GRADUATE PROGRAMS
SUNY Potsdam is one of 12 University Colleges in the SUNY system offering graduate degree programs of study. Please refer to the Graduate Catalog for admissions deadlines. The three schools making up SUNY Potsdam offer the following programs.

School of Arts and Sciences
The School of Arts and Sciences offers two Master of Arts programs: English and Communication, and Mathematics.

The M.A. in English and Communication prepares students for teaching or professional careers. Applicants should have earned a bachelor’s degree with a major in English, Communication, or Writing. Outstanding applicants who hold degrees in other areas may be admitted, but they should be aware that additional coursework might be required. They must submit three letters of recommendation (including at least two from undergraduate professors of English) and official transcripts of all college-level courses. A minimum GPA of 3.0 in the most recent 60 semester hours of undergraduate study is required.

The M.A. in Mathematics is designed to develop students’ abilities to work independently and to enable them to obtain a basic knowledge of algebra, real and complex variables and topology. The program prepares students for both postgraduate study and careers in the field of mathematics. Admission requirements include a baccalaureate degree from an accredited college, three letters of recommendation (two of which must be from members of the mathematics department from whom the applicant has taken courses) and a minimum GPA of 3.0 in all undergraduate coursework in mathematics.

There is also a mathematics honors program, which allows students to achieve a combined B.A./M.A. within a four-year time period. Students enter this program on the recommendation of the mathematics faculty.

School of Education and Professional Studies
Two master’s degree programs are offered in the School of Education and Professional Studies for students who have completed a baccalaureate degree: a Master of Science in Education and a Master of Science in Teaching.

The M.S. in Education leads to professional teacher certification at the early childhood, childhood, and adolescent level. M.S. in Education programs leading to initial certification are also available in literacy, special education, and information and communications technology. The M.S.T. degree offers a graduate program leading to initial teacher certification in childhood or adolescence education to students with liberal arts backgrounds, but who have no undergraduate teacher education coursework or experience.

Graduates of the master’s degree programs are also required to complete three years of successful teaching experience at an appropriate grade level to be eligible for professional certification.

The Crane School of Music
The Crane School of Music offers programs leading to the Master of Music in music education, performance and composition. These programs are designed to meet students’ interests, needs and requirements within a framework that provides opportunities to pursue a balance of academic and professionally oriented courses.

Graduate Catalog
To obtain a Graduate Catalog, contact Graduate Studies, SUNY Potsdam, 44 Pierrepont Avenue, Potsdam, New York 13676; toll-free 800-458-1142 or dial direct 315-267-2543. Digital versions of the catalog also are available on the College’s website: www.potsdam.edu/gradstudies.

Extension Programs
SUNY Potsdam offers a variety of undergraduate and graduate degree programs and courses at off-campus locations throughout the North Country, including an Extension Center on the campus of Jefferson Community College in Watertown.

For information regarding extension programs and courses, contact the Office of Extended Education, toll-free (800) 458-1142 or dial direct, 315-267-2166 or go to www.potsdam.edu/exted. The Office is located in 206 Raymond.

EXTENDED AND COMMUNITY EDUCATION PROGRAMS AND SERVICES
Office of Extended Education
The Office of Extended Education coordinates the following credit-bearing programs and services for the College: Summer Session, Winterim, Extension Programs, Distance Learning Courses (including online courses), the College Advancement Program (CAP) for qualified high school junior and senior-level students, the College in High School Program (CHS) with participating high schools, and the admission, registration and monitoring of satisfactory academic progress of all undergraduate non-matriculated students.

For further information, schedules, locations, please call 315-267-2166 or 800-458-1142, or visit our website at www.potsdam.edu/exted. The Office is located in 206 Raymond.

Summer Session
SUNY Potsdam’s Summer Session Program is an integral part of the year-round academic program. A number of different sessions, of varying length, are offered throughout the summer beginning immediately after May graduation and ending in the middle of August. The first session, beginning in the middle of May, is particularly advantageous for students who need to complete their coursework prior to the start of their summer employment or other family vacation plans typically occurring during these months. Several other sessions offered during the summer begin after high school graduation in June and are well suited for graduating seniors and school personnel who wish to enroll in credit classes.

Graduate and undergraduate courses are offered in all sessions and are scheduled throughout the day from early morning to late afternoon and evening. Domestic and international travel courses are typically offered as part of the College’s comprehensive summer session program, as well as a growing number of online courses. The maximum credit hours a student can enroll for in a six-week summer session is seven and four credit hours in a three week session.

Students enrolling in courses offered in overlapping sessions are limited to a maximum of seven credit hours. A preliminary summer session schedule is available on our website in mid-November each year and final summer session schedule is available by the beginning of March.
This information can be found on the College’s website at www.potsdam.edu/exted.

