

# NYIT Academic Catalogs 2018–2019



Welcome to New York Institute of Technology's online course catalog. Use this searchable resource to find detailed information about all of NYIT's schools, colleges, and degree programs, including descriptions of the faculty members and courses. You will also note resources such as student activities and global programs that enhance and expand life at NYIT.

[Browse all courses](#)

## New York and U.S. Campuses

### Long Island

Northern Boulevard  
P.O. Box 8000  
Old Westbury, NY 11568-8000  
516.686.1000

### Jonesboro, Arkansas

NYITCOM at Arkansas State  
P.O. Box 119  
State University, AR 72467  
870.972.2786

### New York City

1855 Broadway  
(at 61st Street)  
New York, NY 10023-7692

Global Campuses

Abu Dhabi, U.A.E.

CERT Technology Park  
P.O. Box 5464  
Al Muroor Road  
Abu Dhabi, United Arab Emirates  
+971.2.4048523

Nanjing, China

9 Wenyuan Road  
Qixia District  
Nanjing, Jiangsu  
P. R. China 210046  
+86.25.8586.6729

Vancouver, Canada

701 W. Georgia St., Suite 1700  
P.O. Box 10104  
Pacific Centre  
Vancouver, BC V7Y 1K8  
604.639.0942

Sites and Programs in:

Beijing, Nanchang, Shanghai, and Shenzhen, China

No person is authorized to make any representations or promises on behalf of the college other than those contained in this official catalog.

New York Institute of Technology is an equal-opportunity/affirmative-action employer. New York Institute of Technology reserves the right to delete any course described in this catalog for any reason and cannot guarantee enrollment into specific sections of desired courses. The college also reserves the right to effect any other changes in the curriculum, administration, tuition and fees, or any other phase of school activity without notice. The college expects each student to know and understand the information presented in this catalog.

THE NEW YORK INSTITUTE OF TECHNOLOGY CATALOG 2018–2019 is published by NYIT's Office of Strategic Communications and External Affairs (SCEA), Northern Boulevard, P.O. Box 8000, Old Westbury, NY 11568-8000. All rights reserved.

Help

Undergraduate Students 2018–2019 Catalog: Table of Contents





## About NYIT

- [Fast Facts](#)
- [Accrediting Agencies](#)
- [Campus Security](#)
- [Global Campuses and Programs](#)
- [Global Partnerships](#)
  
- [Administration](#)
- [Faculty Directory](#)
- [Board of Trustees](#)

## Admissions

- [Admissions: Undergraduate Students](#)

## Academics and Enrollment

- [Academic and Enrollment Support Services](#)
- [Academic Calendars](#)
- [Undergraduate Core Curriculum](#)
  
- [Honors and Awards](#)
- [Study Abroad](#)
- [Campus Maps](#)

## [Student Services](#)

- [Career Services](#)
- [Student Employment](#)
- [First-Year Programs](#)
- [International and Experiential Education](#)
  
- [Counseling and Wellness Services](#)
- [Athletics and Recreation](#)
- [Student Activities](#)
- [Alumni Placement](#)

## [Academic Policies](#)

- [Registration](#)

- [Change of Curriculum or Campus](#)
- [Undergraduate Students in Graduate Courses](#)
- [Grades and Credits](#)
- [Academic Standing](#)
- [Student Status](#)
- [Graduation](#)

- [Incomplete Grades Calendar](#)
- [HEGIS Code Table](#)

## Financial Aid

- [Financial Aid: Undergraduate Students](#)

## Tuition and Financial Policies

- [Tuition and Fees](#)
- [Cooperative Work-Study Programs](#)
- [Add/Drop Refund Policy](#)
- [Tuition Refund Insurance Plan](#)

- [Withdrawal/Dismissal Refund Policy](#)
- [Student Expenses](#)
- [Completion of Payments](#)
- [Collection Agency Fees](#)

## Other NYIT Policies

- [Notice of NYIT Policies and Procedures](#)
- [NYIT Statement on Non-Discrimination](#)
- [NYIT Policies Affecting Students](#)
- [Family Educational Rights and Privacy Act Annual Notice and Directory Information](#)

## Schools and Colleges

- [College of Arts and Sciences](#)
- [College of Engineering and Computing Sciences](#)
- [College of Osteopathic Medicine](#)
- [School of Architecture and Design](#)
- [School of Health Professions](#)
- [School of Interdisciplinary Studies and Education](#)
- [School of Management](#)

## Course Descriptions

- [Courses and Prefixes](#)

## Additional Programs

- [Air Force ROTC](#)
- [Army ROTC](#)
- [English Language Institute](#)
- [Extended Education](#)
- [Certificate in Global Health](#)
- [Vocational Independence Program](#)

For Library information visit [nyit.edu/library](https://nyit.edu/library).



## Advising or Academic Help

The Advising and Enrichment Center (AEC) offers comprehensive academic advising preparation, providing students with essential curriculum information and advisement resources. The schools and college are also committed to assisting you.

- [Advising Services](#)
- [List of Advisors and Schedules](#)
- [Semester Maps](#)

## Printing Help

You can print the Catalog in sections by visiting our [print page](#) or download full PDF versions.

## Contact Us

NYIT welcomes your feedback. To contact us, please email [scea@nyit.edu](mailto:scea@nyit.edu).

## General Information

## General Information



## About NYIT

- [Fast Facts](#)
- [Global Campuses and Programs](#)
- [Global Partnerships](#)
- [Study Abroad](#)

- [Accrediting Agencies](#)
- [Administration](#)
- [Faculty Directory](#)
- [Board of Trustees](#)

## Admissions



- [Admissions: Graduate Students](#)
- [Admissions: Undergraduate Students](#)

## Academics and Enrollment

- [Academic and Enrollment Support Services](#)
- [Academic Calendars](#)
- [Undergraduate Core Curriculum](#)
- [Honors and Awards](#)
- [Campus Maps](#)
- [Tuition and Fees](#)

## [Student Services](#)

- [Career Services](#)
- [Student Employment](#)
- [Alumni Placement](#)
- [First-Year Programs](#)
- [Athletics and Recreation](#)
- [Counseling and Wellness Services](#)
- [International and Experiential Education](#)
- [Student Activities](#)

General Information

# Academic Calendar



## Fall 2018 (September 5 – December 22)

---

**Aug. 27 – Sep. 4**

Registration for Fall, Cycles A and B. Register online at NYITConnect. Online registration available 24/7. Advisor approval required to register.

---

**September 3**

No classes scheduled. Administrative offices closed.

---

**September 5**

Fall and Cycle A classes begin.

---

**September 5 – 18**

Fall late registration and add/drop. Cycle A late registration and add/drop through the second class meeting.

---

**Sep. 12 – Oct. 23**

Cycle A withdrawal period. The W grade is assigned through the eighth class meeting. Beginning the ninth class meeting, the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**Sep. 19 – Dec. 15**

Fall withdrawal period. The W grade is assigned through October 30. Beginning October 31, the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**September 21**

Last day to apply for December 2018 graduation. Students must apply online at NYITConnect.

---

**October 8**

No day classes scheduled. Evening classes meet. Administrative offices closed.

---

**October 24 – 25**

Cycle A final exams.

---

**October 25**

Last day to satisfy incomplete grades earned in Cycle D 2018.

---

**October 29**

Cycle B classes begin. Cycle B late registration and add/drop through second class meeting.

---

**October 29**

Priority academic advisement begins for Spring, Cycles C and D, and Intersession.

---

**Oct. 31 – Dec. 15**

Fall withdrawal period continues. W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**November 5 – 15**

Priority online registration for Spring, Cycles C and D, and Intersession.

---

**Nov. 5 – Dec. 18**

Cycle B withdrawal period. The W grade is assigned through the eighth class meeting. Beginning the ninth class meeting, the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**November 16**

Open registration.

---

**November 21 – 25**

No classes scheduled. Administrative offices closed.

---

**November 26**

Fall and Cycle B classes resume. Administrative offices open.

---

**December 11 – 14**

Makeup days for day classes only. Evening classes meet.

---

**December 16 – 22**

Fall final exams.

---

**December 19 – 20**

Cycle B final exams.

---

**December 22**

Last day to satisfy incomplete grades earned in Spring 2018 and Summer 2018 (all sessions).

---

**Intersession 2019 (January 2 – 15)**

---

**January 2**

Intersession classes begin. Intersession late registration and add/drop through second class meeting.

---

**January 4 – 14**

Intersession withdrawal period. W or WF grade may be assigned after the second class session. Student and instructor signatures required on withdrawal form.

---

**January 15**

Intersession final exams.

---

**Spring 2019 (January 22 – May 18)**

---

**January 14 – 18**

Registration for Spring, Cycles C and D. Register online at NYITConnect. Online registration available 24/7. Advisor approval required to register.

---

**January 21**

Martin Luther King Jr. Holiday. Administrative offices closed.

---

**January 22**

Spring and Cycle C classes begin.

---

**Jan. 22 – Feb. 4**



Spring late registration and add/drop. Cycle C late registration and add/drop through second class meeting.

---

**Jan. 29 – Mar. 12**

Cycle C withdrawal period. The W grade is assigned through the eighth class meeting. Beginning the ninth class meeting, the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**Feb. 5 – May 11**

Spring withdrawal period continues. W grade is assigned through March 26. Beginning March 27, the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**February 15**

Last day to apply for May 2019 Graduation. Students must apply online at NYITConnect.

---

**February 18**

No classes scheduled. Administrative offices closed. Monday classes meet on February 19.

---

**February 19**

Tuesday follows Monday schedule.

---

**March 12 – 13**

Cycle C final exams.

---

**March 14**

Last day to satisfy incomplete grades earned in Cycle A 2018.

---

**March 16 – 24**

Spring recess. No classes scheduled.

---

**March 25**

Cycle D classes begin. Late registration and add/drop through the second class meeting. Spring semester resumes.

---

**March 25**

Priority academic advisement begins for Summer, Fall, and Cycles A and B.

---

**Mar. 27 – May 11**

Spring withdrawal period. W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**Mar. 29 – May 14**

Cycle D withdrawal period. The W grade is assigned through the eighth class meeting. Beginning the ninth class meeting, the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**April 1**

Registration for Summer sessions begins.

---

**April 15 – 25**

Priority online registration for Fall, and Cycles A and B.

---

**April 26**

Open registration.

---

**May 8 – 10**

Makeup sessions for day, evening, and graduate classes.

---

**May 12 – 18**

Spring final exams.

---

**May 15 – 16**

Cycle D final exams.

---

**May 16**

Last day to satisfy incomplete grades earned in Cycle B 2018 and Intersession 2019.

---

**May 19**

Commencement

**Summer 2019 (May 22 – August 30)**

---

**May 22 – Jun. 18**

**Summer Session I (Four-Week Courses)**

- May 22 – 24: Late registration and program changes.
  - May 25 – Jun. 5: Withdrawal period, W grade may be assigned.
  - June 6 – 17: Withdrawal period, W or WF grade may be assigned.
- 

**May 22 – Jul. 2**

**Summer Session I (Six-Week Courses)**

- May 22 – 24: Late registration and program changes.
  - May 25 – Jun. 12: Withdrawal period, W grade may be assigned.
  - Jun. 13 – Jul. 1: Withdrawal period, W or WF grade may be assigned.
- 

**May 22 – Aug. 30**

**Summer Session III (Fourteen-Week Courses)**

- May 22 – Jun. 4: Late registration and program changes.
  - Jun. 5 – Jul. 16: Withdrawal period, W grade may be assigned.
  - Jul. 17 – Aug. 23: Withdrawal period, W or WF grade may be assigned.
- 

**May 27**

No classes scheduled. Administrative offices closed.

---

**June 28**

Last day to apply for August 2019 graduation. Students must apply online at NYITConnect.

---

**July 4**

No classes scheduled. Administrative offices closed.



**Jul. 8 – Aug. 2**

**Summer Session II (Four-Week Courses)**

- July 8 – 10: Late registration and program changes.
- July 11 – 21: Withdrawal period, W grade may be assigned.
- Jul. 22 – Aug. 1: Withdrawal period, W or WF grade may be assigned.

**Jul. 8 – Aug. 16**

**Summer Session II (Six-Week Courses)**

- July 8 – 10: Late registration and program changes.
- July 11 – 28: Withdrawal period, W grade may be assigned.
- Jul. 29 – Aug. 15: Withdrawal period, W or WF grade may be assigned.

**August 30**

Last day to satisfy incomplete grades earned in Fall 2018 and Cycle C 2019.

**General Information**

# Abu Dhabi Campus Academic Calendar



## Fall 2018 (September 16 – December 13)

**September 2 – 13**

Registration for Fall UG semester, Fall GR semester, and Cycle A.

**September 16**

Fall UG and GR semester, and Cycle A classes begin.



**September 16 – 20**

Cycle A late registration and program changes. 100% refund on courses dropped.

---

**September 16 – 27**

Fall UG and GR semester late registration and program changes. 100% refund on courses dropped.

---

**Sep. 21 – Nov. 3**

Cycle A withdrawal period. The W grade is assigned through October 11. Beginning October 12, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

---

**Sep. 28 – Dec. 8**

Fall UG semester withdrawal period. The W grade is assigned through November 1. Beginning November 2, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

---

**Sep. 28 – Jan. 19**

Fall GR semester withdrawal period. The W grade is assigned through November 15. Beginning November 16, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

---

**September 21**

Last day to apply for December 2018 graduation.

---

**October 25**

Last day to satisfy incomplete grades earned in Cycle D 2018.

---

**November 4 – 8**

Cycle A final exams.

---

**November 4 – 8**

Registration for Cycle B.

---

**November 8**

End of Cycle A. Instructors submit final grades.

---

**November 11**

Cycle B classes begin.

---

**November 11 – 15**

Cycle B late registration and program changes. 100% refund on courses dropped.

---

**Nov. 16 – Jan. 19**

Cycle B withdrawal period. The W grade is assigned through December 6. Beginning December 7, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

---

**December 9 – 13**

Fall UG semester final exams.

---

**December 13**

End of Fall UG semester. Instructors submit final grades.

---

**Dec. 16 – Jan. 5**

Midyear Vacation (three weeks).

---

**December 21**

Last day to satisfy incomplete grades earned in Spring and Summer 2018.

---

**January 6**

Cycle B and Fall GR semester classes resume.

---

**January 20 – 24**

Cycle B and Fall GR semester final exams.

---

**January 24**

End of Cycle B and Fall GR semester. Instructors submit final grades.

---

**Spring 2019 (January 13 – April 25)**

---

**January 6 – 10**

Registration for Spring UG semester.

---

**January 13**

Spring UG semester classes begin.

---

**January 13 – 24**

Spring UG semester late registration and program changes. 100% refund on courses dropped.

---

**January 20 – 24**

Registration for Spring GR semester and Cycle C.

---

**Jan. 25 – Apr. 20**

Spring UG semester withdrawal period. The W grade is assigned through February 28. Beginning March 1, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

---

**January 27**

Spring GR semester and Cycle C classes begin.

---

**January 27 – 31**

Cycle C late registration and program changes. 100% refund on courses dropped.

---

**Jan. 27 – Feb. 7**

Spring GR semester late registration and program changes. 100% refund on courses dropped.

---

**Feb. 1 – Mar. 16**

Cycle C withdrawal period. The W grade is assigned through February 21. Beginning February 22, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

---

**Feb. 8 – May 25**

Spring GR semester withdrawal period. The W grade is assigned through April 11. Beginning April 12, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

---

**February 15**

Last day to apply for May 2019 graduation.

---

**March 13**

Last day to satisfy incomplete grades earned in Cycle A 2018.

---

**March 17 – 21**

Cycle C final exams.

---

**March 17 – 21**

Registration for Cycle D.

---

**March 21**

End of Cycle C. Instructors submit final grades.

---

**March 24**

Cycle D classes begin.

---

**March 24 – 28**

Cycle D late registration and program changes. 100% refund on courses dropped.

---

**Mar. 29 – May 25**

Cycle D withdrawal period. The W grade is assigned through May 3. Beginning May 4, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

---

**Mar. 31 – Apr. 13**

Spring Break (two weeks).

---

**April 14**

Cycle D, Spring UG, and Spring GR semester classes resume.

---

**April 21 – 25**

Spring UG semester final exams.

---

**April 25**

End of Spring UG semester. Instructors submit final grades.

---

**May 16**

Last day to satisfy incomplete grades earned in Cycle B 2018.

---



**May 26 – 30**

Cycle D and Spring GR semester final exams.

**May 30**

End of Cycle D and Spring GR semester. Instructors submit final grades.

**Summer 2019 (May 5 – July 18)**

**Apr. 28 – May 2**

Registration for Summer Session I (undergraduate students).

**May 5**

Summer Session I classes begin.

**May 5 – 9**

Summer Session I late registration and program changes. 100% refund on courses dropped.

**May 10 – Jul. 13**

Summer Session I withdrawal period. The W grade is assigned through June 13. Beginning June 14, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

**May 26 – 30**

Registration for Summer Session II (graduate students).

**June 2**

Summer Session II classes begin.

**June 2 – 11**

Summer Session II late registration and program changes. 100% refund on courses dropped.

**Jun. 12 – Jul. 13**

Summer Session II withdrawal period. The W grade is assigned through June 29. Beginning June 30, the W or WF grade may be assigned. No refunds allowed, student and instructor signatures required on withdrawal form.

**July 14 – 18**

Summer Session I and II final exams.

**July 18**

End of Summer Session I and II. Instructors submit final grades.

**August 30**

Last day to satisfy incomplete grades for Fall 2018.

# Beijing Campus Academic Calendar



## Fall 2018 (September 10 – December 21)

---

### Aug. 27 – Sep. 9

Online course registration for all undergraduate students.

---

### September 3 – 7

NYIT administration meeting.

---

### September 5

NYIT faculty meeting and new teacher orientation.

---

### September 10

Fall semester begins. First day of classes.

---

### September 10 – 21

Fall late registration and add/drop period.

---

### Sep. 22 – Dec. 16

Fall withdrawal period. The W grade is assigned through November 2. Beginning November 3, WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

### September 24

Mid-Autumn Festival. Campus closed.

---

### October 1 – 7

China National Day. Campus closed for Golden Week.

---

**November 2**

Deadline to withdraw with a (W) grade.

---

**December 17 – 21**

Fall final exams.

---

**December 21**

All grades due. Instructors submit final grades to New York.

---

**December 21**

End of fall semester. Last day to satisfy incomplete grades earned in Spring 2018 semester.

---

**Spring 2019 (March 4 – June 21)**

---

**February 15**

Deadline to apply for Spring 2019 graduation.

---

**Feb. 18 – Mar. 3**

Online course registration for all undergraduate students.

---

**March 4**

Spring semester begins. First day of classes.

---

**March 4 – 15**

Late registration and add/drop period.

---

**Apr. 16 – Jun. 16**

Spring withdrawal period. The W grade is assigned through April 26. Beginning April 27, WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

**April 26**

Deadline to withdraw with a (W) grade.

---

**April 5**

Qingming Festival. Campus closed; no classes scheduled.

---

**Apr. 29 – May 1**

May Day Holiday. Campus closed; no classes scheduled.

---

**June 7**

Dragon Boat Festival. Campus closed; no classes scheduled.

---

**June 17 – 21**



Spring final exams.

**June 21**

All grades due. Instructors submit final grades to New York. Last day to satisfy incomplete grades earned in Fall 2018 semester.

General Information

# Nanjing Campus Academic Calendar



## Fall 2018 (September 3 – December 21)

**September 3**

Fall classes begin.

**September 3 – 14**

Spring late registration and program changes.

**Sep. 15 – Dec. 14**

Fall withdrawal period. The W grade is assigned through October 26. Beginning October 29, W or WF grades may be assigned. Student and instructor signatures required on withdrawal form.

**September 21**

Last day to apply for fall 2018 graduation.

**September 22 – 24**

Mid-Autumn Festival. No classes scheduled. Administrative offices closed. *(Classes for Monday, September 24 will be made up during the same week.)*

**October 1 – 7**

National Day. No classes scheduled. Administrative offices closed.

**December 17 – 21**

Fall final exams.

**December 21**

Last day to satisfy incomplete grades earned in the spring 2018 semester.

**Spring 2019 (February 18 – May 31)**

**February 18**

Spring classes begin.

**Feb. 18 – Mar. 1**

Spring late registration and program changes.

**Feb. 18 – May 24**

Spring withdrawal period. The W grade is assigned through April 12. Beginning April 15, W or WF grades may be assigned. Student and instructor signatures required on withdrawal form.

**March 4**

Last day to apply for June 2019 graduation. Students must meet with their advisors.

**April 5**

Chinese Qingming Festival. No classes scheduled. Administrative offices closed. *(Make-up classes will be scheduled for week 7 or 8.)*

**Apr. 29 – May 1**

Chinese May Day Holiday. No classes scheduled. Administrative offices closed. *(Make-up classes will be scheduled for weeks 10 – 12.)*

**May 27 – 31**

Spring final exams.

**May 31**

Last day to satisfy incomplete grades earned in the fall 2018 semester.

