

# UCTimes

The University College  
student newsletter

## Registration and Payment Information for Spring 2010

If a student has attended UC during the past year or has requested a spring 2010 credit schedule, the schedule will be mailed in early November.

**MAIL and FAX** registration is available to all UC students and is ongoing through the January 8, 2010 postmark and fax deadline. Payment option forms must accompany mail or fax registration. Any necessary payment must accompany mail registration. Faxed registrations will not be processed until any necessary payment is posted to the student's bursar account. Students should use in-person registration after the postmark and fax deadline.

**IN-PERSON** registration is available to all UC students and is ongoing through January 26. Payment-option paperwork must accompany student registration, and any necessary payment must be made at the time of registration. Beginning January 19, a late registration fee of \$50 will be required from any student who has not yet registered for the spring 2010 term. This fee is due at the time of registration.

**WEB** registration is available to returning students only, and is ongoing November 11 through January 26. Payment-option paperwork must be received in the UC Bursar and Registration office along with any necessary payment within 7 business days of registering. Beginning January 19, a late registration fee of \$50 will be required from any student who has not yet registered for the spring 2010 term. This fee is due with your payment-option paperwork within 7 business days.

**SPRING CLASSES** begin on January 19, 2010. **The last day to add a spring 2010 class is January 26.** The last day to elect/rescind, audit, or select a pass/fail grading option for spring 2010 is February 2. The add/drop deadlines for the term are published in the spring 2010 credit schedule, online at [uc.syr.edu](http://uc.syr.edu), and by phoning

315-443-4135. Flexible format classes have irregular start or end dates and have unique deadlines that can be explained by your Student Services Coordinator at 315-443-4135.

**KNOW YOUR DEADLINES!** Drops are processed as of the day they are received in the UC Bursar and Registration Office. Check the deadlines and submit your form on time!

## Center for Career Services

Career Services, located in Suite 235 of the Schine Student Center, encourages UC students to take advantage of our services, resources, and events for help in planning your careers. Career Services can assist students in evaluating their skills, interests, and strengths, and targeting potential career and academic options. Career consultants also discuss job search skills, search strategies, and plans for further study. Valuable information can be found on the Career Services website, <http://careerservices.syr.edu>.

Check out **OrangeLink**, Syracuse University's online job/internship search database, to view job and internship opportunities submitted to the University, along with important recruitment dates and deadlines. You can visit Career Services in Suite 235 of the Schine Student Center or call 443-3616 for more information.

## What's New in MySlice

Syracuse University has established e-mail as a primary vehicle for official communication with students, faculty, and staff. An official e-mail address is established and assigned by Information Technology and Services (ITS) for each registered student. All University communications sent via e-mail will be sent to this address. Information about using SUmmail is available on the Web at <http://its.syr.edu/email/sumail/>.

You may redirect your official [syr.edu](http://syr.edu) e-mail to another address, such as @hotmail.com, @Yahoo.com, or @aol.com.

## UC Office Hours through May 14, 2010

**Academic Advising:**  
Monday-Thursday, 8:30 a.m.-8 p.m.;  
Friday, 8:30 a.m.-5 p.m.

**Bursar & Registration:**  
Monday- Thursday, 8:30 a.m.-8 p.m.;  
Friday, 11 a.m.-5 p.m.

**Financial Aid:**  
Monday, Thursday & Friday:  
8:30 a.m.-5 p.m.  
Tuesday & Wednesday: 8:30 a.m.-8 p.m.

**Offices close:** 5 p.m. on Nov. 25 and Dec. 23.

**All Offices Closed:** Nov. 26-27,  
Dec. 24. 2009-Jan. 1, 2010; Jan. 18, 2010.

**Academic Calendar Update:**  
Classes will be held during the  
SU Showcase, April 19, 2010.

The University recommends that students access their official [syr.edu](http://syr.edu) e-mail address by using SUmmail. Those who choose to redirect their [syr.edu](http://syr.edu) e-mail to another address do so at their own risk.

Students with existing MyMail accounts can opt into SUmmail at <http://getsumail.syr.edu>. Questions? Call the ITS Help Center at 315-443-2677 or e-mail [help@syr.edu](mailto:help@syr.edu).