For additional information, assistance or to receive a Summer Session bulletin, please call 800-458-1142 or 315-267-2166.

Winterim Session
The Office of Extended Education coordinates a Winterim Session which offers a three-week session beginning the last week of December and a two-week session beginning in the first week of January. Students enroll in this session for a variety of reasons including completing required prerequisite courses or taking advantage of special topic or special domestic and international travel courses that are not offered in regular fall and spring semesters. A growing number of online, distance learning courses are also offered in Winterim. Enrollment is open to matriculated and non-matriculated students enrolled at SUNY Potsdam or at other colleges and universities. The course schedule for Winterim is available on our website at www.potsdam.edu/exted in early September with registration beginning in mid-October.

Undergraduate Extension Degree Programs
The College offers an undergraduate Bachelor of Science (B.S.) degree completion program in Business Administration on the campus of Jefferson Community College, located in Watertown. The program is designed for individuals who have completed an Associate Degree or have earned approximately 60 hours of college credits. The courses are scheduled weekday evenings, Saturdays, or via distance learning to accommodate the needs of students who have work or other family commitments during the weekday. Some courses in this program are delivered online, via the internet, a distance learning classroom, and on the Potsdam campus. To assist prospective and current students in this program, a coordinator/adviser is available on JCC’s campus during regularly scheduled office hours or by appointment. Multi-year schedule templates are available to assist students in completing their degree on a timely basis.

Please call 315-786-2257 for further information or to schedule an appointment.

Graduate Extension Degree and Certificate Programs
In coordination with the School of Education and Professional Studies, the Office of Extended Education coordinates the courses for following Master’s degree programs in Watertown:
• M.S.Ed. Literacy Specialist (Birth-Grade 6);
• M.S.Ed. Literacy Specialist (Grades 5-12);
• M.S.Ed. Literacy Educator;
• M.S.Ed. Curriculum and Instruction;
• M.S.T. Childhood Education (Grades 1-6); and
• M.S.Ed. Information and Communication Technology, Organizational Leadership Track
• Post-graduate certificate in Inclusive and Special Education

The courses meet on the campus of Jefferson Community College, or on Ft. Drum, and are scheduled weekday evenings, Saturdays, or via distance learning, to accommodate the needs of students who have work or other family commitments during the week. Some courses in this program are delivered online, via the internet, a distance learning classroom, and on the Potsdam campus. Multi-year schedule templates are available to assist students in completing their degree on a timely basis.

SUNY Potsdam’s Watertown Graduate Education Coordinator is available on JCC’s campus during regularly scheduled office hours or by appointment, to assist prospective and current students throughout their course of study. The Coordinator’s office is located in the Extended Learning Center on the campus of Jefferson Community College. Please call 315-786-2373 for further information, or to schedule an appointment.

Distance Learning Course Offerings
The Office of Extended Education coordinates the scheduling of all distance learning (online and hybrid/blended) credit-bearing courses for the College. A variety of undergraduate and graduate Distance Learning courses are offered throughout the academic year, as well as in the summer and Winterim Sessions.

Further information regarding summer and Winterim sessions can be found on the Office of Extended Education webpage: www.potsdam.edu/exted.

A schedule of Distance Learning courses can be found on the Online & Hybrid courses webpage: www.potsdam.edu/academics/online.

Non-Matriculated Undergraduate Students
The Office of Extended Education is responsible for admitting and registering all non-matriculated undergraduate students to the College, as well as monitoring their satisfactory academic progress. Please refer to pages 14 and 25 for detailed admission requirements, registration procedures and satisfactory academic progress policies.

College Advancement Program (CAP)
The College offers qualified high school junior and senior-level students the opportunity to enroll in regularly scheduled undergraduate courses for college credit with the approval of the faculty member teaching the course. Admission requirements are: Minimum 80.0 grade point in a Regents/college preparatory curriculum as indicated on an official high school transcript; a letter of recommendation from the high school principal and/or guidance counselor; and completion of the online Student Health Services forms.

College in High School Program (CHS)
Together with participating area high schools, the College offers qualified high school junior and senior students the opportunity to enroll in mutually agreed upon high schools courses and receive SUNY Potsdam college credit for their satisfactory completion. Tuition and fees for these courses are offered at a reduced rate which is significantly less than the normal per credit tuition and fee rates. Admission requirements are the same as for the College Advancement Program (see above for details). Further information is available on the Extended Education website: www.potsdam.edu/exted.

Center for Lifelong Education and Recreation (CLEAR)
Non-Credit Courses
A variety of non-credit activities are offered throughout the year for children and adults. They include youth recreation and enrichment programs, adult fitness classes, as well as a variety of opportunities for adult personal and professional enrichment. These programs are open to SUNY Potsdam students, faculty, and staff, as well as members of the surrounding communities.