**General Information**

**Vancouver Campus Academic Calendar**





## Fall 2018 (September 4 – December 17)

---

### September 3

Labour Day (CAN). Campus closed. No classes scheduled. *Make-up class(es) will be administered September 4–7.*

---

### September 4

Fall term and classes begin.

---

### September 4

Late registration fee: A non-refundable fee is applied to continuing students who register after this date.

---

### September 4

Late payment fee: A non-refundable fee is applied to any account not paid in full after this date.

---

### September 4 – 17

Late registration and program changes (ONLY dropping classes or withdrawing from program permitted).

---

### Sep. 18 – Dec. 10

Withdrawal period. The W grade is assigned through October 29. Beginning October 30, the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

### September 21

Last day to apply for December 2018 graduation. Students must apply online at NYITConnect.

---

### October 8

Thanksgiving Day (CAN). Campus closed. No classes scheduled. *Make-up class(es) will be administered October 9–12.*

---



**November 1**

Admissions application deadline (international students) for all programs starting in Spring 2019. Applications received after November 1 will be processed for Summer 2019.

---

**November 12**

In lieu of Remembrance Day (CAN). Campus closed. No classes scheduled. *Make-up class(es) will be administered November 13–16.*

---

**November 19 – 30**

Academic advisement for spring registration.

---

**December 1**

Admissions application deadline (domestic students) for all programs starting in Spring 2019. Applications received after December 1 will be processed for Summer 2019.

---

**December 3 – 21**

Tuition prepayment period for Spring 2019 registration (MBA students should prepay 7.5 credits; EM, INCS, and IT students should prepay 6 credits).

---

**December 3 – 21**

Registration for Spring 2019. Register online at NYITConnect. Online registration available 24/7. Advisor approval and prepayment required to register.

---

**December 11 – 17**

Fall final exams.

---

**December 17**

Fall term and classes end.

---

**December 19**

Grades submission deadline.

---

**December 21**

Last day to satisfy incomplete grades earned in Spring 2018 and Summer 2018.

**Spring 2019 (January 14 – April 29)**

---

**Dec. 20 – Jan. 1**

Campus closed. No classes scheduled. Campus closed on January 1 New Year's Day.

---

**January 1**

Deadline to clear unpaid balance for Spring 2019 registration—Bursar financial hold will block any student account with an unpaid balance.

---

**January 8 – 9**

New student orientation.

---

**January 14**

Spring term and classes begin.

---

## January 14

Late registration fee: A non-refundable fee is applied to continuing students who register after this date.

---

## January 14

Late payment fee: A non-refundable fee is applied to any account not paid in full after this date.

---

## January 14 – 27

Late registration and program changes (ONLY dropping classes or withdrawing from program permitted).

---

## Jan. 28 – Apr. 22

Withdrawal period. The W grade is assigned through March 10. Beginning March 11, the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

---

## February 15

Last day to apply for May 2019 graduation. Students must apply online at NYITConnect.

---

## February 18

No classes scheduled. Administrative offices closed. *Make-up class(es) will be administered February 19–22.*

---

## March 1

Admissions application deadline (international students) for all programs starting in Summer 2019. Applications received after March 1 will be processed for Fall 2019.

---

## March 18 – 29

Academic advisement for summer registration.

---

## April 1

Admissions application deadline (domestic students) for all programs starting in Summer 2019. Applications received after April 1 will be processed for Fall 2019.

---

## April 1

Deadline for Summer 2019 course outlines and textbook orders.

---

## April 1 – 26

Tuition prepayment period for Summer 2019 registration (All students should prepay 6 credits for registration).

---

## April 1 – 26

Registration for Summer 2019. Register online at NYITConnect. Online registration available 24/7. Advisor approval and prepayment equired to register.

---

## April 19

Good Friday. No classes scheduled. Administrative offices closed. *Make-up class(es) will be administered April 15–18.*

---

## April 22

Easter Monday. No classes scheduled. Administrative offices closed. *Make-up class(es) will be administered April 23–26.*

**April 23 – 29**

Spring final exams.

**April 29**

Spring term and classes end.

**May 1**

Deadline to clear unpaid balance for Summer 2019 registration—Bursar financial hold will block any student account with an unpaid balance.

**May 1**

Grades submission deadline.

**Summer 2019 (May 21 – July 15)**

**May 7 – 10**

Alumni week and events. Classes in session.

**May 14 – 15**

New student orientation.

**May 19**

New York commencement.

**May 20**

Victoria Day. Campus closed. No classes scheduled. *Make-up class(es) will be administered May 21–24.*

**May 21**

Summer term begins.

**May 21**

Late registration fee: A non-refundable fee is applied to continuing students who register after this date.

**May 21**

Late payment fee: A non-refundable fee is applied to any account not paid in full after this date.

**May 21 – 27**

Late registration and program changes (ONLY dropping classes or withdrawing from program permitted).

**May 27 – Jul. 8**

Withdrawal period. The W grade is assigned through June 9. Beginning June 10 the W or WF grade may be assigned. Student and instructor signatures required on withdrawal form.

**May 28**

Vancouver graduation. No classes scheduled.



**June 28**

Last day to apply for August 2019 graduation. Students must apply online at NYITConnect.

**July 1**

Admissions application deadline (international students) for all programs starting in Fall 2019. Applications received after July 1 will be processed for Spring 2020.

**July 1**

Canada Day. Campus closed. No classes scheduled. *Make-up class(es) will be administered July 2–5.*

**July 8 – 26**

Tuition Prepayment Period for Fall 2019 registration (MBA students should prepay 7.5 credits; EM, INCS, and IT students should prepay 6 credits).

**July 8 – 26**

Registration for Fall 2019. Register online at NYITConnect. Online registration available 24/7. Advisor approval and prepayment required to register.

**July 9 – 15**

Summer final exams.

**July 15**

Summer term and classes end.

**July 18**

Grades submission deadline.

**August 1**

Deadline to clear unpaid balance for Fall 2019 registration—Bursar financial hold will block any student account with an unpaid balance.

**August 1**

Admissions application deadline (domestic students) for all programs starting in Fall 2019. Applications received after August 1 will be processed for Spring 2020.

**August 5**

B.C. Provincial Day. Campus closed. No classes scheduled.

**August 22**

New student orientation.

**August 31**

Last day to satisfy incomplete grades earned in Fall 2018.



NYIT offers students a wide range of academic and enrollment support services. These services range from supplemental academic programs available to specific students (HEOP and EduPlus) to resources available to all undergraduate NYIT students including academic advising, tutoring, and enrichment programs. Students are encouraged to take advantage of the available services that are designed to assist students in successfully achieving their academic and career goals at NYIT.

**Arthur O. Eve Higher Education Opportunity Program (HEOP):**

NYIT sponsors and administers the Arthur O. Eve Higher Education Opportunity Program (HEOP) on the Manhattan campus in conjunction with the New York State Department of Education. To be eligible for the program, students must be New York state residents whose educational experience and economic status indicate a need for academic and financial assistance to complete a college degree. The program provides a wide range of support that includes a five-week summer program for all incoming first-year students, strengthening of study skills, tutoring, individual and group counseling, and financial assistance. Participation requires enrollment in a full-time program at NYIT's Manhattan campus. For additional information, please visit [nyit.edu/heop](https://nyit.edu/heop).

**EduPlus Program:**

NYIT established EduPlus as part of its mission to improve access to opportunity for qualified students. The program provides supplemental enrichment for motivated students who would benefit from additional academic and personal support to reach their full potential. Freshmen applicants who demonstrate a passion for learning and a strong willingness to work toward their goals, but whose grades and test scores do not meet NYIT's regular admissions criteria, may be considered for admission by way of the EduPlus program at the Long Island (Old Westbury) or New York City (Manhattan) campus. EduPlus provides a wide range of additional support that includes a required weekly skill-building class, academic monitoring, targeted individual tutoring, and personal and career counseling. For additional information, please visit [nyit.edu/eduplus](https://nyit.edu/eduplus).

## Academic Advising

NYIT recognizes that academic advising is a critical component of the educational experience. As a result, a range of advising resources are available to assist students in creating meaningful educational plans that are compatible with their career goals. These resources include faculty advisors, Advising and Enrichment Center staff, peer advisors, and a comprehensive website with tools such as advisor schedules, semester maps, and advisement preparation guidelines.

**First-Semester Academic Advising:**

All incoming first-year students are advised by a first-semester advisor for their initial semester's courses. In addition to providing course selection guidance, first-semester advisors discuss degree requirements, share academic resources, and assist students with online course registration. For those requiring a placement exam, first-semester advisement occurs immediately following the exam. Students transition to a faculty advisor in their major for advisement in subsequent semesters.

**Faculty Advisor:**

Once advised for their first semester, students will meet with a faculty or staff advisor associated with their major for academic advisement for all future semesters. Advisors guide students with their educational planning and provide career-related advice. In order to ensure all curriculum requirements are being satisfied, students are required to meet with an advisor before registration each semester. Although advisors guide students through this process, the student must assume final responsibility for conforming to all college regulations and completing degree requirements. Advisor schedules are available at [nyit.edu/advising/find\\_an\\_advisor](https://nyit.edu/advising/find_an_advisor).



## Advising and Enrichment Center (AEC)

The Advising and Enrichment Center (AEC) offers advisement support and resources as well as academic support services and programs to undergraduate students within the NYIT community.

**AEC Advisors** are professional, generalist advisors who serve as first-semester advisors to incoming first-year students and incoming transfer students, as needed. Additionally, though students receive primary advisement from assigned faculty or staff within their academic departments, the AEC provides supplemental advising and graduation planning support to current undergraduate students. Students who need assistance with major exploration are also encouraged to visit the AEC to receive guidance on academic major options as well as the change-of-major process. For additional information, please visit [nyit.edu/advising](https://nyit.edu/advising).

**Peer Advisors (PAs)** are upperclassmen who work under the supervision of the AEC and provide support to undergraduate students in matters related to advisement and registration. Peer Advisors assist with the explanation of degree requirements, planning of future coursework, and navigation of online tools such as NYITConnect, Schedule Planner, and online registration. Peer Advisors also assist students with adjusting to university life by helping them become familiar with the policies and procedures outlined in the course catalog and student handbooks. For additional information, please visit [nyit.edu/advising/peer\\_advising](https://nyit.edu/advising/peer_advising).

In addition to offering advising support, the AEC team is committed to providing enrichment services and programs that help students reach their academic and career goals. Some such services are described below.

## Academic Support Services

**The Learning Center** helps NYIT students meet their academic goals by providing free tutoring and skill-building workshops. Experienced peer tutors offer assistance in a wide range of undergraduate courses and skill-building subjects, such as time management and study skills, in a one-on-one, online, or small group setting. For additional information, please visit [nyit.edu/tutoring](https://nyit.edu/tutoring).

**Online Tutoring** is available to all enrolled NYIT students. This service supplements Learning Center hours by offering real-time online tutoring for a variety of subjects, some of which are available 24 hours a day, seven days a week. Students can access online tutoring from their MyNYIT student portal. For additional information, please visit [nyit.edu/tutoring](https://nyit.edu/tutoring).

**Supplemental Instruction (SI)** is a non-remedial academic support program that targets historically challenging courses in an effort to increase student performance for those who participate in the program. Students who have successfully completed one of these courses, and are recommended by the faculty, are chosen as SI Leaders to facilitate regularly scheduled out-of-class SI sessions for students enrolled in the assigned course. SI sessions are seminars in which SI Leaders help further students' understanding of course concepts by reviewing notes, discussing readings, developing organizational tools, and preparing for examinations. For additional information, please visit [nyit.edu/si](https://nyit.edu/si).

**Academic Monitoring:** After each semester, students who are placed on academic probation are notified of their standing via email from the Registrar's Office. Each student is required to meet with an advisor from the Advising and Enrichment Center (AEC) to complete an Academic Probation Acknowledgment and Contract for Academic Success and is further encouraged to utilize campus resources (advising, tutoring, and counseling) to improve his or her academic standing. In an effort to monitor students' academic performance during the semester, the AEC sends midsemester progress report requests to faculty and meets with the students to discuss the results. Students on academic probation are required to visit the AEC prior to registering for classes.

**Save Our Student (SOS) Early Alert Initiative** allows faculty and staff to identify students who are demonstrating unsatisfactory progress or concerning academic behavior in their course (e.g., low in-progress grades, academic disengagement, or high rates of absenteeism) during the semester. AEC advisors receive the alert and follow up with the student to address the underlying issues that may be affecting his/her academic performance, create a plan for academic success, and/or refer the student to an appropriate department. For more information, visit the [Save Our Student Initiative](#).

**The Math Resource Center** provides free help with all math courses, including placement assistance, exam preparation, and background information. Patient and caring faculty from the math department provide tutorial assistance for all levels of mathematics. We deal with any anxiety you may be experiencing as well as the math concepts. Students are seen by appointment (preferred) or drop-in. For additional information, visit [nyit.edu/tutoring](https://nyit.edu/tutoring) or email [math@nyit.edu](mailto:math@nyit.edu).

**The Science Learning Center (SLC)** is designed to support students enrolled in science courses at NYIT in order to help students to perform better and excel in those courses. The objective of the SLC is to allocate additional time outside of the classroom for our students to review and enhance their understanding of the concepts discussed during lectures and/or labs. SLC is staffed by experienced teachers ready to assist students in science-related challenges and overcome the anxiety that often goes along with them. SLC provides free help for selected science courses including background concepts. For additional information, visit [nyit.edu/tutoring](https://nyit.edu/tutoring).

**The Writing Center** provides tutorial assistance for all types of writing assignments and tasks. Students are encouraged to visit the Writing Center to speak with professors of English about their writing assignments. The faculty will help brainstorm for assignments, review drafts, develop ideas, and address grammar questions. For additional information, visit [nyit.edu/tutoring](https://nyit.edu/tutoring).

**The Wireless Laptop Writing Lab** is an area where students can work on laptop computers to draft assignments and do research on the Internet through a wireless Internet connection. It is a quiet and comfortable space where students can spread work out on large tables or sit in cozy chairs and do work. The lab is located on the Long Island (Old Westbury) campus at the Writing Center in Balding House, Room 100. Students may also feel free to talk to professors as they are working on assignments. For additional information, visit [nyit.edu/tutoring](https://nyit.edu/tutoring).

## Enrollment Services Center



The [Enrollment Services Center \(ESC\)](#) is committed to helping students stay on track both academically and financially to maximize their educational experience at NYIT. All first-year students work with a personal ESC Manager who is dedicated to enhancing student satisfaction and retention by streamlining all administrative procedures including those relating to financial aid, billing, registration, and advisement. The ESC provides a wide range of services intended to promote student success and retention including:

- assigning each first-year undergraduate student an ESC specialist who can help navigate the transition from high school to college and provide campus connections in a welcoming and supportive way.
- providing advisement for first-semester undergraduate students.
- interpreting administrative policies and procedures in the areas of financial aid, billing, registration, and advisement in support of students' academic and financial objectives.
- assisting students with registration issues (e.g., online registration process, dropping/adding or withdrawing from courses, changing majors, and more).
- answering general questions concerning NYIT and helping resolve student issues/concerns.
- providing personalized assistance to veterans—see details below.

## Veterans Affairs

NYIT's Enrollment Services Center provides assistance and referral services to meet the individual academic and personal needs of part- and full-time students who are veterans and their dependents who qualify for Veterans Administration education payments, work-study jobs, tutorial assistance, or special vocational rehabilitation programs resulting from a service-connected disability.

[View additional information](#)

## Graduate Students

### Advisement

Each student is assigned an advisor for assistance in structuring a program. NYIT posts a list of program advisors at registration time. The student's advisor is available for help and guidance, and the advisor's approval is required for each registration. Students are ultimately responsible for conforming to all college regulations and completing curriculum requirements.

### Program Loads

Graduate programs can be part-time. As part-time, students are normally allowed to carry six credits or two courses per semester. A program beyond six credits may be permitted if a student has provided evidence of the ability to complete such a program successfully. A full-time 12-credit program is normally authorized only for students who are not employed. U.S. Immigration and Naturalization Department regulations require international students with F-1 visas to pursue a full-time course of study. At NYIT, full-time is defined as a minimum of nine credits per semester at the graduate level.

### Course Offerings and Locations

The courses in this catalog represent academic offerings for each discipline. Specific courses are given in accordance with student demand. The complete schedule of courses which includes section listings, times, and locations is [available online](#).

General Information

## Accrediting Agencies

**New York Institute of Technology is accredited by the Middle States Commission on Higher Education, 3624 Market St., Philadelphia, PA 19104 (267.284.5000).**

The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the [U.S. Secretary of Education](#) and the [Council for Higher Education Accreditation](#). Email us at [selfstudy@nyit.edu](mailto:selfstudy@nyit.edu) with any comments or questions.

**Learn more about our:**  
[Middle States Accreditation](#)

New York Institute of Technology is chartered by the [Board of Regents of the University of the State of New York](#). For details, contact:

New York State Department of Education  
Office of Higher Education  
Room 979, Education Building Addition  
Albany, NY 12234  
518.474.5851

# Academic Accrediting Agencies

[The Middle States Commission on Higher Education](#) for the entire university. For details, contact:

Middle States Commission on Higher Education  
3624 Market St.  
Philadelphia, PA 19104  
267.284.5000

---

[AACSB International \(The Association to Advance Collegiate Schools of Business\)](#) for the School of Management's Bachelor of Science, Master of Business Administration, Executive MBA, and Master of Science programs. For details, contact:

AACSB International  
777 South Harbour Island Blvd., Suite 750  
Tampa, FL 33602  
813.769.6500

---

[Accreditation Council for Occupational Therapy Education of the American Occupational Therapy Association](#) for occupational therapy. For details, contact:

American Occupational Therapy Association, Inc.  
4720 Montgomery Lane  
P.O. Box 31220  
Bethesda, MD 20824-1220  
301.652.2682

---

[Accreditation Review Commission on Education for the Physician Assistant, Inc.](#) (ARC-PA) for physician assistant programs. For details, contact:

Accreditation Review Commission on Education for the Physician Assistant, Inc.  
12000 Findley Rd., Suite 150  
Johns Creek, GA 30097  
770.476.1224

---

[AOA Commission on Osteopathic College Accreditation \(COCA\)](#) for NYIT College of Osteopathic Medicine. For details, contact:

AOA Commission on Osteopathic College Accreditation (COCA)  
142 E. Ontario St.  
Chicago, IL 60611  
800.621.1773

---

[Association for Childhood Education International \(ACEI\)](#) for the Master of Science in Childhood Education. For details, contact:

Association for Childhood Education International  
1299 18th St., NW, Suite 700  
Washington, D.C. 20036  
202.372.9986  
Toll free for U.S. and Canada: 800.423.3563  
Fax: 202.372.9989

---

[Commission on Accreditation in Physical Therapy Education \(CAPTE\)](#) for physical therapy. For details, contact:

Commission on Accreditation in Physical Therapy Education  
1111 N. Fairfax St.  
Alexandria, VA 22314-1488  
703.684.APTA (2782)

---

[Commission on Collegiate Nursing Education \(CCNE\)](#) for nursing. For details, contact:

Commission on Collegiate Nursing Education (CCNE)  
655 K Street, NW, Suite 750  
Washington, DC 20001  
202.887.6791

---

[Computing Accreditation Commission \(CAC\) of ABET](#) for computer science on the Long Island (Old Westbury) and New York City (Manhattan)

campuses. For details, contact:

Computing Accreditation Commission of ABET  
111 Market Place, Suite 1050  
Baltimore, MD 21202-4012  
410.347.7700

---

[Council for Accreditation of Counseling & Related Educational Programs \(CACREP\)](#) for the Master of Science in School Counseling. For details, contact:

Council for Accreditation of Counseling and Related Educational Programs  
1001 N. Fairfax St., Suite 510  
Alexandria, VA 22314  
Phone: 703.535.5990  
Fax: 703.739.6209

---

[Council for Interior Design Accreditation \(CIDA\)](#) for interior design. For details, contact:

Council for Interior Design Accreditation  
206 Grandville Ave., Suite 350  
Grand Rapids, MI 49503  
616.458.0400

---

[Engineering Accreditation Commission \(EAC\) of ABET](#) for programs in electrical and computer engineering on the Long Island (Old Westbury) and New York City (Manhattan) campuses, and mechanical engineering on the Long Island (Old Westbury) campus. For details, contact:

Engineering Accreditation Commission of ABET  
111 Market Place, Suite 1050  
Baltimore, MD 21202-4012  
410.347.7700

---

[Engineering Technology Accreditation Commission \(ETAC\) of ABET](#) for electrical and computer engineering technology on the Manhattan campus. For details, contact:

Engineering Technology Accreditation Commission of ABET  
111 Market Place, Suite 1050  
Baltimore, MD 21202-4012  
410.347.7700

---

[International Society for Technology in Education \(ISTE\)](#) for the Master of Science in Instructional Technology. For details, contact:

Instructional Society for Technology in Education (ISTE)  
1530 Wilson Blvd., Suite 730  
Arlington, VA 22209  
703.348.4784

---

[National Architectural Accrediting Board \(NAAB\)](#) for the Bachelor of Architecture. For details, contact:

National Architectural Accrediting Board  
1101 Connecticut Ave., NW, Suite 410  
Washington, DC 20036  
202.783.2007

---

[National Association for the Education of Young Children \(NAEYC\)](#) for the Master of Science in Early Childhood Education. For details, contact:

National Association for the Education of Young Children (NAEYC)  
1313 L St., NW, Suite 500  
Washington, DC 20005  
202.232.8777

---

[National Council for the Accreditation of Teacher Education \(NCATE\)](#) for education. For details, contact:

National Council for the Accreditation of Teacher Education  
2010 Massachusetts Ave., NW, Suite 500  
Washington, DC 20036



---

[National Policy Board for Educational Administration \(NPBEA\)](#) for School Leadership and Technology. For details, contact:

National Policy Board for Educational Administration (NPBEA)  
1904 Association Dr.  
Reston, VA 20191  
703.860.7206

---

## Regional/Global Accrediting Agencies

### Abu Dhabi

All academic programs offered at NYIT-Abu Dhabi in Interior Design (B.F.A.); Business Administration (B.S. and M.B.A.); Instructional Technology (M.S.); Information, Network and Computer Security (M.S.); and Mechanical Engineering (B.S.) have received initial accreditation by the Commission for Academic Accreditation, [United Arab Emirates Ministry of Higher Education and Scientific Research](#) (C.A.A.).

