .....	380	School Psychologist (Bilingual) .....	549		
Television Production (MFA) .....	382	School Psychologist (Cert).....	543		
		School Psychologist (MSEd) .....	544		



