Students may receive a mid-semester progress report indicating how they are doing academically. Contact the UC Academic Advising office for assistance.

## ORANGE ALERT

Directed by the Department of Public Safety, ORANGE ALERT is designed to provide rapid notification and instruction to SU students, faculty and staff, and SUNY ESF students in the event of a crisis in progress—an instance in which there is immediate threat of physical harm to members of the campus community.

When activated, ORANGE ALERT uses various communication mechanisms—including e-mail, text messaging and

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cell/landline phone calls—to send a brief notice about the situation and instructions on what to do.

ORANGE ALERT contact information is drawn from MySlice. To review and/or modify your contact information, log in to MySlice, click on the “ORANGE ALERT” link, and then review/modify and save your information.

For more information, visit <http://public-safety.syr.edu> or contact 315-443-2224 or [OrangeAlert@syr.edu](mailto:OrangeAlert@syr.edu).

## SU I.D. Card Info for New Students

Your SU I.D. card will serve as your official University identification and will give you access to library privileges, computer clusters, shuttle buses, and athletic facilities. If you haven’t made arrangements for your picture I.D. card, you must do so soon. If you were issued a temporary I.D. card when you registered, that temporary card expired 30 days after the start of the semester.

To receive your permanent I.D. card, you need to be registered for classes and have another form of photo I.D. for identification purposes when you go to the I.D. Card Services Office in 206 Steele Hall. The office is open Monday through Friday from 8:30 a.m. to 5 p.m.

If you have questions about I.D. cards, call the I.D. card office at 315-443-2726.

## Academic Support Services

**Writing consultants** Writing consultants are available for one-to-one tutoring with part-time students at The Writing Center, 101 H.B. Crouse (on the Quad), or online. Consultations are available Monday–Thursday, 9 a.m. to 9 p.m.; Fridays, 9 a.m. to 5 p.m., and Sundays by appointment. To schedule a face-to-face or online chat appointment, go to <http://wc.syr.edu/> and follow the on-screen directions. If you do not have access to the Web or have difficulty logging in, please phone 315-443-5289. Brief concerns or questions may also be e-mailed to consultants. Visit <http://wc.syr.edu/ewc> for more information. This resource is open to all part-time students, at any writing skill level, who are enrolled at Syracuse University.

The **Math Clinic** is available for all part-time students enrolled in math or science courses. The clinic for UC students is held on Mondays and Tuesdays, 7-8:30 p.m., at the marked clinic table in the reading room on the second floor of Carnegie Library.

## Did You Know...?

- A **NetID**, or network ID, is a personal identifier assigned to SU students that allows them to access many SU computing resources. The account allows students access to their personal data on MySlice. New matriculated students can activate their NetID soon after they have been officially notified of their acceptance. Nonmatriculated students can activate their net ID 24 hours after they are “created” as students by the UC Bursar and Registration office. If you have never activated your account, go to [its.syr.edu/netid](http://its.syr.edu/netid). You will need your SUID and PIN to “pick up your account.” After activating your NetID, go back to [its.syr.edu](http://its.syr.edu) and click on e-mail to pick up your SU e-mail address.
- You can view a pdf version of the **Schedule of Classes** at <http://registrar.syr.edu>. Click on Schedule of Classes for access to the searchable online schedule of classes through MySlice and the Schedule of Classes publication in pdf format. Be sure the bookmarks on the left side of the page are open for easy access to the courses in each School/College.
- Instructors have the option to drop students (**Administrative Drops** - *SU Academic Rules & Regulations 8.1.2.1*) who do not attend the first week of class (up to and including the add deadline). If an emergency prevents a student from attending the first week, he/she must contact the instructor before the add deadline to affirm his/her intention to continue in the course. **Administrative drops** must be completed by the financial drop deadline, three weeks from the first day of class.
- Syracuse University policy mandates that matriculated distance learning graduate students who are not registering for coursework must register for **GRD 998 “Degree in Progress.”** Registration for GRD 998 is for zero units only and does not incur any tuition cost. This registration

keeps your record active and retains continued access to campus resources such as the library and computing services.