### China

NYIT offers [Ministry of Education](#) in China-approved programs in partnership with:

- Communication University of China (Beijing): undergraduate programs in business administration as well as undergraduate and graduate programs in communication arts and digital art and design
- Jiangxi University of Finance and Economics (Nanchang): AACSB-accredited Master of Business Administration (M.B.A.) program
- Nanjing University of Posts and Telecommunications (Nanjing): undergraduate programs in computer science, communication arts, business administration, and electrical and computer engineering
- Shandong Institute of Business and Technology (Yantai): two NYIT School of Management undergraduate programs

### Vancouver

In British Columbia, Canada, NYIT-Vancouver is authorized by the [Ministry of Advanced Education, Skills, and Training](#) and is among British Columbia's [EQA-designated post-secondary schools](#).

Administration and Faculty

## Administraction and Faculty



**Administration**  
(As of December 2018)

## **Henry C. “Hank” Foley, Ph.D.** **President**

### **Office of the President**

**Junius J. Gonzales, M.D., M.B.A.**  
Provost and Vice President for Academic Affairs

**Jerry R. Balentine, D.O., FACOEP, FACEP**  
Dean, College of Osteopathic Medicine;  
Vice President, Health Sciences and Medical Affairs

**Nada Anid, Ph.D.**  
Vice President for Strategic Communications and External Affairs

**Patrick Minson, M.B.A., M.P.A.**  
Vice President, Development and Alumni Relations

**Catherine R. Flickinger, J.D.**  
General Counsel and Vice President for Human Resources

**Daniel Vélez, M.S.**  
Director of Athletics and Recreation

**Rachel Berthoumieux, M.S.**  
Senior Director, Internal Audit

**Kristen M. Panella, B.S.**  
Director, Environmental Health and Safety

**Cheryl Monticciolo, J.D.**  
Director, Compliance and Title IX Coordinator

### **Office of Academic Affairs**

**Junius J. Gonzales, M.D., M.B.A.**  
Provost and Vice President for Academic Affairs

**Lou Reinisch, Ph.D.**

Associate Provost for Academic Affairs

**Allison Andors, Ph.D.**

Assistant Provost for Research;  
Director, Sponsored Programs and Research

**Francine S. Glazer, Ph.D.**

Associate Provost for Educational Innovation;  
Director, Center for Teaching and Learning

**Maria R. Perbellini, M.Arch.**

Dean, School of Architecture and Design

**Daniel Quigley, Ph.D.**

Dean, College of Arts and Sciences

**Babak Beheshti, Ph.D.**

Interim Dean, College of Engineering and Computing Sciences

**Gordon Schmidt, Ph.D., FACSM**

Interim Dean, School of Health Professions

**Christian Pongratz, M.Arch.**

Interim Dean, School of Interdisciplinary Studies and Education

**Jess Boronico, Ph.D.**

Dean, School of Management

**Keh Kwek, M.B.A.**

Campus Dean, Nanjing

**Monique M. Taylor, Ph.D.**

Executive Director for NYIT and Campus Dean, Abu Dhabi

**Irene Young, M.B.A.**

Executive Director and Campus Dean, Vancouver

**Paul Cavanagh, Ph.D.**

Senior Director, Vocational Independence Program

**Victoria Pfeiffer, M.B.A.**

Executive Director, Operations and Planning

**Kristen Smith, M.A.**

Registrar

**Stan Silverman, M.S.**

Director, Technology-Based Learning

## Office of Strategic Communications and External Affairs (SCEA)

**Nada Anid, Ph.D.**

Vice President for Strategic Communications and External Affairs

**Angela Ambrosini, M.A.**

Senior Creative Director

**Jennifer Cucura, B.F.A.**

Director, NYIT Auditorium on Broadway

**Bobbie Dell’Aquila, B.S.**

Executive Director, Strategic Communications

**Julie Godsoe, M.F.A.**

Director, Editorial Services

**Brylee Kaye, M.P.A.**

Director, Marketing

**Marta A. Panero, Ph.D.**

Executive Director, External Affairs

**Diego Rios, M.B.A.**



Art Director

**John Roleke, M.A.**  
Director, Digital Media

**Libby Sullivan, B.A.**  
Director, Media Relations

## Office of Enrollment

**Karen Vahey, M.S.**  
Dean, Admissions and Financial Aid

**Briana Bronchick, M.A.**  
Director, Student Communications

**Rosemary G. Ferrucci, M.S.Ed.**  
Senior Director, Financial Aid

## Office of Development

**Patrick Minson, M.B.A., M.P.A.**  
Vice President, Development and Alumni Relations

**Jacqueline Compton, B.S.**  
Director, Development

**Julie Darcy, M.B.A.**  
Director, Leadership Prospects and Volunteer Management

**Lisa Moore, M.A.**  
Director, Development Operations

**Marilyn Skeete, M.A.**  
Director, Research and Prospect Management

**Olivea Woo, M.A.**  
Associate Director, Research

## Office of Finance and Operations

**Gina Arms**  
Executive Director, Strategy & Capital Programs

**Barbara Holahan, C.P.A., M.B.A.**  
Controller

**Ajisa Dervisevic, M.S.**  
Senior Director, Operations

**William D. Marchand**  
Senior Director, Facilities Operations and Security

## Office of General Counsel

**Catherine R. Flickinger, J.D.**  
General Counsel and Vice President for Human Resources

**Carol Jablonsky, M.B.A.**  
Director, Human Resources

**Jordan Thompson, J.D.**  
Associate General Counsel

## Office of Information Technology

**Laurie Harvey, M.S., M.B.A.**  
Director, Client Services

**Yongxin Ma, B.S.**  
Director, Data Warehouse

**Terence Maighnath, M.B.A.**  
Director, Enterprise Systems and Services

**Brian Maroldo**  
Director, Systems and Networks

**Bobby Saha, B.A.**  
Webmaster

**Office of Medical Affairs and Global Health**

**Jerry R. Balentine, D.O., FACEP**  
Vice President for Medical Affairs and Global Health  
Dean, College of Osteopathic Medicine

**Shane Speights, D.O.**  
Site Dean, Jonesboro

**Lillian Niwagaba, Ph.D.**  
Director, Center for Global Health

**Brian Harper, M.D.**  
Medical Director, Academic Health Care Centers

**Michael Schneider, L.M.S.W.**  
Director, Counseling and Wellness

**Office of Planning, Analytics & Decision Support**

**Kathleen Gill, Ph.D.**  
Director, Planning and Assessment

**Michael Lane, M.B.A.**  
Director, Institutional Research and Assessment

**Shifang Li, Ed.D.**  
Assessment Coordinator

**Michael A. Urmeneta, M.S.**  
Director, Analytics and Business Intelligence

**Office of Student Affairs**

**Gabrielle St. Léger, Ed.D.**  
Dean of Students

**John M. Hyde, M.S.Ed.**  
Dean, Career Services

**Amy Bravo, M.A.**  
Senior Director, International and Experiential Education

**Zennabelle Sewell, M.B.A.**  
Associate Dean, Campus Life, New York City (Manhattan) Campus

**Yolany Gonell, M.S.**  
Director, Student Life, Long Island (Old Westbury) Campus

**Susan Heim, M.A.**  
Director, Residence Life and Off-Campus Housing, New York City (Manhattan) Campus

**Barbara Multari, M.P.S.**  
Director, International Education

**Zaibis Munoz**  
Director, Residence Life and Off-Campus Housing, Long Island (Old Westbury) Campus

**Megan Siemers**  
Director, Student Life

# NYIT Board of Trustees

**Catherine A. Allen**

Founder and CEO  
The Santa Fe Group

**Richard A. Cody**

General, United States Army (retired)  
Corporate Vice President  
L-3 Technologies, Inc.

**Philip Fasano (B.S. '80)**

(Former) Executive Vice President and Chief Information Officer  
American International Group (AIG)

**Peter A. Ferentinos**

Chief Executive Officer  
Qualco Inc.

**Itzhak Fisher (B.S. '82)**

Founder and General Partner  
Pereg Ventures

**Hank Foley, Ph.D.**

President  
New York Institute of Technology

**Sharon Greenberger**

President and CEO  
YMCA Greater New York

**Alan Guarino**

Vice Chairman, Global Financial Markets  
Korn/Ferry International

**Henry Iervolino (B.S. '82)**

President and CEO  
Triton Capital Management, LLC

**Michael J. Merlo (Vice Chair)**

Former Chief Credit Officer  
Signature Bank

**Ted Moudis**

Founder and Senior Principal  
Ted Moudis Associates

**Monte N. Redman (B.S. '81)**

Former President and Chief Executive Officer  
Astoria Bank

**Peter J. Romano (B.Arch. '76) (Vice Chair)**

President  
Peter J. Romano & Company

**Roger A. Sawhney, M.D.**

Former Partner and Vice President  
Bain Company

**Kevin D. Silva (Chair)**

Executive Vice President and Chief Human Resources Officer  
Voya Financial

**Deborah Verderame (B.Arch. '83)**

President  
Verderame I Cale Architecture, PLLC



**Caroline Watteuw**  
EVP, Chief Information Officer  
Caliber Home Loans

**Robert A. Wild, Esq.**  
Chairman/Founding Partner  
Garfunkel Wild, P.C.

**General Information**

## Admissions: Undergraduate Students



We seek to extend educational access to members of all groups and are proud of the diversity that has become synonymous with NYIT.

An applicant is admitted to NYIT based on his or her educational preparedness and ability to be academically successful. We conduct a comprehensive evaluation of each applicant’s school records, essays, and recommendations. In addition, first-year applicants are required to submit the results of either the SAT or ACT. And while a personal interview is not required for most majors (it is required by some of the health professions programs), we do encourage you to visit our beautiful campuses and make arrangements to meet with an admissions counselor.

Students who wish to enroll at NYIT for the purpose of earning a degree, diploma, or certificate must complete an application for matriculated status. Such an application is not binding to a specific school, course of study, or campus. The college reserves the right to refuse matriculation for specific NYIT schools or majors. Transfer students desiring matriculation will be evaluated on the basis of prior coursework. Students are admitted to NYIT for the fall or spring semesters.

Students may be required to take placement exams in English or math to determine the level of math and/or English courses to take in the first semester. Students will be contacted via email with what is required. If they are not required to take a placement exam, they will be able to sign up for an advisement appointment to register for classes.

Transfer students are exempt from the English placement exam if they receive transfer credit for the first required college composition course. Transfer students are exempt from the math placement exam if they receive transfer credit for the first math course required in their major or if they are enrolled in a major that requires only “mathematics choice.”

### Admissions Procedures

[First-Year Students](#)

[Transfer Students](#)

[International Students](#)

[Reenrollment/Readmission of Former Students](#)

## How to Apply to NYIT

[Application >](#)

[More About Admissions >](#)

## First-Year Students

Applicants who are still in high school, who have not completed any college work since receiving their high school diploma or equivalent, or who completed fewer than 24 college credits are considered “first-year” students for the purposes of admissions and must complete the following admissions procedures for undergraduate students (special procedures may apply to international applicants):

**Completed Application:** Complete the Common Application or the NYIT Online Application. An application must be submitted to the Office of Admissions for all academic programs. Applications are considered in the order received as long as space in the program of your choice is available. [Apply as a first-year student.](#)

**Application Fee:** A \$50 (U.S.) nonrefundable application fee, payable to NYIT, is required as part of your application submission. Fee may be waived with an official waiver from your college advisor or an NYIT advisor.

**Transcripts:** Submit your final, official transcripts directly to the Office of Admissions. This includes high school transcripts; AP, IB, and A-Level test scores; transcripts for any college-level coursework; and proof of degree from all schools and colleges previously attended. Copies are accepted for admission. Final, official transcripts must be received prior to the start of your first semester.

**Standardized Test Scores:** Official scores from the SAT or ACT exams are also required and should be sent directly to the Office of Admissions. The NYIT college code for the SAT is 2561 and for the ACT is 2832. Applicants can request the proper forms from their high school guidance counselors.

**Letter of Recommendation:** At least one letter of recommendation is required for all applications (certain programs require additional letters of recommendation). The purpose of these letters is to add strength to an application, especially during the scholarship review process. You may use the recommendation form in the Common Application, NYIT Application, or the recommender may provide a separate letter.

**Essay:** In 300–350 words, tell us about your career goals and why attending NYIT would further these goals, or describe an achievement of which you are most proud and why. If you are applying to NYIT’s occupational therapy, osteopathic medicine, nursing, physician assistant studies, or physical therapy programs, explain your desire to work in this field.

**Admission Decision:** Candidates for admission to NYIT receive written notification of the decisions made by the Office of Admissions on a rolling basis. As files are completed, decisions are made and sent. The first priority deadline is November 1. Students who submit completed applications by November 1 will be notified with an expedited admission decision. They will be automatically considered for merit scholarships. In some cases, the Admissions Committee may defer making a final decision until it has received a report of the candidate’s midterm grades, additional standardized scores, or verification of volunteer hours. Upon acceptance of an offer of admission, candidates are required to pay a \$400 nonrefundable deposit, which will be credited toward the first semester’s tuition. Admitted students also are required to submit completed health forms prior to registration, and those seeking financial aid are recommended to furnish the university with a Social Security number for identification purposes. Enrolled students must submit their final, official transcripts, and all other required admission materials, to the Office of Admissions. Deadline dates vary by semester. Please contact the [Office of Admissions](#) or refer to your acceptance letter for these deadline dates. The Office of Admissions reserves the right to rescind offers or admissions to applicants who have omitted previous academic work. Failure to provide these final documents will result in registration holds and/or cancellation of financial aid.

Applicants to all colleges and universities in New York state who were born on or after January 1, 1957, must provide written evidence of immunization against mumps, measles, and rubella or demonstrate that they are entitled to an exemption from this legal requirement.

## Transfer Students

Applicants who have completed 24 or more college credits since receiving their high school diploma or equivalent are considered “transfer” students for the purposes of admissions and must complete the following admissions procedures for undergraduate students (special procedures may apply to international applicants):

**Completed Application:** Complete the Common Application or the NYIT Online Application. An application must be submitted to the Office of Admissions for all academic programs. Applications are considered in the order received as long as space in the program of your choice is available. Some applicants may be required to submit their application through the [Nursing Computerized Application System](#) (CAS). Please review the [nursing admission requirements](#) or contact [transfer@nyit.edu](mailto:transfer@nyit.edu) or 516.686.7520 with any questions you may have regarding your application to the nursing program.

[Apply as a transfer student.](#)

**Application Fee:** A \$50 (U.S.) nonrefundable application fee, payable to NYIT, is required as part of your application submission. Fee may be waived with an official waiver from your college advisor or an NYIT advisor.

**Transcripts:** Submit final, official transcripts to the Office of Admissions from all colleges you have attended even if you are not seeking transfer credit or your GPA falls below the minimum requirement for your intended program of study. This includes official AP, IB, and A-Level test scores. If you have fewer than 24 credits of previous college work completed, you will need to submit official high school transcripts along with SAT or ACT scores. The NYIT college code for the SAT is 2561 and for the ACT is 2832. Copies are accepted for admission. Final, official transcripts must be received prior to the start of your first semester.

**Letter of Recommendation:** At least one letter of recommendation is required for all applications (certain programs require additional letters of recommendation). The purpose of these letters is to add strength to an application, especially during the scholarship review process. You may use the recommendation form in the Common Application, NYIT Application, or the recommender may provide a separate letter.

**Essay:** Required if applying for any life sciences degree, and recommended for other programs. In 300 to 350 words, tell us about your career



goals and why attending NYIT would further them, or describe an achievement of which you are most proud and why. If you are applying to the nursing program, or the combined life sciences/occupational therapy program, then tell us why you are interested in studying this program and why you are choosing this as a career field.

**Letter of Recommendation:** Required for certain programs (certain programs require additional letters of recommendation), and recommended for other programs. Even if you are not required to submit letters of recommendation, they can add strength to your application.

**Admission Decision:** Candidates for admission to NYIT receive written notification of the decisions made by the admissions office on a rolling basis. As files are completed, decisions are made and sent. Applicants will be automatically considered for merit scholarships. In some cases, the Admissions Committee may defer making a final decision until it has received a report of the candidate's midterm grades, additional standardized scores, or verification of volunteer hours. Upon acceptance of an offer of admission, candidates are required to pay a \$400 nonrefundable deposit, which will be credited toward the first semester's tuition. Admitted students also are required to submit completed health forms prior to registration, and those seeking financial aid are recommended to furnish the university with a Social Security number for identification purposes. Enrolled students must submit their final, official transcripts, and all other required admission materials, to the Office of Admissions. Deadline dates vary by semester. Please contact the [Office of Admissions](#) or refer to your acceptance letter for these deadline dates. The Office of Admissions reserves the right to rescind offers or admissions to applicants who have omitted previous academic work. Failure to provide these final documents will result in registration holds and/or cancellation of financial aid.

## Credit Evaluation

Transfer applicants to all campuses assume the responsibility of having previous schools send final, official transcripts to the Office of Admissions. The transfer of credits will be considered using the following general rules:

Transfer credit may be given for courses completed at a regionally accredited college or other qualified institution acceptable to the standards of NYIT.

Courses must be appropriate to NYIT curricula. Transfer credit for major courses is granted for equivalent coursework only. Substitutions may be considered in the core curriculum when coursework is from the same discipline.

Courses not included in NYIT curricula but relevant to the ultimate educational objectives of the student, may be allowed toward an elective requirement in a specific curriculum; however, transfer credit will not be awarded in excess of degree requirements.

Credit may be granted for Advanced Placement (AP) exams taken in high school. Grades of 3, 4, and 5 are required for possible credit. An official score report from the College Board (NYIT's college code is 2561) should be mailed to the Office of Admissions on Long Island (Old Westbury) or New York City (Manhattan) campus.

For the combined health professions programs in Physical Therapy, Physician Assistant Studies, Occupational Therapy, as well as the Nursing program, grades of 4 or 5 are required for possible credit for courses identified as prerequisites.

Credit may be granted for International Baccalaureate (IB) Exams taken in high school. Grades of 4, 5, 6, or 7 on higher-level exams only are required for possible credit. Official IB exam results provided by the International Baccalaureate Organization should be mailed to the Office of Admissions on Long Island (Old Westbury) or New York City (Manhattan) campus.

For the combined health professions programs in Physical Therapy, Physician Assistant Studies, Occupational Therapy, as well as the Nursing program, grades of 5, 6, or 7 on higher-level exams only are required for possible credit for courses identified as prerequisites.

Transfer credit is recorded as credit only and is not computed in the cumulative grade point average unless it becomes necessary in determining graduation honors. Credit for challenge examinations taken at a regionally accredited college may be granted if recorded on an official transcript with credits and a grade of C- or better.

Grades of C- or better are transferable. Grades of D+ and D are acceptable only under one of the following conditions:

1. If the grades were earned in courses at a school where an associate's or bachelor's degree was completed with a 2.0 GPA and the courses counted toward the degree.
2. If the grades were earned in courses at a school where at least 30 credits were completed with a 2.5 GPA.

Please note: Several undergraduate majors, such as business administration, engineering, and nursing, have minimum grade requirements for transfer courses. Students may be advised to retake classes in which they received C, C-, or D grades if seeking internships or admission to certain professional schools. D- grades are not transferable.

Students transferring from an associate's degree program or two-year school are eligible for a maximum of 70 transfer credits. The maximum transfer credit for students transferring from a bachelor's program is the difference between the required 30 credits in residency at NYIT (see [Requirements for Graduation](#)) and the total credits required for the NYIT degree. For example, if an NYIT degree requires 120 credits, students transferring from a bachelor's program are eligible for a maximum of 90 transfer credits.