For information on offerings please visit our website: www.potsdam.edu/community/noncredit or call 315-267-2167.
Summer Camps
The Center for Life Long Education and Recreation offers a variety of summer, day and resident camps, for children and young adults. One of our most popular camps is the Crane Youth Music camp, which is offered over a two-week period beginning in late June. Other camps typically offered each summer are the “Bears” International Summer Basketball residential camp, numerous athletic day camps, and preschool enrichment day camp programs.

Conferences, Events, Meetings and Workshops
A large number of events, meetings, workshops and conferences are both coordinated and offered through this Office. Many of these are regional, national, and international in scope. The College encourages the use of its many fine and varied facilities by outside groups and organizations for these types of activities. A Conference and Events Services brochure is available through the Center for Lifelong Education and Recreation. Please call for additional information and details 315-267-2167 or visit our website at www.potsdam.edu/community/conferences.

ATHLETICS AND PHYSICAL EDUCATION
Contact Person: James Zalacca, Director of Athletics and Phys. Ed. 232 Maxcy, 315-267-2314, zalaccja@potsdam.edu

Each student must complete four activities of appropriately designated physical education courses in addition to the 120 academic credit hours required for the B.A. or the 124 required for the B.M. degree. A course approved for General Education Physical Education/Health and Wellness designation and also for a Mode of Inquiry may simultaneously serve toward the completion of both the academic requirement and one course of the physical education requirement. Transfer students who have not completed this requirement must earn one semester hour of physical education for every 30 credit hours enrolled at SUNY Potsdam, not to exceed a maximum of four credit hours or the equivalent.

Two semesters of participation in varsity sports fulfills the General Education Physical Education/Health and Wellness requirement.

A maximum of one-half of the student’s requirement may be fulfilled by satisfactory completion of the same course twice.

Note: Courses numbered PE 100-299 do not count for academic credit hours and cannot be used to fulfill any requirements except the General Education Physical Education and Wellness requirement. Courses numbered PE 300-499 count for non-liberal arts academic credit hours.

Physical Education Course Descriptions (non-liberal arts credit)
PE 195, 295, 395, 495 – Special Topics (1-12)
PE 198, 298, 398, 498 – Tutorial (1-3)
PE 101-241 – Physical Education Activities (1) Development of skill for appreciation of a variety of activities for fitness and lifetime recreation. Count toward General Education Physical Education/Health and Wellness requirement.

Present course offerings are as follows. Other activities are offered at various times based on student interests and faculty expertise.
PE 102 – Badminton
PE 106 – Advanced Conditioning
PE 108 – Aerobic Kick-Boxing
PE 114 – Golf
PE 116 – Hatha Yoga
PE 118 – Basketball
PE 119 – Soccer
PE 120 – Ultimate Frisbee
PE 121 – Ice Skating
PE 123 – Jogging and Conditioning
PE 124* – Physical Education Activities (*See department chair)
PE 125 – Self Defense
PE 127 – Racquetball
PE 128 – Softball
PE 131 – Swim for Fitness
PE 133 – Tennis
PE 135 – Volleyball
PE 136 – Weight Training

PE 148 – Cooperative Activities (1) Non-academic credit. Course instructs future teachers how to utilize free time in the classroom by incorporating the entire class in cooperative activities. Develops the knowledge to facilitate games and execute them safely and effectively. Students participate in daily activities and on two occasions teach two activities of their choice.

PE 155 – Weight Loss (1) Path Weighs Weight Loss Class. This course is intended to help students who are overweight begin to exercise and eat in a manner to safely lose weight. Students must have a Body Mass Index (BMI) of 25 or more to be eligible for this course. Regular visits to Student Health Services and working out a minimum of 1 hour four days a week are required, in addition to lecture attendance.

PE 300 – Lifeguarding (2) Provides Lifeguarding training and Waterfront certification. Prerequisites: Must be able to swim 500 yards continuous (200 yds. freestyle, 100 yds breast stroke, 200 yds. combination of freestyle & breaststroke). Gen Ed: fulfills 1 PE activity requirement. Counts for 2 non-liberal arts academic credits.

PE 305 – Personal Training Fundamentals (4) The Personal Training Fundamental course provides an overview of the personal training profession and aids students in preparation to sit for the American Council on Exercise (ACE) National Personal Fitness Instructor Certification Exam. Key course topics include: exercise science and theory; health and fitness assessment, administration; program design and implementation; nutrition and lifestyle modification and professional administrative considerations. The course is delivered in both classroom and practical settings. Students will receive American Red Cross CPR and First Aid training. Registration for the ACE exam is optional. Spring.