- **“Don’t Walk Alone,”** SU’s Student Marshal program, provides a walking escort service, which is available to University students, faculty, and staff members. Walking escorts are provided from academic buildings to residence hall or parking facilities, and vice versa. Escorts can be requested by calling the Department of Public Safety at 315-443-SAFE. Student marshals provide walking escorts during the hours of 5 p.m. to 3 a.m. throughout the academic year.
- Syracuse University complies fully with the provisions of the **Family Educational Rights and Privacy Act of 1974**. Detailed information can be found in the Part-Time Studies at Syracuse University Student Planner.
- SU evening classes are rarely canceled due to inclement weather, because the campus has to stay open to serve residential students. Students who travel some distance to class should regularly check the SU hotline at 315-443-1870 or Campus Hot News/Announcements on the web at <http://sunews.syr.edu>. Students who are out of town and cannot travel safely due to local conditions, should not come to class. Faculty members will be asked to give students consideration under the circumstances.
- A monthly payment plan is available to students. **To enroll in the “Student Deferred Tuition Plan”** students must pay 25 percent of tuition and all fees when registering and complete a promissory note agreeing to pay the balance and any additional charges in three monthly installments.
- **The Employer Tuition Reimbursement Plan** enables students to postpone tuition payment for a specified period of time. Contact your employer to see if tuition benefits may be available. If they are, complete the application form included in the credit schedule and present with registration.

# UCTiMES Financial Aid Update Fall 09

The University College student newsletter

## Stafford Loan Limits

Monitor your borrowing at [www.nsls.ed.gov](http://www.nsls.ed.gov) using your Department of Education Personal Identification Number (PIN). It's the same PIN you use when completing your FAFSA each year. As always, we urge careful consideration when planning to incur new or additional debt.

STAFFORD ANNUAL LOAN LIMITS		
Academic Level	Base Student Loan (Subsidized & Unsubsidized)	Independent Student Additional Unsubsidized
First Year (0-23 Credits)	\$3,500	\$6,000
Second Year (24-53 Credits)	\$4,500	\$6,000
Third Year & beyond (54+ Credits)	\$5,500	\$7,000
Graduate Students	\$8,500	\$12,000

## Total Borrowing Considerations

University College closely monitors and limits borrowing to protect a student's ability to borrow for the duration of degree completion and to assist students with overall debt management. Your financial aid advisor may contact you if your requested amount appears that it may impact your ability to complete your degree. You may review your borrowing online at [www.nsls.ed.gov](http://www.nsls.ed.gov)

## Galaxy Grants Help Matriculated Undergraduate Students Reach for Their Stars!

Galaxy Grants are being posted late this year, and will appear by Thanksgiving. Galaxy Grants recognize academic achievement as well as academic level, and range from \$200 to \$500. These grants are awarded once per level change, at the first term of enrollment when the student moves up an academic level. The Galaxy Grant program represents a mutual commitment between serious part-time students and University College. A full description of the program is at [www.uc.syr.edu/galaxygrants](http://www.uc.syr.edu/galaxygrants).

## Application

Financial Aid Application Priority Deadlines are set to determine by which date you should complete your aid application. University College aid is limited. Early application is strongly recommended. Eligible students may be denied a grant if money has been depleted.

All FAFSA applications must be completed online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (SU College code 002882). UC aid applications are available online at <http://uc.syr.edu/aidforms>, in-person at University College, or may be requested at 315-443-YesU (9378) and by e-mail at [parttime@uc.syr.edu](mailto:parttime@uc.syr.edu).

Reminder: the 09-10 FAFSA covers the fall '09, spring '10 and summer '10 terms. You must apply annually to receive aid.

2010-2011 FAFSA available online beginning January 1, 2010. 2009-2010 FAFSAs can no longer be filed after June 30, 2010.

## Child Care Support Available

Undergraduate students who demonstrate financial need may qualify for funds to support child care while they attend classes. If you are interested, the application can be downloaded from our web site, <http://uc.syr.edu/aidforms>, or contact your Financial Aid Advisor.