## Prior Learning Evaluation Program

This special NYIT program was designed to give students the opportunity to earn college credit for prior college-level learning relevant to their curriculum. All matriculated NYIT students maintaining a 2.0 average are eligible to apply for credit, although transfer students must first have their college transcripts officially evaluated. Student knowledge gained outside the traditional college classroom may be evaluated by proficiency examinations, noncollegiate course evaluations, and portfolio evaluations. Please be aware that evaluation fees are charged.

A maximum of 60 credits toward a bachelor's degree or 30 credits toward an associate's degree can be earned through standardized proficiency examinations, NYIT challenge examinations, and prior learning credits (noncollegiate coursework or portfolio); however, any credits earned through these methods cannot be used to fulfill NYIT residency requirements. Counseling is available on an individual basis or at an advisement session. For more information, contact the Office of Prior Learning at 516.686.7914.

Students may use the portfolio method of evaluation to have their knowledge of a certain course or academic area evaluated. Requests for credit must fulfill a course requirement in a student's degree program. Each portfolio consists of an essay explaining how the student acquired this knowledge and how it relates to course objectives. NYIT does require documentation of such learning, which may be in the form of work samples, detailed job descriptions, or licenses. A nonrefundable evaluation fee is charged for each portfolio. A Prior Learning Evaluation Guide containing more detailed information is available [online](#) and may also be obtained from the Office of Prior Learning at 516.686.7914.



## Proficiency Examinations

Credit for degree requirements and elective courses can be earned by attaining satisfactory scores on proficiency examinations. The College Level Examination Program (CLEP), Prometric's DSST program, Excelsior College Examinations, and NYU School of Professional Studies foreign language exams are standardized testing programs that cover numerous academic areas. NYIT has developed its own challenge examinations in certain subjects not covered by CLEP, DSST, Excelsior, or NYU. Challenge examination information is available in the [Office of the Registrar](#).

## Noncollegiate Course Evaluations

The New York State Education Department's National College Credit Recommendation Service (National CCRS) and the American Council on Education (ACE) have evaluated and recommended credit for many noncollegiate courses. NYIT honors these credit recommendations for elective credit and may award prior learning credit for required courses on this basis. Courses that have not been reviewed by National CCRS or ACE but meet certain criteria will also be evaluated on an individual basis by the college. Credit for military coursework and Military Occupational Specialties (MOS) may be granted. ACE has evaluated some of this coursework, and credit toward electives is awarded based upon the ACE recommendation. Certificates of completion and/or official military transcripts should be sent to the evaluations office for the assessment of military coursework that may be credited toward a college degree.

## International Students

NYIT welcomes students from other nations who show promise of benefiting from educational opportunities in the United States. The following guidelines are for prospective students residing outside the continental limits of the United States who wish to attend NYIT:

**Completed Application:** Complete the Common Application or the NYIT Online Application. An application must be submitted to the Office of Admissions for all academic programs. Applications are considered in the order received as long as space in the program of your choice is available. [Apply as an international student](#).

**Application Fee:** A \$50 (U.S.) nonrefundable application fee, payable to NYIT, is required as part of your application submission. Fee may be waived with an official waiver from your college advisor or an NYIT advisor.

**Deadlines:** Applications from international students must be received by NYIT by December 1 for the spring semester and July 1 for the fall semester. Students who apply after those dates may be asked to defer their application to be considered for the next available semester. (These deadlines may be waived for applicants who reside in the United States.)

**Transcripts:** Submit your final, official school records directly to the Office of Admissions. This includes certification of high school graduation, colleges, universities, normal, or technical schools high school transcripts; AP, IB, and A-Level test scores; transcripts for any college-level coursework; and proof of degree from all schools and colleges previously attended. Copies are accepted for admission. Final, official transcripts must be received prior to the start of your first semester. Final, official documents must come directly from the university, ETS (for GRE or TOEFL scores), Pearson Vue (for GMAT), or the British Council (IELTS). If your transcripts are in a language other than English, you must submit an official English translation through one of the following:

[World Education Services \(WES\)](#)

[Globe Language Services](#)

[SpanTran Evaluation Services](#)

[NYIT-recognized evaluation agencies](#)

If you have attended college overseas, you need to have your educational credentials evaluated by a [National Association of Credential Evaluation Services \(NACES\)](#) member organization. See approved agencies listed above.

Possible transfer credit will be determined upon admission to NYIT and receipt of the course-by-course evaluation.

**English Proficiency:** Applicants are required to submit the International English Language Testing System (IELTS), the Test of English as a Foreign Language (TOEFL), as administered by the Educational Testing Service, the Pearson PTE Academic Exam, or an examination deemed to be equivalent by the Office of Admissions.

**Full Undergraduate Admission:** The following minimum scores required for full admission to undergraduate programs are:

- IELTS score: 6.0
- TOEFL (iBT) score: 79
- Pearson PTE score: 53

**Undergraduate English as a Second Language (ESL) Pathway Admission:** Students who do not meet the full admission English proficiency requirements can be admitted to an ESL pathway program. The following scores are required to be admitted to an undergraduate ESL pathway program:

- IELTS scores: below 6.0 (5.0–5.5)
- TOEFL (iBT) scores: 41–78
- Pearson PTE scores: 36–52
- Students with these lower scores will be required to take noncredit English as a Second Language (ESL) courses, and will have the option to pursue credit-bearing academic courses alongside the required ESL program. Students whose registration does not include the required English course(s) may be deregistered from other courses.
- Pathway admissions requirements are applicable to pathway eligible programs. Pathway program eligibility is program specific and determined by the individual academic departments.

**Conditional Admission:** Applicants who submit IELTS scores below 5.0, TOEFL (iBT) scores below 61, or Pearson PTE scores below 40 may be offered conditional admission to the academic program if all other academic requirements are met. Students who are offered conditional admission may enroll in the ESL Pathway Program upon completing level 2 in the [English Language Institute](#). Completion of level 4 in the English Language Institute is required for full admission to the academic program.

**SEVIS:** Students who transfer from American colleges or universities must have their previous schools complete the SEVIS I-20 Transfer Form, which can be obtained [online](#). Students must also furnish copies of all previous universities' I-20(s) and copies of their Visa and I-94 (from their passport).

**Affidavit of Support:** For the purpose of assuring NYIT and the U.S. government that all necessary costs to maintain the student throughout his/her tenure at the university will be met, students must submit an original notarized Affidavit of Support form signed by a parent or other bona fide sponsor (form can be obtained directly from the NYIT Office of Admissions or [online](#)). This document needs to be notarized (witnessed and signed by a notary who is licensed by the government to witness signatures on legal documents).

**Bank Statement for Financial Support:** Students must submit a bank statement with bank seal, from the student's own or a sponsor's bank, demonstrating financial support. Bank statements need to show specific amounts based on academic status (as listed on the Affidavit of Support available [online](#)).

**I-20:** Upon receipt of all required material including the completed application, \$50 application fee, official scholastic credentials and test scores, and, if applicable, proof of English proficiency, the Admissions Committee will review the qualifications of each applicant on an individual basis, and a decision regarding admission will be forwarded to the applicant. If the student has submitted a notarized affidavit of support and bank statements demonstrating sufficient financial support, the Admissions Committee will issue the I-20 with the notification of acceptance or shortly thereafter.

**Admission Decision:** Candidates for admission to NYIT receive written notification of the decisions made by the admissions office on a rolling basis. As files are completed, decisions are made and sent. Applicants will be automatically considered for merit scholarships. In some cases, the Admissions Committee may defer making a final decision until it has received a report of the candidate's midterm grades, additional standardized scores, or verification of volunteer hours. Upon acceptance of an offer of admission, candidates are required to pay a \$400 nonrefundable deposit, which will be credited toward the first semester's tuition. Admitted students also are required to submit completed health forms prior to registration. Enrolled students must submit their final, official transcripts, and all other required admission materials, to the Office of Admissions. Deadline dates vary by semester. Please contact the [Office of Admissions](#) or refer to your acceptance letter for these deadline dates. The Office of Admissions reserves the right to rescind offers or admissions to applicants who have omitted previous academic work. Failure to provide these final documents will result in registration holds and/or cancellation of financial aid.

### Also Note:

Four years of study are generally necessary to acquire a bachelor's degree (five years for the Bachelor of Architecture degree), but NYIT does not guarantee that any student will complete a program within this time. All international students with F-1 visas must be full-time day students. All students transferring from foreign institutions of higher learning will be required to have their educational credentials evaluated by an agency specializing in reviewing international transcripts. This agency must be acceptable to the standards of NYIT, such as World Education Services or Scantran Evaluation Services. There is a fee for this evaluation service. Possible transfer credits will be determined by NYIT after results of the course-by-course evaluation have been received. Students must provide course outlines and/or syllabi if available to facilitate credit transfer. NYIT offers residential facilities near its on Long Island (Old Westbury) or New York City (Manhattan) campuses. Visit the [Office of Residence Life and Off-Campus Housing](#) for more information.

## Reenrollment/Readmission of Former Students

Students who have stopped attending NYIT for one semester, not including summer, and have not attended another institution do not need to apply for readmission. These students may return under the original catalog/curriculum of admission and must seek academic advisement from their department. Contact the [NYIT Enrollment Services Center](#) for additional information.

Students who have been away for one semester and who have attended another institution must complete an application for readmission with the Office of Admissions along with the necessary supporting documentation and any applicable processing fees. Students are required to present all transcripts for evaluation at the time of readmission in order to receive any applicable transfer credit for work completed at another institution and to ensure proper academic advisement, scholarship, and financial aid eligibility.

Former students of NYIT who have been away for more than one semester must complete an application for readmission with the Office of Admissions along with the necessary supporting documentation and any applicable processing fees. Students are required to present all transcripts for evaluation at the time of readmission in order to receive any applicable transfer credit for work completed at another institution and to ensure proper academic advisement, scholarship, and financial aid eligibility.

Once readmitted to the college, students must fulfill the curriculum requirements in effect at the time of their readmission. Students readmitted after a break of five years or less (undergraduates must be within 30 credits of degree completion) may request approval to follow the program requirements in place at the time of their most recent admission/readmission. The academic dean responsible for the program will decide in this matter. Students readmitted after a break of more than five years (undergraduates must be within 30 credits of degree completion) may request approval to follow the program requirements in place at the time of their most recent admission/readmission. The Vice President for Academic Affairs (or designee) will decide in this matter. In all cases, NYSED regulations will guide these decisions.

### Nonmatriculated (Nondegree) Applicants

Regardless of whether you are enrolled at other institutions, you are welcome to enroll in the spring, summer, or fall semester, on a nondegree basis, and take up to 24 credits. You must first file an application for nonmatriculated status, which can be obtained through the Office of Admissions.

Nonmatriculated students may be admitted to individual courses if they meet the prerequisites for these courses. Students who initially enroll as nonmatriculants may file for change of status with the NYIT Office of Admissions and are encouraged to apply for admission to the college. Students who do not have a Regents high school diploma or GED must first complete 24 credits as nonmatriculated students, and if they are New York residents, file for a high school equivalency diploma with the state.



# Undergraduate Core Curriculum



NYIT adopted the 21st-century Discovery Core Curriculum in fall 2010. During the transition period from 2010 to the present, NYIT has offered courses under both the old and new core curricula. Following is an explanation of new courses replacing old courses and the options available to incoming freshmen and current students for fulfilling their graduation requirements.

## New Freshmen and Transfer Students Summer/Fall 2010 and After

Freshmen admitted in fall 2010 comprised the first class to go through NYIT's Discovery Core Curriculum. The new core courses are designed in three stages:

1. Foundation Courses
2. Interdisciplinary Seminars
3. Mathematics and Additional Science Courses

### 1. Foundation Courses

With the exception of the FCWR 300 series of professional communication courses, students take most foundation courses in their first year of study. These courses begin with FC (foundations core) and include:

FCWR 101 Writing I: Foundations of College Composition  
or  
FCWR 111 Writing I: Foundations of College Composition for International Students  
FCWR 151 Writing II: Foundations of Research Writing  
or  
FCWR 161 Writing II: Foundations of Research Writing for International Students  
FCSP 105 Speech Communication  
FCIQ 101 Foundations of Inquiry  
FCSC 101 Foundations of Scientific Process

Students entering after fall 2010 take one more foundation course in their junior year. There are four options for the Foundations of Professional Communication course (FCWR 301, 302, 303, 304). Academic advisors assist students in choosing the right option. Select one writing course (FCWR):

FCWR 301 Communication for Business  
FCWR 302 Communication for Health Care  
FCWR 303 Communication for Arts and Design  
FCWR 304 Communication for Technical Professions



## 2. Interdisciplinary Seminars

Beginning in sophomore year, students who successfully completed the five first-year foundation courses take four interdisciplinary seminars from four different categories: a) literature, b) behavioral science, c) social science, and d) philosophy/ethics. These courses all begin with IC (interdisciplinary core) and are followed by LT, BS, SS and PH, respectively, to indicate course topics. There are several seminars in each area to choose from. Students select one from each category in their sophomore and junior years. Please note: New courses are created each year, so students should check the NYIT catalog and course schedules for complete listings.

**A. Select one literature course (ICLT).** Students should check the NYIT catalog course descriptions and course schedules for complete listings. Two examples are provided here:

- ICLT 301 Contemporary American Immigrant Literature
- ICLT 302 Strange Creations: Literature, Intelligent Technology, and Ethics

**B. Select one behavioral science course (ICBS).** Students should check the NYIT catalog course descriptions and course schedules for complete listings. Two examples are provided here:

- ICBS 301 Cross-Cultural Aspects of Dating, Courtship, and Mate Selection Seminar
- ICBS 302 Intergroup Relations: Understanding, Prejudice, Stereotyping, and Discrimination

**C. Select one social science course (ICSS).** Students should check the NYIT catalog course descriptions and course schedules for complete listings. Two examples are provided here:

- ICSS 301 Seminar in Global Environmental History
- ICSS 303 The American Character: A Global Perspective

**D. Select one philosophy course (ICPH).** Students should check the NYIT catalog and course schedules for complete listings. Two examples are provided here:

- ICPH 301 The Philosophy of Human Nature
- ICPH 302 The Legacy of Socrates

## 3. Mathematics and Additional Science Courses

All students are required to complete a minimum of three credits of science beyond the Foundations of Scientific Process course (FCSC 101) and a minimum of three credits of mathematics. Students can use the following prefixes to satisfy the second science requirements: BIOL, CHEM, PHYS.

Students should discuss these courses with their academic advisor.

When searching for new FC (foundation core) or IC (interdisciplinary core) courses with the online Search for Sections at NYITConnect, use the following subject abbreviations:

- FCWR Foundations of Writing
- FCSP Foundations of Speech
- FCIQ Foundations of Inquiry
- FCSC Foundations of Sci Process
  
- ICLT Literature Core
- ICBS Behavior Science Core
- ICSS Social Science Core
- ICPH Philosophy Ethics Core

## NYIT Students: Prior to Fall 2010

As with all curricular requirements, students must complete the core curriculum that was in place when they were first admitted to NYIT or when they changed their majors (check the catalog of that year for details). All courses that current students need to complete their degrees will be offered over the next few years. However, NYIT phases out old core courses as new core courses commence. Therefore, a specific old course needed by a student may not be available at a time that fits his/her schedule. To accommodate this situation, NYIT allows students who entered NYIT prior to fall 2010 to take new courses as substitutions. Accordingly, view the following table for courses in the new core that can be substituted for old core courses:

Current Student Core Curriculum Requirements	New Core Curriculum Course Equivalents
College Success Seminar: NYIT 101 College Success Seminar	None
English Composition:	
WRIT 101 College Composition I and WRIT 151 College Composition II	FCWR 101 Writing I: Foundations of College Composition and FCWR 151 Writing II: Foundations of Research Writing

or  WRIT 111 College Composition I and WRIT 161 College Composition II	or  FCWR 111 Writing I: Foundations of College Composition for International Students and FCWR 161 Writing II: Foundations of Research Writing for International Students
SPCH 105 Basic Speech Communications	FCSP 105 Speech Communication
<b>Group A Literature Options:</b>	
LITR 210 The Art of Poetry LITR 220 The Art of Drama LITR 230 The Art of Fiction LITR 240 The Art of Prose	Any ICLT 300-level course will satisfy this requirement
<b>Group B Career Writing Options:</b>	
WRIT 310 Business Writing WRIT 316 Writing for the Technical Professions WRIT 320 Report Writing WRIT 325 Writing for Arts and Architecture WRIT 330 Writing for Communication Arts	Any FCWR 300-level course will satisfy this requirement (select one):  FCWR 301 Communication for Business FCWR 302 Communication for Health Care FCWR 303 Communication for Arts and Design FCWR 304 Communication for Technical Professions
Philosophy	Any ICPH 300-level course will satisfy this requirement
History or Political Science	Any ICSS 300-level course will satisfy this requirement
Behavioral Sciences	Any ICBS 300-level course will satisfy this requirement
Economics	None
Physical Science	None
Life Science	None
Liberal Arts	All new core courses except FCSC 101

When searching for courses with the online Search for Sections at [NYITConnect](#), please note:

**If you select this subject and this number then these courses will be displayed:**

WRIT	101	WRIT 101 and FCWR 101
WRIT	151	WRIT 151 and FCWR 151
WRIT	111	WRIT 111 and FCWR 111
WRIT	161	WRIT 161 and FCWR 161
WRIT	No number	All WRIT and FCWR
SPCH	105	FCSP 105
LITR	No number	All LITR and ICLT
PHIL	No number	All PHIL and ICPH
HIST	No number	All HIST and ICSS
PSCI	No number	All PSCI and ICSS
ANTH	No number	All ANTH and ICBS



CRIM	No number	All CRIM and ICBS
PSYC	No number	All PSYC and ICBS
SOCI	No number	All SOCI and ICBS



**Global campuses:** Old Westbury, N.Y.; New York City, N.Y.; Jonesboro, A.R.; Abu Dhabi, UAE; Beijing and Nanjing, China; Vancouver, Canada  
**President:** [Henry C. "Hank" Foley, Ph.D.](#)  
**Founded:** 1955  
**Institution type:** Private, independent, nonsectarian, coeducational  
**Colors:** Blue and gold  
**Nickname:** Bears  
**Athletic conference affiliations:** NCAA II, Great West, ECAC

## Mission Statement

Since 1955, NYIT has pursued its mission to:

Provide career-oriented professional education  
Offer access to opportunity to all qualified students  
Support research and scholarship that benefit the larger world

## Accreditation

NYIT is accredited by the **Commission on Higher Education of the Middle States Association of Colleges and Schools**, and accrediting agencies for its programs and schools include:

Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA)  
Accreditation Review Commission on Education for the Physician Assistant, Inc. (ARC-PA)  
American Osteopathic Association (AOA) Commission on Osteopathic College Accreditation (COCA)  
Association to Advance Collegiate Schools of Business (AACSB)  
Association for Childhood Education International (ACEI) for our Master of Science in Childhood Education  
Commission on Accreditation in Physical Therapy Education (CAPTE)  
Commission on Collegiate Nursing Education (CCNE)  
Computing Accreditation Commission (CAC) of the Accreditation Board for Engineering and Technology, Inc. (ABET)  
Council for Accreditation of Counseling & Related Educational Programs (CACREP) for the Master of Science in School Counseling  
Council for Interior Design Accreditation (CIDA)  
Engineering Accreditation Commission (EAC) of the Accreditation Board for Engineering and Technology, Inc. (ABET)  
Engineering Technology Accreditation Commission (ETAC) of the Accreditation Board for Engineering and Technology, Inc. (ABET)  
National Architectural Board, Inc. (NAAB)  
National Council for Accreditation of Teacher Education (NCATE)

[More information: nyit.edu/accreditation](http://nyit.edu/accreditation)

## NYIT Schools and Colleges

[College of Arts and Sciences](#)  
[College of Engineering and Computing Sciences](#)  
[College of Osteopathic Medicine](#)  
[School of Architecture and Design](#)  
[School of Health Professions](#)  
[School of Interdisciplinary Studies and Education](#)  
[School of Management](#)

## Enrollment (Fall 2016)

### New York Campuses:

Total undergraduate and graduate students: over 8,000 (8,065)

Undergraduate students: nearly 4,000 (3,601)  
Graduate and professional students: nearly 4,500 (4,423)  
57 percent male, 43 percent female

### Global Campuses:

Total undergraduate and graduate students: nearly 2,000 (1,756)  
53 percent male, 47 percent female

## Financial Aid (2016–2017)

Full-time undergraduate students receiving any financial aid: 85 percent  
Total amount of institutional financial aid awarded: \$40 million

[More information: nyit.edu/finaid](http://nyit.edu/finaid)

## Student-Run Businesses

Advertising agency  
Health care centers  
Newspapers  
Public relations agency  
Radio station  
Television station  
Honor societies

## Honor Societies

Alpha Epsilon Rho (communication arts and broadcasting)  
Chi Alpha Epsilon National Honor Society (HEOP)  
Delta Mu Delta (business)  
Golden Key International Honour Society  
Kappa Delta Pi International Honor Society (education)

Phi Eta Epsilon (occupational therapy)  
Phi Eta Sigma National Freshman Honor Society  
Psi Chi (psychology)  
Tau Alpha Pi (engineering and technology)  
Tau Sigma Delta (architecture)  
Upsilon Pi Epsilon (computer science)

## NCAA Athletic Teams (Long Island Campus)

Baseball (NCAA Division II)  
Men's and women's basketball (NCAA Division II)  
Men's and women's cross-country (NCAA Division II)  
Men's and women's lacrosse (NCAA Division II)

Softball (NCAA Division II)  
Men's and women's soccer (NCAA Division II)  
Men's and women's tennis (NCAA Division II)  
Women's volleyball (NCAA Division II)

[More information: nyit.edu/athletics](http://nyit.edu/athletics)

## Internships

NYIT student internships have resulted in real-world career experiences for thousands of students. NYIT students are regularly placed in leading industry corporations and organizations such as Broadridge Financial Services, HBO, Google, Juniper Networks, Leviton, LiveNation, Motorola, Viacom/MTV Networks, National Grid, the Princeton Review, Tommy Hilfiger USA, and Verizon.