## Tuition Deferment

Students using financial aid as a form of payment when registering must first have all required forms on file with the UC Financial Aid Office. Once all required forms are on file, your financial aid advisor reviews your records and establishes your financial aid awards. This process usually takes five to ten business days. The forms will be entered into Syracuse University's student administration system, where they will be available for the Bursar & Registration staff to see as "Anticipated Aid." Students may see their posted awards at [MySlice.syr.edu](http://MySlice.syr.edu) in their Financial Aid Portfolio. The Initial Financial Award Notice will be sent to the student's permanent address. Revision notification, if needed, will be made via e-mail, to the student's Syracuse account ([syr.edu](mailto:syr.edu)). If your aid does not cover all of your charges, you will be required to pay the remainder. You may use the student-deferred tuition plan by placing 25% down of the remainder and paying 25% per month during the semester. Financial Aid may not be used as the down payment.

## Undergraduate Scholarships

University College has a number of undergraduate scholarships for which you may be eligible. A complete listing is available at our web site, <http://uc.syr.edu/financialaid> and in the UC Student Planner.

Students who earn academic scholarships or recognition awards from outside sources must report them to the financial aid office. They may be used to fill any unmet need or reduce federal loans or work study.

Students who receive a tuition benefit based on employment will have their need-based University College Grants and Scholarships reduced by the amount of that benefit. However, students may retain the University College merit-based scholarship as long as the tuition benefit and the merit-based scholarship do not exceed the student's cost of tuition.

## New York State Resident Undergraduates Aid for Part-time Study applications

APTS FUNDS ARE EXHAUSTED FOR THE '09-'10 YEAR

The Aid for Part-time Study program is a grant program financed by New York State in conjunction with participating educational institutions throughout the state. The program allows a student up to \$2,000 per year. The actual grant awarded through University College will vary, depending on annual state allocation and number of applicants.

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In recent years, we have been funded so that awards of \$250 per term are made to students with high financial need (low Expected Family Contribution as determined by the need analysis methodology used by the U.S. Department of Education from FAFSA data). Eligibility and income limit information, as well as the application, are located on University College's Financial Aid office web site, [www.uc.syr.edu/aidforms](http://www.uc.syr.edu/aidforms). HEOP students must apply for APTS. A copy of the 2008 NYS tax return must accompany application.

You must declare your major by the time you have junior standing in order to receive APTS.

### **Part-Time TAP (Tuition Assistance Program)**

Part-Time TAP became available beginning in the fall '07 semester. To qualify, students who were first-time freshmen in 2006-07 or later, carrying 12 or more credits in each

of the first two consecutive terms of study, may be eligible for Part-Time TAP when studying part-time later in their undergraduate study. If this applies to you, bring your TAP notice to the UC Financial Aid Office so your Part-Time TAP can be calculated.

### **Satisfactory Academic Progress**

Federal regulations require that SU monitors the academic progress of students who have received any type of federal financial aid, including Federal Work Study, Federal Stafford Loan, Federal SEOG, Federal Pell Grant, and Federal Perkins Loans. Academic progress is defined as earning a minimum number of academic credits of those attempted and maintaining a minimum grade point average (GPA). Students may obtain a complete copy of the satisfactory academic progress policy and chart in the Student Planner, on UC's web site, [www.uc.syr.edu/aidforms](http://www.uc.syr.edu/aidforms), or from the UC Financial Aid Office.

### **Note About Looking at Your FA Portfolio**

When viewing awards in your Financial Aid Portfolio, you will see the full academic year's awards. They are not displayed by semester. If you wish to see semester amounts, look in your student account, either in "term summary" or "anticipated aid."

### **Graduate PLUS loans**

Graduate and Professional students may borrow under the Federal PLUS loan up to their full cost of attendance. Review the credit options tab of your financial aid portfolio at <https://MySlice.syr.edu> for details.

### **Reminder**

Dropping a course may affect your aid. Stafford loan borrowers must be enrolled for a minimum of six (6) credits per semester to remain eligible for loans and/or to continue in-school deferment status. You may wish to contact your financial aid advisor if you will be dropping below 6 credits.

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