Internships are available through academic departments as well as the [Office of Career Services](#), which has an internship certificate program that supports students before, during, and after their internships by providing information on the latest hiring trends and search techniques and by providing employer evaluations and networking opportunities.

## Technology

Computing labs  
Dedicated videoconferencing rooms  
Distributed learning facilities  
Motion-capture labs  
Online and hybrid courses  
Open-access facilities  
PCs and laptops in libraries

Teaching computer labs  
Technology-enhanced classrooms  
Robotics  
Simulated medical patients  
Smart classrooms  
Wireless network capabilities in all student areas

# Research

Committed to practical, applications-oriented research that benefits the greater global community, NYIT is particularly proud of faculty-led and student-supported research in areas such as:

- Alternative energies
- Bioengineering
- DNA
- Educational technology
- Heart disease
- Parkinson's disease
- Robotics

Further, we support faculty research and scholarship as an integral part of academia that enriches our students' classroom experience, contributes to the body of knowledge in cutting-edge fields, and provides students with opportunities to test theories and gain technical skills through hands-on experimentation and research.

NYIT's [Office of Sponsored Programs and Research \(OSPAR\)](#) works with faculty members and administrators to identify and apply for funding to support research programs in all of NYIT's schools and colleges. OSPAR also facilitates proposals for funding to support student development and institutional programs that provide a range of services to students and strengthen NYIT's infrastructure. To date, NYIT faculty members have received funding from public, private and government agencies, including:

- National Institutes of Health
- National Science Foundation
- New York State Department of Health
- New York State Education Department
- U.S. Department of Defense
- U.S. Health Resources and Services Administration

# Degrees Offered

- Associate in Applied Science (A.A.S.)
- Bachelor of Architecture (B.Arch.)
- Bachelor of Arts (B.A.)
- Bachelor of Fine Arts (B.F.A.)
- Bachelor of Professional Studies (B.P.S.)
- Bachelor of Science (B.S.)
- Master of Architecture (M.Arch.)
- Master of Arts (M.A.)
- Master of Arts in Teaching (M.A.T.)
- Master of Business Administration (M.B.A.)
- Master of Fine Arts (M.F.A.)
- Master of Science (M.S.)
- Doctor of Physical Therapy (D.P.T.)
- Doctor of Osteopathic Medicine (D.O.)

# Alumni Worldwide

**Alumni:** 100,000

[More information: nyit.edu/alumni](http://nyit.edu/alumni)

**Global**

# NYIT Global Campuses and Programs





Campuses and programs in China, the Middle East, and Canada offer the same coursework as NYIT classes in New York, and degrees earned by students at NYIT's global campuses are the same as those earned by NYIT-Long Island (Old Westbury) and NYIT-New York City (Manhattan) students. All classes are taught in English by NYIT faculty visiting from the United States or appointed locally. From time to time, distance learning courses are offered, where students and faculty from other NYIT campuses connect virtually to exchange ideas and benefit from a positive cross-cultural learning experience.

Because course curricula and program requirements are the same at all campuses, NYIT students can study and participate in global exchange programs offered at any NYIT campus. For more information on all NYIT global campuses, programs, and exchange opportunities, go to [nyit.edu/visit](https://nyit.edu/visit) or call 516.686.7409.

In addition to programs offered at its global campuses and through numerous partnerships (see [Global Partnerships](#)), NYIT offers several global programs through its [Center for International Business Studies](#), including an M.B.A. program in conjunction with Jiangxi University of Finance and Economics (JUFE), a dual-degree master's program with Tongji University, and a dual-degree master's program with Xiamen University, all located in the [People's Republic of China](#).

## Academic Programs at NYIT's International Campuses

### Canada (Vancouver)

#### Graduate Academic Programs

Business Administration—general business, finance, management of information systems, or marketing  
Information, Network, and Computer Security  
Instructional Technology for Educators  
Energy Management

### China (Beijing)

NYIT offers a rich array of programs to Beijing students hosted by the Communication University of China (CUC).

#### Undergraduate Academic Programs

Advertising, Public Relations, and Technology  
Digital Arts  
Digital Film and TV Production  
Graphic Design  
Management, with a focus in Marketing

#### Graduate Academic Programs

Communication Arts  
Digital Art and Design – Animation  
Digital Art and Design – Graphic design



**China (Nanjing)**

NYIT's campus is part of the larger campus of Nanjing University of Posts and Telecommunications (NUPT), offering NYIT-Nanjing students vibrant academic and cocurricular options.

**Undergraduate Academic Programs**

- Electrical and Computer Engineering
- Computer Science
- Management, with a focus in International Business
- Communication and Media Production

**United Arab Emirates (Abu Dhabi)**

NYIT-Abu Dhabi is located in the center of the exciting, modern capital city of the United Arab Emirates (UAE), where innovative and dynamic changes have contributed to the sustainable development of the region.

**Undergraduate Academic Programs**

- Business Administration, option in General Management
- Mechanical Engineering
- Interior Design

**Graduate Academic Programs**

- Business Administration
- Instructional Technology
- Information, Network, and Computer Security

**Global**

**Global Partnerships**



NYIT is looking to partner with universities that share the same vision, mission, and values, and that are student-centered with a strong interest in continuous integration of technology in their curriculum and operations. As a result, NYIT students and faculty benefit from dual-degree programs and other cooperation programs through opportunities to collaborate on research, organize conferences and workshops, and immerse themselves in NYIT's global network.

A number of collegial discussions with other institutions over the past few years have materialized into full partnerships, as follows:

<b>Brazil:</b>	Centro Universitário da Fei (Fundação Educacional Inaciana Pe. Saboia De Medeiros)
<b>China:</b>	Communication University of China (CUC) China University of Mining and Technology (CUMT) Foshan University Tsinghua University Jiangxi University of Finance and Economics (JUFE) Jinan University Nanjing University of Posts and Telecommunications (NUPT) Northwest University (NWU) Renmin University of China Shandong Institute of Business and Technology (SDIBT) Tongji University Tsinghua University Xiamen University Zhejiang University of Finance and Economics (ZUFE)
<b>France:</b>	EDH/EFAP (École des Métiers de la Communication) Ecole de Communication Visuelle (ECV)
<b>India:</b>	IFIM College Guru Nanak Institutions Noida International University Ajeenkya DY Patil University
<b>Lebanon:</b>	Lebanese American Univeristy
<b>Mexico:</b>	ITAM Universidad Panamericana Universidad Iberoamericana
<b>South Korea:</b>	Hallym University Hanseo University Sookyung Women's University
<b>Taiwan:</b>	National Taichung University of Education (NTCU)
<b>Turkey:</b>	Kadir Has University (KHU) Isik University Yildiz Technical University (YTU)

NYIT offers global opportunities that few other colleges provide, and NYIT's international footprint broadens the horizons of students and faculty through a network of global campuses and partner institutions where students can study while keeping their credits toward their degree.

Global

# Study Abroad





NYIT fosters the global exchange of students, ideas, and experiences. As such, we encourage all students to study abroad either for short-term or semester-long programs.

We offer a semester-long study abroad program in China at our Nanjing campus, in both the fall and spring semesters. Although this program is primarily open to undergraduate students majoring in business, computer sciences, electrical engineering, and communication arts, students from all other disciplines are welcome to apply.

NYIT students in New York may also spend one semester or a full academic year at our campus in the United Arab Emirates. NYIT offers exchange programs and/or study abroad programs at the following institutions:

University of Rotterdam: Rotterdam, Netherlands  
 Communication University of China (CUC): Beijing, China  
 Isik University: Istanbul, Turkey  
 IT University: Copenhagen, Denmark

NYIT's colleges and schools offer short-term summer and intersession programs, often led by faculty. We offer the following programs, among others:

General Assembly Tech Intensive: London, England or San Francisco, California  
 Summer Engineering School: Lyon, France (undergraduate)  
 Intersession Business School: Delhi, India and Barcelona, Spain (undergraduate and graduate)  
 Summer Architecture Studio Abroad: locations vary each year (undergraduate)  
 EFAP Summer Program in Paris: Paris, France (undergraduate and graduate)  
 Hospitality Intersession Program: Costa Rica (undergraduate)  
 Mexico: A Better Perspective Summer Program: Mexico City, Mexico (undergraduate)

NYIT partners with CIS Abroad, AIFS, and API to provide additional study abroad and scholarship opportunities to our students.

Similarly, NYIT undergraduate or graduate students from NYIT global campuses can spend one semester or more at our campuses in New York. Graduate students in the [School of Management](#) may spend a semester at our campus in Vancouver, Canada, or in Shanghai, China, through our partner university, Tongji University.

The [Office of Global Engagement](#) can coordinate undergraduate and graduate study abroad opportunities through other institutions and providers around the globe as well as provide information about scholarships and funding. For more information about study abroad, please contact [globalengagement@nyit.edu](mailto:globalengagement@nyit.edu) or call 646.273.6113.

**General Information**

## Honors and Awards





NYIT recognizes outstanding scholarship, service, and leadership. Through the interest of various individuals and organizations, the following awards and honors are conferred for distinctive student achievement:

## View Awards by School

[Architecture and Design](#)

[Arts and Sciences](#)

[Engineering and Computing Sciences](#)

[Health Professions](#)

[Interdisciplinary Studies and Education](#)

[Management](#)

[Osteopathic Medicine](#)

[Student Services](#)

## NYIT Awards

### Dorothy Schure Memorial Award

In memory of Dorothy Schure, a founder and member of the Board of Trustees of NYIT, annual cash awards are granted to students whose extracurricular activities reflect concern, support, and dedication to the college community at large.

### Leonard J. Knuth Trustees' Award

To the full-time student graduating with the highest scholastic average in the class with 55 percent or more credits taken at NYIT.

### Evan Rubin Memorial Award

Conferred at school recognition ceremonies each year on the student who is viewed as having manifested the greatest concern for other individuals within the NYIT community.

### Honors Program Certificate

Awarded to students in the honors program who have met or exceeded all requirements of the program.

### Honors Program Award for Excellence

Presented to the student(s) in the honors program who have earned the highest cumulative GPA.

### Special Program Award – HEOP

Awarded to Higher Education Opportunity Program participants who have demonstrated exceptional educational achievements.

## School of Architecture and Design

### **Alpha Rho Chi Medal National Professional Fraternity of Architecture Award**

Presented to a senior for leadership, willing service to the college, and promise of professional merit through attitude and personality.

### **American Institute of Architects Henry Adams Medal and Certificate**

A medal of achievement and a certificate of achievement to outstanding architecture students.

### **Architectural Chairs' Award**

Awarded by the School of Architecture and Design chairpersons at each campus to the graduate who has achieved distinction in architectural design.

### **Maria A. Bentel Memorial Thesis Travel Grant**

Awarded by a review committee composed of the dean, thesis coordinator, and a senior faculty plus one other full-time faculty to a female fourth-year student in the Bachelor of Architecture program for travel related to a proposed thesis project. Selection will be based on the review of a written proposal, the student's academic record, and a portfolio. Named in memory of the first female tenured architecture faculty member at NYIT.

### **Michael T. Berthold Energy Conservation Award**

Awarded to a graduating senior in the Bachelor of Science in Architectural Technology or Bachelor of Architecture program who has demonstrated ecologically sensitive and environmentally sound designing architecture or community planning.

### **Certificate for Architectural Design Gold and Silver Certificates**

Awarded by the architecture faculty design committee to the most deserving graduating five-year students in architecture. Based on a five-year exhaustive review of very high excellence.

### **Certificate for Achievement in Architectural Technology Gold and Silver Certificates**

Awarded by the architecture faculty to graduates who have achieved a high scholastic record in architectural technology.

### **Certificate for Achievement in Architecture Gold and Silver Certificates**

Awarded by architecture faculty to graduates who have achieved a high scholastic record in the Bachelor of Architecture program.

### **Dean's Award for Design Excellence**

Awarded by the dean of the School of Architecture and Design to graduating seniors who have achieved excellence in the architecture and interior design programs.

### **John Emmi Memorial Award**

Presented to the interior design graduate in Long Island (Old Westbury) with a high academic standing who has excelled in interior design. Named in memory of a former student.

### **Leonard Horowitz Award**

To the interior design graduate at the Long Island (Old Westbury) campus who has excelled in the discipline of interior design. Named in memory of a former student.

### **Interior Design Award**

Conferred by the architecture and design faculty for excellence in interior design.

### **Interior Design Faculty Award**

Conferred by the architecture and design faculty for outstanding achievement in interior design.

### **Robert Jensen Memorial Award**

Presented by the faculty to a graduating student in architecture for exceptional abilities in one or more of the following fields of study: architectural history, architectural theory and criticism, historic preservation and craft-based architectural design.

### **Melvin Lerner Memorial Award**

Presented to the interior design graduate in Long Island (Old Westbury) for excellence in leadership, service to the college, and promise of professional merit through performance and personality.

### **The New York Council of the Society of American Registered Architects Award**

To the senior student in the Bachelor of Architecture program who has given worthy service to the school and to other students in friendship, assistance, and constructive attitude.

### **The New York Society of Architects Matthew W. Del Gaudio Award**

Presented for excellence in total design to a graduating student in each of the architectural schools in the state.

### **Outstanding Service to the Department Award**

Conferred by the interior design faculty for outstanding service to the department.

### **Arthur J. Pettorino Memorial Award**

Presented to a graduating student in the architectural technology program, selected by the faculty, in recognition of outstanding achievement in the study of architectural technology.

### **Gina Pisano Ricci Award**

To a female graduate in the architecture program who has shown outstanding ability and leadership, willingness to serve, and promise of professional achievement.

### **Special Faculty Award for Service and Involvement**



Conferred by the faculty to a graduating student in the architecture program, at the Long Island (Old Westbury) and New York City (Manhattan) campuses, who has generously served the student body and thereby improved the quality of life within the School of Architecture and Design.

#### **John Tam Memorial Award**

To the interior design graduate in Long Island (Old Westbury) who has excelled in the program. Named in memory of a former student.

#### **ARCC/KING Student Medal for Excellence in Architectural and Environmental Design Research**

Awarded to a graduating student based upon criteria that acknowledge innovation, integrity, and scholarship in architectural and/or environmental design research.

#### **Annual Architecture and Interior Design Chapter of the Alumni Federation Mentorship Award**

Conferred upon a graduating student in Interior Design who has improved the quality of life at the School of Architecture and Design by acting as a trusted mentor to his fellow classmates.

#### **Thesis Faculty Recognition Award**

Awarded by thesis faculty to students whose performance throughout thesis year was outstanding.

## **College of Arts and Sciences**

### **Behavioral Sciences**

#### **Psychology Award**

Conferred by the behavioral sciences faculty on a graduate from each campus in recognition of demonstrated scholarly achievement and potential outstanding contribution to the behavioral sciences or psychology.

#### **Criminal Justice Award**

Conferred by behavioral sciences faculty on a graduate from each campus in recognition of demonstrated scholarly achievement and potential outstanding contribution to the behavioral science of criminal justice.

#### **Sociology Award**

Conferred by the behavioral sciences faculty on a graduate from each campus in recognition of demonstrated scholarly achievement and potential outstanding contribution to the behavioral sciences of sociology.

#### **Psychology Chairperson's Award**

Conferred by the chairperson of the Department of Behavioral Sciences upon the graduating student who has demonstrated significant perseverance in the pursuit of success in psychology.

#### **Criminal Justice Chairperson's Award**

Conferred by the chairperson of the Department of Behavioral Sciences upon the graduating senior who has demonstrated significant perseverance in the pursuit of success in criminal justice.

#### **Michael Wubnig Memorial Scholarship Award**

Awarded to the outstanding graduating senior in behavioral sciences who enrolls in the Mental Health Counseling program.

### **Communication Arts**

#### **Advertising Copy Award**

Presented to the graduating seniors majoring in advertising at the Long Island (Old Westbury) and New York City (Manhattan) campuses who have demonstrated the most outstanding skills in advertising writing.

#### **Advertising Design Award**

To the advertising degree graduating senior at the Long Island (Old Westbury) and New York City (Manhattan) campuses who has excelled in advertising design.

#### **Advertising Leadership Award**

To the advertising degree graduating senior at the Long Island (Old Westbury) and New York City (Manhattan) campuses who has demonstrated outstanding leadership in management of professional and academic advertising projects.

#### **Advertising Presentation Award**

Conferred on an advertising degree graduating senior at the Long Island (Old Westbury) campus and the New York City (Manhattan) campus who has demonstrated the most outstanding presentation skills.

#### **John J. Theobald Graduate Achievement Award in Communication Arts**

Conferred upon a deserving student in the master's program based on scholarship and outstanding contribution to the college and/or the outside community.

#### **William M. Altman Award**

To the communication arts graduate in Long Island (Old Westbury) with high academic standing and all-around excellence. Named in memory of a former faculty member.

#### **J. Jack Brown Memorial Award**

Awarded to a graduating student in communication arts, Long Island (Old Westbury), who has chosen film as a specialization and has excelled in this field. Named in memory of the father of a communication arts staff member.

#### **Neal Martin Cohen Memorial Award**

To the communication arts graduate in Long Island (Old Westbury) who has done outstanding work in the field of broadcasting. Named in memory of a former faculty member.

#### **Communication Arts Award**

Conferred on graduating students at the Long Island (Old Westbury) and New York City (Manhattan) campuses for high academic average in communication arts.

#### **Regina Greene Service Award**

Awarded to a graduating student in communication arts who has shown unusual dedication and service to the program. Named in honor of a dedicated former staff member who served the communication arts department for more than a quarter century.

#### **Charles J. Kambourian Advertising Achievement Award**

This award, named in honor of the first chair of the advertising program, is conferred on a graduating senior whose work shows great promise in the field.

#### **The John R. Mazey Memorial Award**

Conferred on a graduating senior in communication arts from the Long Island (Old Westbury) and New York City (Manhattan) campuses for an outstanding, professional advertising project.

#### **Media Production Award**

Conferred on a graduating senior in advertising for an outstanding professional advertising project.

#### **Philip Miele Memorial Award**

To a graduating student for excellence in public relations and/or advertising. Named in memory of a former chairman and faculty member.

#### **Lee Morrison Memorial Award**

To graduating students in communication arts, Long Island (Old Westbury) and New York City (Manhattan), for overall excellence in the field of radio. Named in memory of a former faculty member.

#### **New York Chapter of the National Academy of Television Arts and Sciences Award**

Awarded to students in communication arts who excel and show promise in the field of television.

#### **Frank Spreeman Memorial Award**

Awarded to the communication arts graduate at the Long Island (Old Westbury) campus with high academic standing, who has done outstanding work in the field of public relations. Named in memory of a beloved family member of the Communication Arts Department.

#### **Edith Wigutow Memorial Award**

Presented to a graduating student in communication arts at the New York City (Manhattan) campus for scholarship and all-around excellence.

Digital Art and Design

#### **Certificate of Innovation in Fine Arts Award**

Conferred by the fine arts faculty to the graduating student who has shown outstanding achievement with innovation in the field of fine arts.

#### **Faculty Award for Technology**

Awarded to a student who has excelled at using technological tools to serve artistic expression as judged by a committee of fine arts faculty.

#### **Outstanding Service to the Department Award**

Conferred by the fine arts faculty for outstanding service to the department.

#### **Global Student Award**

Conferred by the fine arts faculty for outstanding achievement to a student in a combined program with an international partner institution.

#### **Computer Graphics BFA Faculty Award**

Conferred by the fine arts faculty on a graduating student for outstanding achievement in computer graphics.

#### **Faculty Award for Best BFA Animation Project**

Conferred on a graduating student who has completed the best animation project as judged by a committee of fine arts faculty.

#### **Graphic Design BFA Faculty Award**

Conferred by the fine arts faculty for outstanding achievement in graphic design.

#### **Fine Art Department Chairperson BFA Award**

Awarded to the undergraduate student with the highest academic record in the major.

#### **The Marvin Horowitz Sculpture BFA Award**

Awarded to the student that excels in the discipline of sculpture.

#### **The Valdis Kupris Painting BFA Award**

Awarded to the student that excels in the discipline of painting.

**The Cornelius Scholl Photography BFA Award**

Awarded to the student that excels in the discipline of photography.

**Digital Art and Design – Animation MFA Faculty Award**

Conferred by the fine arts faculty on a graduating student for outstanding achievement in animation.

**Digital Art and Design – Graphic Design MFA Faculty Award**

Conferred by the fine arts faculty on a graduating student for outstanding achievement in graphic design.

English

**Faculty Award for Literature Studies**

Conferred by the New York City (Manhattan) English Department faculty to a graduating senior for outstanding performance in the study of literature.

**The Brigid Dawson Memorial Award for Excellence in English Language Studies**

Conferred by the New York City (Manhattan) English Department on a graduating senior for whom English is a second language for excellence in English.

**Ann McLaughlin Award**

Recognizes outstanding scholarship in English by a graduating senior. Named in honor of a former staff member of the English Department.

**Society for Technical Communication (New York Chapter) Scholarship Awards**

Cash awards, based on an annual competition, given to undergraduate students showing excellence and achievement in technical writing.

**Technical Writing Award**

Conferred by the technical writing faculty for excellence in the subject.

Life Sciences

**B.S./D.O. Award**

For outstanding scholarship in the B.S./D.O. program.

**B.S./D.O. Service Award**

For outstanding service to the student body and improvement of college life at NYIT.

**B.S./D.O. Pre-Clinical Education Award**

For the most outstanding B.S./D.O. student in his/her first year of medical school.

**Biomedical Society Award**

Awarded by the officers of the Biomedical Society to a graduate in the Life Sciences for outstanding service.

**Life Sciences Award**

Awarded for outstanding scholarship in the field of life sciences to a graduating senior from the Long Island (Old Westbury) campus and one from the New York City (Manhattan) campus.

**Life Sciences Service Award**

For outstanding service to the discipline of life sciences at the Long Island (Old Westbury) Campus and the New York City (Manhattan) Campus.

**Michael Brian Unger Award**

Presented in memory of a youthful victim of cancer to a graduating student whose scholarly achievement in the life sciences denotes an outstanding graduate with a promising future.

**David G. Salten Award**

Awarded by the NYIT Alumni Federation for excellence in the natural sciences. Chosen by the life sciences faculty.

**Eugene J. Mitacek Award for Excellence in Chemistry**

Awarded to a student who has received an A letter grade in General Chemistry, General Chemistry II, Organic Chemistry I, Organic Chemistry II, and Biochemistry.

Physics

**Annual Physics Prize**

For outstanding scholarship, character and dedication to the field of physics.

**Eugene Odin Memorial Award**

Presented to the graduate who has achieved the greatest efficiency and progress in mathematics. Named in memory of a former faculty member.

**Harvey Pollack Scholarship Award**

To deserving NYIT students whose studies are in the field of physics. Named in memory of a former member of faculty and staff.

Social Sciences



### **Social Sciences Award**

Given to a graduating senior who has demonstrated excellence in a degree program of social sciences.

## **School of Interdisciplinary Studies and Education**

In addition to the specific honors and awards noted in the information listed below, candidates in the School of Interdisciplinary Studies and Education who have achieved a high academic average in one of the master’s degree programs may be eligible for the Dean’s Award. One Dean’s Award is presented each year to a student at each campus location.

### **Education**

#### **Award for Excellence in Technology Teacher Education**

Presented to the outstanding graduate and certified teacher who has achieved a high-quality grade point average.

#### **Award for Excellence in Adolescence Education**

Awarded to the graduate who has demonstrated great growth in professional responsibility and competence, and manifested effective sensitivity in teaching.

#### **John J. Theobald Achievement Award in Graduate Childhood Education**

Conferred upon a deserving student in the Master of Science in Childhood Education program, based on scholarship and outstanding contribution to the college and /or community.

#### **Dean’s Award for Excellence in Instructional Technology – Off-Campus Students**

Conferred upon off-campus students in instructional technology who have shown superior accomplishment in teaching, scholarship, and the integration of technology in instruction.

#### **John J. Theobald Graduate Achievement Award in Instructional Technology**

Conferred upon a deserving student in the Master of Science in instructional technology program, based on scholarship and outstanding contribution to the college and/or community.

#### **Award for Excellence in a Professional Field Project – UFT/Teachers’ Centers**

Conferred upon a deserving student for excellence in preparation of a professional thesis/project related to instructional technology and childhood or adolescence education.

#### **Award for Excellence in Professional Training**

Presented to a deserving graduate for outstanding performance in the field of training and learning technology.

#### **Dean’s Award for Academic Excellence in Educational Leadership and Technology**

Bestowed on a graduate of the educational leadership and technology program who has demonstrated superior academic achievement by earning a 4.0 GPA, a superior rating on the course portfolio, and a strong faculty recommendation.

#### **Faculty Award for Educational Leadership**

Given to a graduate of the Educational Leadership and Technology program in recognition of superior leadership during the internship and within the cohort. The recipient illustrates the spirit of “team leader,” has earned a GPA of 3.75 or higher, and has received superior recommendations from cooperating administrators during an internship.

#### **Technology Leader Award**

Given to a graduate of the educational leadership and technology program in recognition of superior expertise in the use and integration of technology in educational administration, teaching, and learning. The recipient has demonstrated this expertise through exemplary work in the application of technology in coursework and practice and has taken a leadership role in the use of technology within the cohort or internship setting.

#### **Dean’s Award for Academic Excellence in School Counseling**

Presented to a graduate of the school counseling program who has demonstrated excellent academic achievement, received exemplary ratings during internship, and was unanimously recommended by the faculty.

#### **John J. Theobald Graduate Achievement Award for School Counseling Leadership**

Presented to a graduate of the school counseling program in recognition of outstanding leadership within the cohort and in the field. The recipient illustrates the spirit of a leader advocate, demonstrates excellence in academic achievement, and has contributed to the program and/or community.

### **Interdisciplinary Studies**

#### **Interdisciplinary Studies Award**

To graduating seniors in recognition of outstanding scholarship and overall achievement.

## **College of Engineering and Computing Sciences**

#### **American Institute of Aeronautics and Astronautics Outstanding Student Award**

Awarded to a graduating student who has made a great contribution toward the operations of the student branch of the American Institute of

Aeronautics and Astronautics.

### **American Society of Mechanical Engineers Award**

Presented in recognition of outstanding academic achievement in the mechanical engineering major throughout a four-year program.

### **Andrew Farber Memorial Award**

Awarded to a full-time electrical engineering undergraduate who has achieved excellence in the field throughout a four-year program.

### **Bachelor of Science in Electrical and Computer Engineering Technology Faculty Award**

Presented to a graduate at each campus who has attained superior scholastic achievement and participation in the program.

### **College of Engineering and Computing Sciences Telecommunications Award**

Presented to a graduate who demonstrates academic excellence in the program.

### **Computer Science Faculty Award**

Awarded to a graduating senior at each campus for creativity, ability, and service in the discipline of computer science.

### **Computer Science Graduate Faculty Award**

Awarded to a master’s student who had attained superior scholastic achievement and participation in the discipline of computer science.

### **Dean’s Award**

Presented to a graduating student who has achieved a high academic average in the Bachelor of Science in Computer Science.

### **Electrical and Computer Engineering Award**

Awarded to a graduating student at each campus for creativity, ability, and service in the discipline.

### **Electrical and Computer Engineering Faculty Award**

Awarded by Long Island (Old Westbury) faculty members to a graduate who has attained superior scholastic achievement and participation in the discipline.

### **Electrical and Computer Engineering Graduate Faculty Award**

Awarded to a master’s student who had attained superior scholastic achievement and participation in the discipline of electrical and computer engineering.

### **Energy Management Achievement Award**

Awarded to an outstanding master’s student who combines scholarship with personal achievements.

### **Energy Management Graduate Faculty Award**

Awarded to a master’s student who had attained superior scholastic achievement and participation in the discipline of energy management.

### **Environmental Technology Graduate Faculty Award**

Awarded to a master’s student who had attained superior scholastic achievement and participation in the discipline of environmental technology.

### **Information, Network, and Computer Security Graduate Faculty Award**

Awarded to a master’s student who had attained superior scholastic achievement and participation in the discipline of information, network, and computer security.

### **John J. Theobald Graduate Achievement Award**

Awarded to one master’s student in computer science; electrical and computer engineering; energy management; environmental technology; and information, network, and computer security.

### **The Gottlieb Koenig Achievement Award**

Presented to a graduating senior with a high academic average in mechanical engineering and a record of service to the college and/or the outside community.

### **Louis Liss Memorial Award**

Awarded to an upperclassman of electrical engineering who has shown creative ability and ingenuity in the field.

### **N.A. Karr Award**

Presented to graduating students in computer science at each of the NYIT campuses who have high scholastic averages and records of service to the campus community.

### **Samuel Shapiro Scholarship Award**

Awarded to a graduate of the College of Engineering and Computing Sciences deemed most worthy in his/her pursuit of graduate studies.

## **School of Health Professions**

### **John J. Theobald Graduate Achievement Award in Physical Therapy**

Conferred upon a deserving student in the physical therapy program and is based on scholarship and outstanding contribution to the college and/or the outside community.

**Physical Therapy Research Award**

Conferred by the physical therapy faculty upon the graduating student who demonstrates scholarship in the design, development, and execution of an original research project.

**Physical Therapy Academic Performance Award**

Conferred by the physical therapy faculty upon the graduating student with the highest overall grade point average.

**Physical Therapy Clinical Education Performance Award**

Conferred by the physical therapy faculty upon the graduating student who received the highest performance rating by his or her clinical supervisor.

**Physical Therapy Leadership Award**

Conferred by the physical therapy faculty upon the graduating student whose outstanding extracurricular activities reflect dedication both to the students and faculty in the program in physical therapy and to the NYIT community at large.

**Physical Therapy Professional Award**

Conferred by the physical therapy faculty upon the graduating student who has demonstrated career development consistent with the highest standard of the profession.

**Benjamin Morey Commitment to Excellence Award**

Conferred by the physical therapy faculty upon the graduating student who demonstrated significant perseverance in the pursuit of physical therapy.

**Physical Therapy Alpha Eta Honor Society**

Conferred upon the graduating students with an overall grade point average of 3.8 or better (out of 4.0).

**John J. Theobald Graduate Achievement Award in Clinical Nutrition**

Conferred upon a deserving student in the master's program and is based on scholarship and outstanding contribution to the college and/or the outside community (only one award may be selected for each master's degree).

**The Clinical Dietetic Award**

Awarded for outstanding ability in clinical practice within the field of clinical nutrition.

**The Clinical Nutrition Service Award**

Awarded for outstanding service to the community in health and nutrition.

**The Clinical Nutrition Student of Distinction Award**

Awarded for excellent academic performance and potential as a health care professional.

**The Clinical Nutrition Vanessa Cappellino Memorial Award for Research**

Awarded to keep alive the memory of Vanessa Cappellino, a nutrition student whose zest for life was infectious and whose joy in research was deep and enduring. To be awarded to the student who has shown achievement and future potential in the area of research.

**Clinical Nutrition Alpha Eta Honor Society**

Conferred upon the graduating students with an overall grade point average of 3.8 or better (out of 4.0).

**Occupational Therapy Academic Performance Award**

Awarded to the student(s) with outstanding academic performance in the occupational therapy program (highest overall grade point average).

**Occupational Therapy Fieldwork Performance Award**

Awarded to the student(s) who received the highest fieldwork rating from the clinical supervisor.

**Occupational Therapy Community Service Award**

Awarded to the student(s) with outstanding extracurricular activities directed to serving the local and national global community.

**Occupational Therapy Leadership Award**

Awarded to the student(s) with outstanding record of leadership while in the program and whose activities are clearly reflected on the general body of the NYIT OT students.

**Occupational Therapy Group Research Award**

Awarded to the group of students with outstanding performance in a research project inside or outside the occupational therapy curriculum.

**Occupational Therapy Advocacy Award**

Awarded to the student(s) who clearly exhibited the effort and commitment to advocate the occupational therapy profession and the NYIT image in the local, national, or global community.

**Occupational Therapy Alpha Eta Honor Society**

Conferred upon the graduating students with an overall grade point average of 3.8 or better (out of 4.0).

**John J. Theobald Graduate Achievement Award in Physician Assistant Studies**

Conferred upon a deserving student in the Physician Assistant Studies program, based on scholarship and outstanding contribution to the college and the outside community.

**Physician Assistant Studies Leadership Award**

Conferred by the chair and faculty of the Department of Physician Assistant Studies to the student whose outstanding leadership reflects dedication to



the students and the program.

#### **Physician Assistant Studies Outstanding Service Award**

Conferred by the chair and faculty of the Department of Physician Assistant Studies to the student who has provided outstanding service to the program, college, and community.

#### **Physician Assistant Studies Alpha Eta Award**

Conferred upon the graduating students with an overall grade point average of 3.8 or better (out of 4.0).

#### **Bachelor of Health Science in Health Sciences Academic Performance Award**

Conferred by health sciences faculty upon the graduating student with highest overall grade point average who has also demonstrated excellent potential as a future health professional.

#### **Bachelor of Science in Health Sciences Senior Practicum Performance Award**

Conferred by the health sciences faculty upon the graduating student with outstanding performance in the senior practicum experience.

#### **Bachelor of Science in Health Sciences Student of Distinction Award**

Conferred by the health sciences faculty upon the graduating student who has demonstrated significant perseverance and achievement in the pursuit of academic and experiential success.

#### **Bachelor of Science in Health Science Alpha Eta Honor Society**

Conferred upon the graduating students with an overall grade point average of 3.5 or better (out of 4.0).

#### **Bachelor of Science in Health and Wellness Academic Performance Award**

Conferred by health sciences faculty upon the graduating student with highest overall grade point average who has also demonstrated excellent potential as a future health professional.

#### **Bachelor of Science in Health and Wellness Senior Practicum Performance Award**

Conferred by the health sciences faculty upon the graduating student with outstanding performance in the senior practicum experience.

#### **Bachelor of Science in Health and Wellness Student of Distinction Award**

Conferred by the health sciences faculty upon the graduating student who has demonstrated significant perseverance and achievement in the pursuit of academic and experiential success.

#### **Bachelor of Science in Health and Wellness Alpha Eta Award**

Conferred upon the graduating students with an overall grade point average of 3.5 or better (out of 4.0).

#### **Excelsior Award in Nursing**

Conferred by the nursing faculty upon the graduating student with the highest overall grade point average.

#### **Nursing Leadership Award**

Conferred by the nursing faculty upon the graduating student who has demonstrated service to the students and faculty of the program in nursing and to the NYIT community at large.

#### **Madeline M. Leininger Award in Nursing**

Conferred by the Nursing faculty upon the graduating student who best exemplifies the application of transcultural nursing principles to the challenge of nursing practice in a global society.

#### **Florence Nightingale Award in Nursing**

Conferred by the faculty of the Nursing Department upon the graduating student who best embodies the spirit of nursing.

#### **Nursing Alpha Eta Honor Society**

Conferred upon the graduating students with an overall grade point average of 3.5 or better (out of 4.0).

## **School of Management**

#### **Nat Deerson Scholarship Award**

Conferred to an Long Island (Old Westbury) graduating student for academic excellence in one of the management degree programs, who has a sincere desire to pursue a career in law.

#### **Delta Mu Delta National Honor Society Award**

Conferred by Alpha Xi, the NYIT chapter of the National Business Honor Society, in recognition of outstanding scholarship in business.

#### **Finance, Accounting, and Management Association Award**

To the student who has excelled in extracurricular activities related to the business program.

#### **New York CPA Society Award**

To the student graduating with a high academic average in accounting who shows promise in the public accounting profession.

#### **School of Management Award**

Conferred on graduating students who have achieved the highest averages in the majors offered by the discipline: accounting, business administration,

management, marketing, MIS, and finance.

### **Benjamin and Ethel Silverstein Award**

Conferred to a graduating student in recognition of outstanding achievement in finance.

### ***Wall Street Journal* Achievement Award**

To a graduating student who has achieved excellence in business studies.

Hospitality Management

### **Chefs’ Award**

Conferred by chefs in the discipline to a graduating student for excellence in production throughout the degree program.

### **Dean’s Award**

Conferred on a graduating student who has demonstrated academic and career excellence through major improvements as a student and as a member of the industry and/or who has publications related to hotel, oenology, and institutional or restaurant administration that have brought credit to the student, the school, and the college.

### **Director’s Award**

Conferred by the director and chefs to the graduate who best exemplifies management skills in the discipline.

### **Hotel Faculty Award**

Conferred by the faculty of the hospitality management department on the student who has demonstrated continued service, concern and support of the school, the college, and the industry.

### **Society of Hosteurs Club Award**

Presented to a graduating senior who has made a significant contribution to the club.

### **Student Colleague Award**

Conferred by students on a colleague who best exemplifies teamwork and consistency in the program.

### **Whitsons Scholarship**

A cash award given to culinary contest winner.

## **NYIT College of Osteopathic Medicine Senior Student Awards for Service and Academic Achievement**

### **AMWA’s Janet M. Glasgow Memorial Award**

Presented to the female receiving top honors in her class.

### **Mark A. Andrews, Ph.D., Award**

Presented for excellence in physiology.

### **Biophysical Society Student Research Achievement Award**

### **Board of Governor’s Award**

Conferred for excellence in osteopathic manipulation.

### **The Executive Committee Achievement Award**

For overall academic excellence.

### **Council of Student Council President’s Student D.O. of the Year Award**

### **Dean’s Award**

Conferred for service to College of Osteopathic Medicine.

### **Roy DeBeer, D.O., Award**

Conferred for excellence in gastroenterology.

### **Philip F. Fleisher, D.O., Memorial Award**

Conferred for excellence in cardiology.

### **Steven Galler, D.O., Alan Scheinbach, D.O., and Steven Grainer, D.O., Award**

Conferred for excellence in internal medicine.

### **Robert E. Mancini, Ph.D., D.O., Award**

Conferred for excellence in medical pharmacology.

### **Gates Pharmaceutical Award**

Conferred for outstanding achievement in the study of medicine.

**Mary E. Hitchcock, D.O., Memorial Award**  
Conferred for commitment to osteopathic principles.

**Robert E. Mancini, Ph.D., D.O., Award**  
Conferred for excellence in clinical toxicology.

**Philip Marcus, M.D., Award**  
Conferred for excellence in pulmonary medicine.

**Mark Marmora, D.O., Memorial Award**  
Conferred for excellence in teaching OMM, sponsored by Schering Pharmaceutical.

**The McNeil Pharmaceutical Award**  
Conferred for excellence in family practice.

**Medical Society of New York State Award**  
Conferred for community service.

**Esther and Max Nagler Fund Award**  
Conferred for excellence in pathology.

**College of Osteopathic Medicine Alumni Association Award**

**NYSOMS Award**  
Conferred for interest in organizational affairs.

**Award for Excellence in Obstetrics/Gynecology**

**Award for Excellence in Pediatrics**

**Samuel Plotnick, D.D.S., M.P.H. Award**  
Conferred for community medicine.

**Excellence in Psychiatry Award**

**Thomas A. Scandalis, D.O., Award**  
Conferred for excellence in sports medicine.

**Society for Academic Emergency Medicine Award**

**Shepard Splain, D.O., Award**  
Conferred for excellence in surgery.

**St. Barnabas Award**  
Conferred for excellence in radiology.

**Student National Medical Association Dedicated Service Award**

**Donna Jones Maritsugu Award**  
Presented to a supportive spouse.

## Student Services

**Athletic Achievement Award**  
Conferred for demonstrated outstanding team spirit, sportsmanship, and playing ability.

**Richard Gabay Memorial Award**  
Presented by the Long Island (Old Westbury) Student Government Association for demonstrated outstanding leadership in extracurricular activities.

**P.W. Gentile Award for Sportsmanship**  
Conferred for demonstrated outstanding athletic ability and sportsmanship.

**Frank R. Jaklitsch Memorial Award**  
Presented by the Office of Student Services for demonstrated outstanding leadership in extracurricular activities.

**Dr. Martin Luther King, Jr. Award**  
Presented for outstanding contribution to the minority community at NYIT. Named in honor of Dr. Martin Luther King, Jr. in recognition of his charismatic leadership in the cause of civil rights and peace.

**NYIT Alumni Award**  
Conferred to graduating students from each campus who have contributed outstanding service to the college.



**Estelle Ormont Award**  
Presented for outstanding extracurricular activity and/or special effort related to the student’s field of interest.

**Residential Life Service Award**  
To the graduating student who has provided outstanding leadership, sincere dedication, and meritorious service in the area of residential life.

**Israel Louis Schure Award**  
Conferred for outstanding performance in extracurricular leadership.

**Jules H. Singer Memorial Award**  
Presented to a student who has made outstanding contributions to the intellectual and cultural climate of the college.

**Student Services Award**  
Presented to a graduating student at each campus for outstanding service to the college.

General Information

# New York Campus Maps

## NYIT-Long Island (Old Westbury) Campus

Take a virtual tour at [nyit.edu/long\\_island](https://nyit.edu/long_island).



## NYIT-New York City (Manhattan) Campus

Take a virtual tour at [nyit.edu/nyc](https://nyit.edu/nyc).





**General Information**

## Campus Security

Campus safety and security does not just happen. It takes the commitment and cooperation of every member of the college community, from students and faculty to staff and visitors. NYIT takes very seriously the safety of those who study, live, and work on its campuses. Through the Office of Campus Security, the college strives to deter and respond to campus safety issues. Upon request, the Advisory Committee on Campus Safety will provide all campus crime statistics as reported to the United States Department of Education. This information may also be obtained from the security contacts listed below or from the [United States Department of Education's website for campus crime statistics](#).

**Old Westbury:** Director of Security, Simonson House, 516.686.7789, [owsecurity@nyit.edu](mailto:owsecurity@nyit.edu)

**Manhattan:** Director of Security, New Technology Building, 16 W. 61st St., Main Floor, 646.273.7789, [wjoseph@nyit.edu](mailto:wjoseph@nyit.edu)

### Here for Your Protection

On each campus of NYIT, students will find an [Office of Campus Security](#) that provides continuous, year-round security. These offices are staffed with private security officers who receive ongoing training throughout the year. These security professionals respond to a variety of calls for assistance, from medical emergencies to crimes in progress. Foot and vehicle patrols of campus grounds, buildings, and residence halls are made 24 hours a day on the Long Island (Old Westbury) campus. The New York City (Manhattan) campus has security coverage at all times when the buildings are open. During these patrols, officers also report any conditions they notice that might pose a threat to campus security (such as broken windows or inoperative lights). In addition, the Office of Campus Security provides vehicle assistance to the college community for jump-starts and lockouts. If a student is in need of vehicle assistance, they should call security and give their location and vehicle description. They will be given an estimated time that an officer will arrive.

**Student Services**

## Student Services





Complementing the academic mission of the institution are cocurricular areas. Student Affairs directs cocurricular programs to promote community, personal development, creativity, and responsibility in a student-centered learning environment. There is also Athletics and Recreation and Counseling and Wellness Services at the institution that are designed to support students' engagement and assist in their success on campus outside of their academic pursuits.

Student Affairs coordinates and supervises programs, services, and facilities on all campuses with the assistance of professional staff trained in all facets of student life, including career services, residential life, international student services, and cultural activities.

**NYIT student services include:**

[Athletics and Recreation](#)

[Student Life](#)

[Career Services](#)

[Alumni Placement](#)

[Student Employment](#)

[Counseling and Wellness Services](#)

[International and Experiential Education](#)

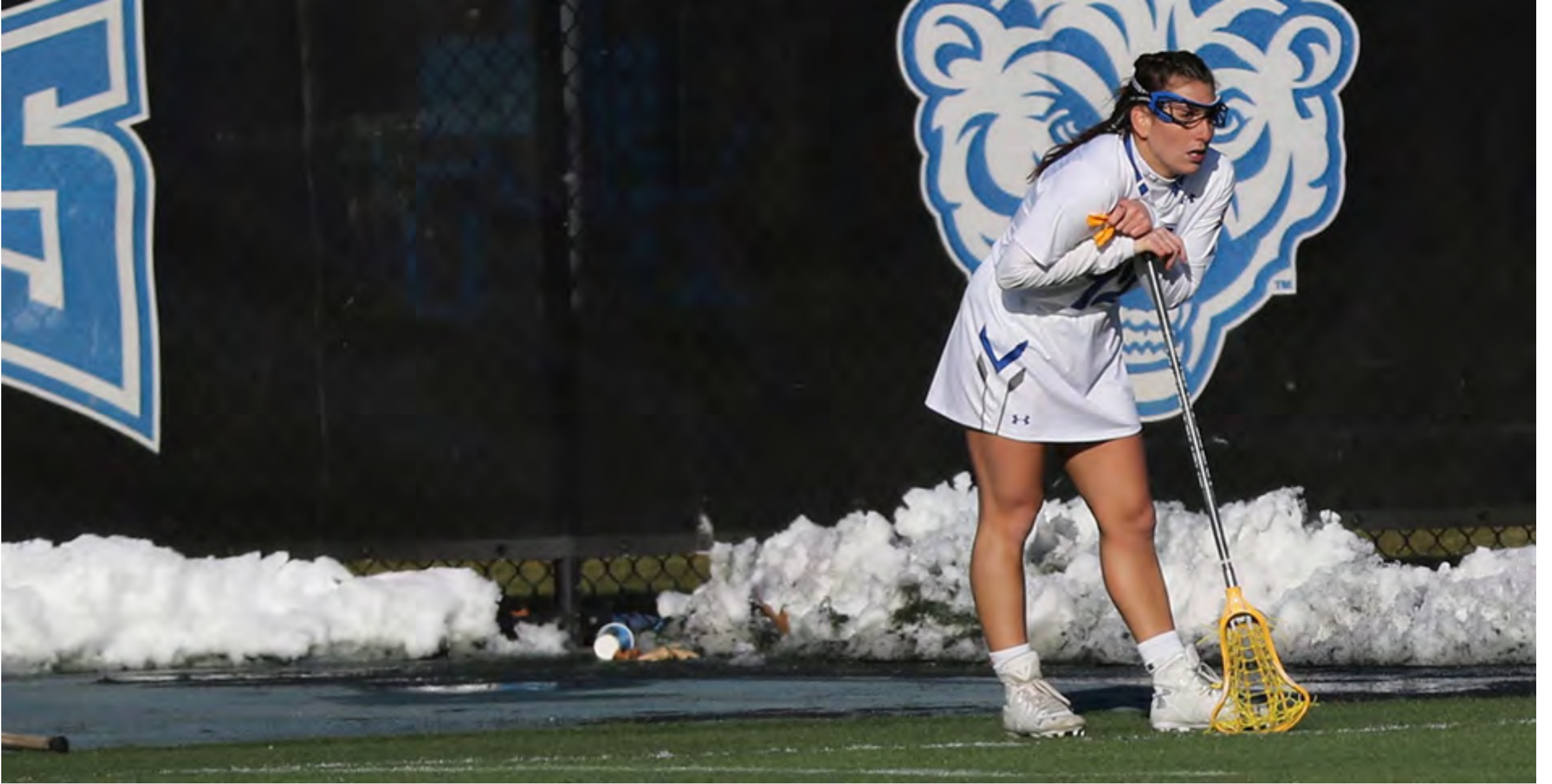
[Residence Life and Off-Campus Housing](#)

[Student Activities and Leadership Development](#)

**Student Services**

# Athletics and Recreation





NYIT's athletic teams are known as the Bears and compete in NCAA Division II as members of the East Coast Conference (ECC). The school colors are blue (PMS 660) and yellow (PMS 130).

NYIT offers 13 varsity sports: baseball, men's and women's basketball, men's and women's cross country, men's and women's lacrosse, men's and women's soccer, softball, men's and women's tennis, and women's volleyball.

The overall cumulative GPA for NYIT's intercollegiate programs was 3.21 during the 2016–2017 academic school year. All athletic programs engage in community service projects that foster social development by enabling student-athletes to bond with their internal and external communities. Programs include visiting neighboring elementary schools to participate in educational programs, senior citizens' visits, food drives, various walks for a cause, and a plethora of cleanup projects. Additionally, the Student-Athlete Advisory Committee (SAAC) sponsors a number of on-campus community awareness initiatives.

The Bears athletic programs have thrived on the fields of play. The lacrosse team has won four national championships, in 1997, 2003, 2005, and 2008. The men's basketball team reached the NCAA Division II national championship game in 1980. And the men's soccer team reached the NCAA Division II Final Four in 1985 and the Elite Eight in 2005.

The men's and women's tennis teams have also been highly successful. They each have reached the NCAA's Sweet 16 for five straight seasons. The women's basketball team has reached the NCAA Tournament in consecutive seasons and posted the program's first two tourney wins in 2016. The volleyball team has reached the NCAA tournament each of the past three seasons.

In June 2015, renovations surrounding the Sports Complex began. The construction of a fitness center in the former Hall of Fame lobby was completed, locker room space expanded, and the tennis courts received a facelift after a harsh winter.

[See more about the NYIT Bears](#)

**Student Services**

## Career Services





Academic programs at NYIT prepare students for entry into the job market or into graduate or professional schools. Programs offered by NYIT's Office of Career Services complement curriculum choices by providing personal career guidance, aptitude and interest tests, and training through a series of workshops that address self-assessment, career choices, employment opportunities, résumé and portfolio preparation, interview skills, and successful job search techniques. Students have access to career resources and online tools, which provide practical direction and assistance in maintaining contact with organizations seeking qualified candidates.

[Handshake](#) is NYIT's online career platform for students and alumni to schedule an appointment with a career adviser, upload résumés, search for employers, apply for jobs and internships, view events and fairs, and access career resources. Finding a job and building a career can be a daunting task. But whether you're looking for an internship, full-time job, or don't even know where to start, Handshake and NYIT's Office of Career Services is here to help.

Business, government, not-for-profit, and industry representatives actively participate in on-campus recruitment activities, including industry panels, employer lunch and learning sessions, networking events, and annual career fairs conducted during the fall and spring semesters.

Students who wish to work on campus must file an employment application and verify status for employment. Although international students are not eligible for federal aid, they can apply for college-funded student aid through the Office of Student Employment.

[For more information visit nyit.edu/cs](https://nyit.edu/cs)

**Student Services**

## Student Employment





Student Employment is coordinated through the Office of Career Services on each NYIT campus to provide a variety of on-campus employment and off-campus paid community service opportunities for NYIT students, which foster and promote career and leadership development.

In a part-time job on campus, or working off campus at a nonprofit community service organization, students may enhance their academic experiences by applying learned skills and theories in a practical setting while earning income to assist with college expenses. Student Employment also allows the student an opportunity to interact in a global community and meet critical needs of the college as well as learn skills for career preparedness.

To support the academic mission of NYIT, Student Employment aims to:

- Support the recruitment and retention goals of NYIT Enrollment Services.
- Place students in part-time employment, which will complement and support their academic experience.
- Provide career and professional training and experiences for lifelong learning and job development.
- Assist students in financing their education.
- Educate and assist supervisors and employers in their role as supervisors.
- Deliver administrative and technical support to employers and the NYIT community.
- Provide a qualified, dependable, motivated workforce for on- and off-campus employers.

Student Employment also serves as the clearinghouse for all on-campus student employment opportunities. The Student Employment staff assists NYIT students, faculty, and community service agencies with all student employment-related matters. Please visit or contact Student Employment to learn more about student employment opportunities.

Student Employment is available to students who are in good academic standing and, for a number of jobs on campus, have demonstrated financial need. Financial need is determined by the Office of Financial Aid, and is based on information provided in the FAFSA (Free Application for Federal Student Aid) form. If you are unaware of your Federal Work-Study status, please go to the Office of Financial Aid and meet with a representative. Although international students are not eligible for federal aid, they can apply for other on-campus student employment funded through the Student Aid Program, which is administered through Student Employment.

[For more information about student employment visit nyit.edu/cs](https://nyit.edu/cs)

**Student Services**

## Alumni Placement





NYIT follows the careers of its graduates with great interest. Questionnaires are mailed to alumni, and the results are compared to U.S. Department of Labor statistics and quarterly reports of the Placement Council. Ninety-five percent of NYIT students get jobs in their chosen fields or attend graduate school within six months of graduation. Alumni receive the professional development benefit of a relationship with NYIT's Office of Career Services for life. Alumni searching for new employment opportunities may take advantage of Handshake, NYIT's new online career portal, which allows users to schedule appointments with a career adviser, upload résumés, search for employers, apply for jobs, view events and fairs, and access career resources.

In addition, graduate and professional school advisement and referrals, in conjunction with academic schools, are provided through the [Office of Career Services](#). NYIT alumni attend postgraduate schools throughout the world and successfully complete degree programs in every field of study.

**Student Services**

## First-Year Programs





NYIT's first-year programs are designed to help students transition to the college experience at NYIT. They include activities and workshops that promote students' academic success and connect them to their peers and other members of the NYIT educational community who are here to assist them navigating through NYIT as a new student.

**Student Orientation Program:** Conducted throughout the summer, orientation continues in the fall as the First-Year Experience (FYE) Mentor Program. Orientation connects new students to the college environment and assists them in making associations necessary to excel at NYIT. Students learn to identify campus resources, key members of the faculty and administration, and gain an introduction to involvement opportunities through campus organizations. As orientation is essential to the success of our new and transfer students, they pay a fee for this program as part of their tuition.

**First-Year Experience (FYE) Mentor Program:** Composed of trained student leaders, this program assists first-year students as they transition into the NYIT community. Each new student is assigned an FYE mentor who serves as a resource. FYE mentors meet with new students in person, both individually and in groups, and correspond via email. They also share information about curricular experiences and plan activities during the semester (academic, social, and community service) to help orient and connect students to NYIT.

**Student Services**

## Counseling Services and Wellness Promotion





Free confidential counseling services are provided by trained professional staff members to help students actively manage their environment. Counseling services are learning based, short term, and include personal and group activities focused on helping students to develop self-confidence, self-reliance, and self-identity, and to manage emotions and solve problems in their academic, vocational, personal, and social lives.

NYIT provides a holistic approach to wellness education, promoting individual and community wellness through programs and outreach activities. Special programs, workshops, and group sessions are offered for students experiencing difficulties with academic skills, test anxiety, interpersonal skill building, personal growth, substance abuse, relationships, wellness, human sexuality, and other personal concerns.

The [NYIT Counseling and Wellness Center](#) provides referral services to hospitals, clinics, and private practitioners when more specialized assistance is needed.

**Student Services**

## International and Experiential Education





The mission of International and Experiential Education (IEE) is to nurture the personal, academic, and professional growth of NYIT's multicultural student body. IEE offers services to all students and alumni, facilitating adjustment to a new school and country. In addition, IEE establishes and strengthens their connections with community partners both on and off campus.

On a day-to-day basis, IEE staff serves approximately 1,400 international students from nearly 100 countries to help them navigate the regulations governing their stay in the United States. IEE administers these regulations according to the Department of Homeland Security's guidelines, assists with any questions regarding visas or immigration, and welcomes both international and domestic students to participate in social and cultural events throughout the year.

IEE staff also develops and facilitates an array of experiential learning opportunities—experiences outside the classroom. These experiences make students more attractive to employers, who always want to hire the most qualified candidates. IEE offers a number of ways to get that experience, through internships, volunteering, and service-learning opportunities. By applying classroom learning to real-world settings, IEE works to support students' professional development and civic engagement beyond the campus environment.

**Student Services**

# Student Activities





NYIT campuses provide a developmental environment that promotes personal responsibility and leadership through involvement in cultural, educational, and social events outside the classroom. Most activities are initiated through student-run, cocurricular and academic organizations, including publications, radio stations, and groups with social, service, religious, cultural, and special-interest affiliations.

There is an Office of Student Involvement and Inclusion on each NYIT New York campus to coordinate cocurricular initiatives and activities, dialogues and discussions, and provide a liaison to student government organizations. Professional staff members advise student organizations, schedule campus facilities for student programs, assist in forming new clubs, and coordinate an orientation program for new and transfer students.

**Academic Clubs:** NYIT academic schools actively advise and support student-run organizations, most of which maintain national affiliation with professional societies. Involvement and membership include participation in special projects, benefits of affiliation with professional societies, and assisting the school and its students in furthering educational programs.

**Honor Societies:** International and national honor societies that recognize distinction in scholarship and achievement offer membership to high-achieving students. NYIT has chapters in three nationally recognized, nondiscipline-specific honor societies:

Phi Eta Sigma National Freshman Honor Society accepts full-time matriculated students who have earned a 3.5 GPA or higher during the fall or spring semesters of their first year at college.

Golden Key International Honor Society accepts full-time, fully matriculated students of sophomore, junior, or senior status who have successfully completed at least 31 credits (transfer students must have received at least 12 of these credits from NYIT) and have demonstrated scholastic excellence by maintaining a 3.7 GPA or higher.

National Society of Leadership and Success is the nation's largest leadership honor society. Students are selected by their college for membership based on either academic standing or leadership potential. Candidacy is a nationally recognized achievement of honorable distinction.

Discipline-specific honor societies recognize high academic achievement among students majoring in particular subjects. NYIT has active chapters in a number of discipline-specific national honor societies; membership is open to upperclassmen and graduate students, and each is administered through their respective academic schools.

## Student Organizations

**Student Government Association:** NYIT's Student Government Association (SGA) is the official voice of the student body. The SGA advocates on behalf of student interests—academic, cultural, and social.

**Graduate Student Association:** This group serves as the governing body and official voice of graduate students. They provide academic and social programming to connect graduate students to the NYIT community.

**Special-Interest Groups:** Each campus and its student government offer participation and membership in special-interest clubs, such as the International Student Association, Law Society, Queer Society and PRIDE group, American Institute of Architecture Students, National Society of Black Engineers, Colleges Against Cancer, and Behavioral Science Club.

**Social Organizations:** Fraternities and sororities play an active role in the student activities program at NYIT. Membership emphasis is placed on leadership, friendship, creativity, academic excellence, philanthropic endeavors, and responsibility through social and service projects.

**Religious Organizations:** Intervarsity Christian Fellowship, Jewish Student Union, and Muslim Student Association are active in planning religious,



cultural, educational, social, and nonsectarian activities for students, faculty, and staff.

**Student Media:** *The Campus Slate* on the Long Island (Old Westbury) campus is NYIT's student-run newspaper founded in 1966. It is published in print and [online](#). NYIT also maintains the student-operated WNYT radio station on the Long Island (Old Westbury) campus. WNYT is heard online, with Internet-based programming via RealAudio. WNYT Radio also broadcasts NYIT Bears sports, giving more exposure to the station, along with universal praise from the music industry. *The Manhattan Globe* on the Manhattan campus is the NYIT's student-run newspaper recently reactivated and providing NYIT Manhattan students with the latest campus and current events.

## Policies and Rules

# Policies and Rules



## Notice of NYIT Policies

Policies and procedures in the NYIT catalog are binding on every student. NYIT reserves the right to change its policies and procedures, class schedules, and academic requirements at any time.

## [Academic Policies](#)

[Registration](#)

[Change of Curriculum or Campus](#)

[Undergraduate Students in Graduate Courses](#)

[Grades and Credits](#)

[Academic Standing](#)

[Student Status](#)

[Challenge Examinations \(UG Students\)](#)

[Graduation](#)

[Incompletes Calendar](#)

[HEGIS Code Table](#)

## Financial Aid

[Financial Aid: Graduate Students](#)

[Financial Aid: Undergraduate Students](#)

## Tuition & Financial Policies

[Tuition and Fees](#)



[Cooperative Work-Study Programs](#)  
[Add/Drop Refund Policy](#)  
[Tuition Refund Insurance Plan](#)  
  
[Withdrawal/Dismissal Refund Policy](#)  
[Student Expenses](#)  
[Completion of Payments](#)  
[Collection Agency Fees](#)

**Other NYIT Policies**

[NYIT Policies Affecting Students](#)  
[Ownership of Student Work](#)  
[Computer Requirements \(Minimum\)](#)  
[Photo Release](#)  
[Religious Observances and Academic Requirements](#)  
[Recreation and Drug Policy](#)  
  
[Accommodation Policy for Students with Disabilities](#)  
[Family Educational Rights and Privacy Act Annual Notice and Directory Information](#)  
[Personal Information Protection Policy \(applies to students attending NYIT in British Columbia\)](#)

[For student handbooks and more policies, refer to the policies section of NYIT's website](#)

# Academic Policies

## Registration and Enrollment

---

**Registration Procedures and Policies**

Registration information is published prior to the beginning of each registration period. Each student is responsible for completing the registration procedure, conforming to all college regulations, and completing curriculum requirements.

Students must register on the dates indicated on the [academic calendar](#). Registration procedures are the same for degree candidates and non-matriculated students. The student's advisor is available for help and guidance, and the advisor's approval is required for each registration.

Early registration within the designated period ensures the most flexible choice of program and eliminates early cancellation of enrolled course sections. A course may be canceled by NYIT for any reason, including insufficient enrollment.

Official registration in a course section is required to earn a grade for a class. Registration must be completed by the end of the change of program period (see [academic calendar](#)). Therefore, students who have not officially registered for a course section will not receive a grade retroactively. Students cannot be officially registered until all tuition and fees are satisfied. Attendance is not permitted in any class without official registration for that class.

**Prerequisite and Corequisite Courses**

Many courses require prerequisite and/or corequisite courses. A prerequisite course must be passed prior to taking the desired course, and a corequisite course must be taken at the same time (or in some cases taken before). The chair or dean of the program that offers the course may waive these course requirements. Prerequisite and corequisite requirements are listed in the course descriptions of this catalog.

Each students is responsible for meeting all necessary course prerequisites and corequisites. If a student enrolls in a course but has not fulfilled the prerequisites or corequisites for it, the department chair has the authority to administratively withdraw the student from the course. The student will also be referred to the Office of Student Affairs, if s/he fails to comply and adhere to the administrative action taken by the academic department in regard to the course.

**Online Courses**

NYIT domestic students can register for online courses if they have achieved satisfactory academic status. Refer to the Academic Standing: Probation and Dismissal section (below) for the policy pertaining to guidelines on satisfactory academic status.

For all NYIT students on an international visa, the number of credits that may be taken online is based on the United States policy for international students and any applicable policies from their home country.

[Additional Info: Office of the Registrar on NYIT website](#)

**Adding & Dropping Courses**

Students are permitted to add and drop classes during the change of program period after consulting with an advisor. No change of program may be made after the second week of each semester (see [academic calendar](#) for dates). A change in courses (not sections) may affect the tuition charged and financial aid eligibility. Undergraduate students should not register for graduate courses without permission because this may jeopardize their financial aid.

[Additional Info: Office of the Registrar on NYIT website](#)

**Undergraduate Students in Graduate Courses**

An undergraduate student wishing to enroll in graduate coursework must obtain approval from both the student's academic department and the Office of the Registrar. Once permission has been granted, the course cannot subsequently be designated as a graduate course if/when the student officially enters a graduate program. In all cases, graduate-level coursework taken by an undergraduate student must lead to a degree in the enrolled program of study. Visit the [Office of Financial Aid](#) for more information about the impact on a student's financial aid.

[Additional Info: Office of the Registrar on NYIT website](#)

**Withdrawal from a Course**

The decision to withdraw from a course should be made only after consulting with the course instructor and faculty advisor. Withdrawing from a course may affect eligibility for financial aid. Consult with the [Office of Financial Aid](#) for more information. To withdraw from a course, the student and the instructor must complete a withdrawal form, and the instructor must submit it to the Office of the Registrar within 48 hours. A "W" grade cannot be assigned without submission of the withdrawal form to the registrar. Students cannot withdraw from classes during the final exam period.

Students can withdraw between the fourth and eighth weeks of the semester (between the fourth and eighth class meetings for cycle courses) and receive a grade of W. The W grade is not included in the computation of the cumulative GPA, but it may affect financial aid eligibility.

The type of withdrawal grade assigned will be determined by the date of withdrawal and is outlined in the table schedule below. The withdrawal (W) grade will be assigned to students who officially withdraw from a class according to this schedule. The withdrawal failing (WF) grade may be assigned if the student is failing the course or stopped attending class without officially withdrawing. The W grade is not included in the computation of the GPA, but it may affect eligibility for financial aid. The WF is a failing grade; it is included in the computation of the GPA and may affect eligibility for financial aid.

Term	Date of Withdrawal	Withdrawal Grade
fall and spring semesters	Third through eighth week of the semester	W
	After the eighth week of the semester	W or WF
Cycle A, B, C, D	Third through eighth class session	W
	After the eighth class session	W or WF
Summer I, II, III	<a href="#">See academic calendar</a>	
Intersession	Before second class session	W
	After second class session	W or WF

The Department of Nursing has additional rules governing course withdrawals. For more information, read about them in the catalog's [School of Health Professions, Nursing section](#).

[Additional Info: Office of the Registrar on NYIT website](#)

**Attendance**

Students are expected to attend each class session on a regular and punctual basis to obtain the educational benefits that each meeting affords. Students shall be informed by their instructors whether latenesses or absences will be allowed during the semester. Instructors shall inform students of the consequences following excessive absences and/or latenesses. In the event of a student's absence from a test, the instructor will generally determine whether the student will be allowed to make up the work. The privilege of taking a makeup examination is generally not extended beyond one semester from the original date of examination. Make-up examinations are under the jurisdiction of the appropriate academic dean.



The Department of Nursing has additional rules governing course, lab, and clinical attendance. See information in the catalog's [School of Health Professions, Nursing section](#) and the [Nursing Student Handbook](#).

[Additional Info: Office of the Registrar on NYIT website](#)

## Maintaining Matriculation

Students who are enrolled for a degree but who are not taking coursework during a regular semester are required to maintain matriculation by registering to "maintain matriculation" in their program. This will keep records active and will entitle students to faculty consultations and use of general facilities of the college. A maintenance of matriculation form is available through each program office.

[Additional Info: Office of the Registrar on NYIT website](#)

## Change of Major, Minor, or Campus

---

### Changing a major or campus

Undergraduate students wishing to change their major must complete the [Application to Change Undergraduate Major](#) form available online. To change your campus, complete the [Application to Change Campus](#) form, also available online. Changes of major or campus are made upon the recommendation of the dean (designee) and with approval of the Registrar. No change of curriculum is effective without an evaluation of the student's credentials and approval by the new department. Changes are complete once recorded by the Registrar. Students may view their major or campus change on [NYIT Connect](#).

### Declaring a minor (Undergraduate Students)

In addition to a major, students have the option of declaring a minor. Just as an academic major gives an employer or professional school an idea of one's ability to specialize and to develop an in-depth understanding of a particular discipline, an academic minor provides an occasion to expand the breadth of a student's interests independently of the student's major. It demonstrates broad competence beyond a narrow specialization.

Typically minor courses shall be outside the student's major. Minors require no less than 15 credits and no more than 21 credits. Students wishing to pursue a minor should consult with the advisor for that minor before completing the second course, and complete and submit the [Application to Declare an Undergraduate Minor](#). Upon approval, the Student Advisement Report (STAR) will be updated to include the minor course requirements. After declaration, students should periodically meet with the advisor for the minor to ensure they are on track to complete the minor requirements before graduation. Courses taken to fulfill the minor must be in addition to any courses taken to fulfill either NYIT core requirements or major requirements. A minimum of six (6) credits must be taken in residence at NYIT and must be in excess of the requirements of all the student's majors and other minors. Departments/programs in which the minor resides may permit the inclusion of some major courses in fulfillment of the minor, where appropriate. Upon graduation, the student's transcript and diploma will reflect both the major and the minor earned. Students may declare up to two minors.

The minor declaration is complete once recorded by the Registrar. Students may view their minor via [NYIT Connect](#).

To cancel a minor: Complete the [Application to Declare Undergraduate Minor form](#) and choose the option to cancel the minor, obtain appropriate approvals, and submit the application to the Office of the Registrar. The minor will be removed from student's record.

[Additional Info: Office of the Registrar on NYIT website](#)

## Grades and Credits

---

### Academic Load

Full-time study in an undergraduate program is defined as 12 or more credits per term. All students in good standing may take a maximum of 18 credits per semester without special permission, with the exception of students on the Dean's List, who may take a maximum of 21 credits per semester. Students may exceed this credit maximum with the permission of a dean. Except for graduating seniors, students taking less than 12 credits during a semester will not be certified as full-time students.

[Additional Info: Office of the Registrar on NYIT website](#)

### Credit

Fall and spring semesters are 15 weeks long. The number of semester hours of credit earned for a course corresponds to the number of academic hours of instruction in a standard week. Two, or in some cases three, academic hours of laboratory or studio work in a standard week during a semester constitute one credit for most programs. Summer session and Intersession classes are scheduled for an equivalent number of academic hours.

Semester hours of credit are granted for the grades A, A-, B+, B, B-, C+, C, C-, D+, D, or P.

Grading (Undergraduate Students)

A student receives one of the following grades for each course taken during the semester:

Grade	Description	Quality Points	Used in GPA Calculation
A	Excellent quality and full mastery of the course material, extraordinary distinction.	4	Yes
A-	Excellent quality and full mastery of the course material.	3.7	Yes
B+	Good to excellent comprehension of the course material and the skills necessary to work with course material.	3.3	Yes
B	Good comprehension of the course material and the skills necessary to work with course material.	3	Yes
B-	Reasonably good comprehension of the course material and the skills necessary to work with course material.	2.7	Yes
C+	Adequate and slightly above satisfactory comprehension of the course material and met the basic course requirements.	2.3	Yes
C	Adequate and satisfactory comprehension of the course material and met the basic course requirements.	2	Yes
C-	Slightly below adequate and satisfactory comprehension of the course material and met the basic course requirements.	1.7	Yes
D+	Work is marginal but almost satisfactory and minimal command of the course material with slightly more than minimal participation.	1.3	Yes
D	Work is marginal but passing and minimal command of the course material with minimal participation.	1	Yes
W	Withdrawal. The notation "W" (meaning Withdrew) is recorded when a student withdraws from a course.	0	No
I	Incomplete. The "I" is restricted to cases in which the student has satisfactorily completed a substantial part of the coursework. No credit will be given until the course is completed within the given deadline and a passing grade received. When a final grade is received that final grade will be preceded with an I, e.g., IA or IB+.	0	No
F	Failure. An F is an earned grade assigned to a student who has not completed the majority of the coursework at a satisfactory level.	0	Yes
PR	Progress, re-enroll and is used only for developmental courses and intensive English as a Second Language (ESL) courses for students who have made some progress, but who do not demonstrate satisfactory skills to pass those courses. Students are required to re-enroll in the courses to complete them.	0	No
P	Passing grade	0	No
WF	Withdrawal, failing. A WF is assigned to students who request a withdrawal after the withdrawal period has passed and are failing at the time. A WF is also assigned to students who stop attending class and fail to properly drop or to withdraw during the given timelines.	0	Yes
AU	Audit	0	No
IF	Failure from an incomplete	0	Yes
3.5 GPA	Satisfactory performance for the undergraduate portion of the BS/DO degree program. This corresponds to a B+/A- average grade.	0	No

Grading (Graduate Students)

Graduate students receive one of the following grades for each course completed and/or registered for during each semester:

Grade	Description	Quality Points Used in GPA Calculation	
A	Excellent	4	Yes
B+		3.3	Yes
B	Good	3	Yes
C+		2.3	Yes
C	Satisfactory	2	Yes
F	Failure	0	Yes
I	Incomplete	0	No
W	Withdrawal	0	No



P	Pass grade given in oral comprehensives, thesis, and externships.	0	No
S	Satisfactory progress in thesis or project course; grade will be changed when course is completed.	0	No
U	Unsatisfactory progress in thesis or project course.	0	No
WF	Withdrawal, failing	0	Yes
IF	Failure from an Incomplete	0	Yes

GPA

At the conclusion of the fall and spring semesters, two averages are computed for each student to indicate the general level of academic standing.

The first is called the grade point average (GPA), which indicates the scholarship level for the semester. The second is called the cumulative grade point average (CGPA), which indicates the scholarship level for all work taken at the college.

The GPA is computed by adding all the quality points earned for the semester and then dividing by the number of credits for those courses graded with an A, A-, B+, B, B-, C+, C, C-, D+, D, F, IF, or WF.

The CGPA, computed in a similar manner, represents all the quality points earned during all the semesters the student has attended NYIT, divided by the number of credits for those courses where the grade given is an A, A-, B+, B, B-, C+, C, C-, D+, D, F, IF, or WF.

Quality Points

Quality points are awarded in accordance with the grade schedule above. For example, students who earn an A in a three-credit course accumulate four quality points per credit for a total of 12 quality points; a grade of B+ in a three-credit course would accumulate 3.3 quality points per credit for a total of 9.9 quality points; a grade of A in a two-credit course would accumulate four quality points per credit for a total of eight quality points. No quality points are awarded for grades of AU, F, I, IF, P, PR, W, or WF.

Incomplete Grades

The temporary grade of Incomplete (I) shall change to a Failing (IF) grade if the student does not complete all work by the [end of the allotted time](#). An IF grade may not be challenged, and the course must be repeated by the student to receive credit.

The following policies shall guide the awarding and calculation of the I grade, and the change of the I grade to an IF grade:

- The student must request additional time to complete a single project, report, or final examination.
- The grade of incomplete is to be assigned only to students who are otherwise passing the course at the end of the semester.
- The instructor has the right to refuse the request and may assign a final grade based solely on the work already completed.
- The grade of incomplete will change to a failing grade if the outstanding coursework is not completed in accordance with the schedule in effect at the time it was assigned, regardless of the average the student otherwise maintained in the class (see [academic calendar](#) for dates).
- A single short extension of the time period shall be granted only in exceptional circumstances by the Vice President for Academic Affairs.
- The grade of incomplete will not be assigned to students with excessive absences, especially when those absences include the final sessions of the course, unless extenuating circumstances have been established.
- The incomplete grade is recorded by the Registrar as "attempted credits," until the course is complete.
- The incomplete grade that changes to a failing grade will carry zero quality points.
- Students can advance if an incomplete grade is assigned to a prerequisite course for the term immediately following the assignment of an I grade but cannot advance after an I grade changes to an IF.
- When the grade of incomplete is changed to an IF, the I grade shall remain on the record and the transcript so that it will read IF, thereby distinguishing it from the F and the WF grades.
- I grades may have an effect on the student's financial aid and/or student visa status. Students are encouraged to meet with the financial aid and/or international student advisor when requesting the I option.

Classification of Students by Credits

Freshman	Less than 31 credits earned
Sophomore	31–62 credits earned
Junior	63–96 credits earned
Senior	More than 96 credits earned
Fifth-year architecture	More than 133 credits earned

**Note:** For some courses in the [Health Professions programs](#), credit values differ from contact hours. See program descriptions.

## Repeating Courses (Undergraduate Students)

**Undergraduate students** who have earned a C-, D+, D, F, IF, W, WF, or PR in a course may retake the course for credit to earn a higher grade (see "Limitation on Repeating Courses" below). Only the higher grade will be used in computing the GPA and CGPA. The other grade(s) will remain on the student's record as a matter of information. Repeating courses may impact eligibility for financial aid. Students should consult with a financial aid advisor before registering for a repeated course.

### Limitation on Repeating Courses (Undergraduate Students)

An undergraduate student may repeat a course in which a GPA-relevant grade is earned (C-, D+, D, F, WF, IF) a maximum of two times. Grades of W and PR do not count toward the maximum of two repeats. Should a student wish to repeat a course more than two times, the student must receive approval from his/her department chair and be referred to the [Advising and Enrichment Center](#). Certain majors at NYIT have rules on repeating courses that are more restrictive than this one. The more restrictive rule takes precedence.

\* Note: Students who have changed majors should be aware that only quality points from the first degree program that are applicable to the present degree program are included. Students receiving financial aid should consult a financial aid counselor prior to changing majors to identify any impact this change may have on their financial aid.

### Repeat Courses (Graduate Students)

**Graduate students** who have earned a grade of C or F in a course may retake the course to earn a higher grade. Only the higher grade will be used in computing the GPA; however, the original C or F grade will remain on the record as a matter of information. The only courses that may be repeated for credit are those that result in grades of C, IC, W, IF, F, or WF.

## Auditing Courses

A student may register to audit a course after obtaining written permission from the appropriate dean. A previously audited course may be taken for credit at a later date but may not be challenged. A student who registers for a course on an audit basis cannot elect to change over to a credit basis after the session has started. Similarly, a credit course cannot be changed over to an audit course. All the usual tuition and fees must be paid for audited courses.

## Major Modifications

In cases where students change majors to a significantly different field of study, the student's record may be *major modified*. Major modified courses are not included in the computation of the grade point average and have no credit value but remain on the academic transcript. These courses have no credit value and do not satisfy degree requirements. Major modified courses must be approved by the dean/chair.

### Challenge Examinations (Undergraduate Students)

Credit for degree requirements and elective courses can be earned by attaining satisfactory scores on proficiency examinations including challenge exams. NYIT has developed its own challenge examinations in areas not covered by CLEP, DSST, or Excelsior. A student wishing to take a challenge exam should contact the department of the course they wish to challenge and obtain written permission in the form of an email or letter. The permission should be submitted to the [bursar](#) along with payment of the exam fee. Fees can be located at <https://www.nyit.edu/bursar/tuition>.

Upon receipt of the written permission and proof of payment, the [Registrar](#) will complete the Request for Challenge Examination form and return it to the student. The student should submit the form to the department. Once the challenge examination has been taken the department must submit the completed form and grade to the Office of the Registrar for processing.

**Students must be matriculated to challenge a course.** Challenge exam credit does not count toward the NYIT residency requirements. Students cannot challenge a course of a level lower than related course(s) they have completed or in which they are currently enrolled. A maximum of 60 credits toward a bachelor's degree and 30 credits toward an associate degree may be achieved through proficiency exams. Students may challenge no more than three courses per term. For courses taken at NYIT, only those courses in which a student earned a grade of F, W, or WF may be challenged. An IF grade may not be challenged, and the course must be repeated by the student to receive credit. A course that is challenged and failed cannot be rechallenged. A course may be challenged only once. Challenge exams, if passed, are graded with a P grade. An F grade is not recorded. To earn a grade of P, the exam must be passed with a grade of C or better.

## Academic Standing



## Scholastic Discipline

The continued registration of any student is dependent upon regular attendance, proper conduct, and achievement of passing grades. Any one of the following is regarded as sufficient cause for dismissal: irregular attendance, neglect of work, conduct deemed by the college not consistent with general good order, or failure to comply with the college's rules and regulations. The college reserves the right to terminate a student's enrollment at any time.

Every student has the right to petition the NYIT Admissions and Academic Standards Committee for redress of actions affecting academic standing.

### Probation and Dismissal (Undergraduate Students)

A student must achieve a minimum cumulative GPA of 2.0 to graduate. A minimum cumulative GPA of 2.0 must be achieved at the end of each regular semester (fall and spring) to maintain satisfactory academic status at NYIT.

**Probation I:** The first time a student's cumulative GPA falls below the minimum required, the student shall be placed on Probation I for his/her next regular semester. The student will receive an email from the Office of the Registrar outlining available academic support services and requiring the student to meet with an advisor from the Advising and Enrichment Center.

**Probation II:** When a student's cumulative GPA falls below the minimum required for two regular semesters (not necessarily contiguous), the student shall be placed on Probation II for his/her next regular semester. The student will receive an email from the Office of the Registrar outlining available academic support services and requiring the student to meet with an advisor from the Advising and Enrichment Center. A student on Probation II status cannot register for more than 14 credits until s/he is removed from Probation II status.

**Dismissal:** When a student's cumulative GPA falls below the minimum required for three regular semesters (not necessarily contiguous), the student will be dismissed from the institution.

Students who have been dismissed may appeal to the Committee on Academic Probation and Dismissal and must do so no later than three weeks after the last day of the semester in which they were dismissed. On the basis of the appeal and other relevant information, the Committee may uphold the dismissal decision or may recommend reversal of the dismissal decision and impose additional conditions for continued enrollment. The Committee's decision is binding and final. Failure to submit an appeal by the given deadline will result in automatic upholding of the dismissal.

Dismissed students are ineligible to pursue credit-bearing courses at NYIT for a period of one year or until a minimum GPA of 2.5 is earned for the most recent 12 credits completed at another accredited U.S. institution of higher education, and until he or she receives approval from the Committee on Academic Probation and Dismissal. To obtain approval, the student must submit an appeal letter to the Committee no later than two weeks prior to the start of the semester for which the student is reapplying. The Committee will make the admission decision and if readmitted, the student will be placed on Probation II.

In the case of global campuses with dual-degree partnerships, dismissal decisions will be overseen by the Campus Dean. Please refer to the Global Faculty and Student Handbooks for further information.

### Probation and Academic Standing (Graduate Students)

A student must achieve a minimum cumulative grade point average (GPA) of 3.0 or better to graduate. Students whose cumulative GPA falls below a 3.0 will be placed on academic probation.

The first time a student's cumulative GPA falls below the minimum requirement, s/he shall be placed on Probation I for the next regular semester. When a student's cumulative GPA falls below the minimum requirement for two regular semesters (not necessarily sequential), the student shall be placed on Probation II for his/her next regular semester. When a student's cumulative GPA falls below the minimum requirement for three regular semesters (not necessarily sequential), the student's record will be reviewed by the academic department, and s/he may be dropped from the program.

Some academic departments have stricter program-related policies. Please refer to the [specific academic school](#) within this catalog for more details.

### Time Limit (Graduate Students)

In the best interests of the student and the college, a maximum of five years is allowed for completion of degree requirements. Under exceptional conditions, an additional year may be permitted upon formal request to the appropriate graduate chairperson and approval by the dean of graduate studies.

## Academic Integrity

Plagiarism is the appropriation of all or part of someone else's works (such as and not limited to writing, coding, programs, images, etc.) and offering it as one's own. Cheating is using false pretenses, tricks, devices, artifices, or deception to obtain credit on an examination or in a college course.

If a faculty member determines that a student has committed academic dishonesty by plagiarizing, cheating or in any other manner, the faculty member may:

1. fail the student for that paper, assignment, project, and/or exam;
2. fail the student for the course;
3. file a formal charge of misconduct pursuant to the [Student Code of Conduct: Academic Probation and Suspension](#).

Each student enrolled in a course at NYIT agrees that, by taking such course, s/he consents to the submission of all required papers for textual similarity review to any commercial service engaged by NYIT to detect plagiarism. Each student also agrees that all papers submitted to any such service may be included as a source document in the service's database, solely for the purpose of detecting plagiarism of such papers.

### **Dean's List and Presidential Honor List (Undergraduate Students)**

An undergraduate student who earns a place on the Dean's List is a full-time matriculated student who has attained a minimum grade point average of 3.5 or higher in any semester in which s/he completed 12 or more credits without any incompletes (I), or a part-time matriculated student who has attained a minimum grade point average of 3.6 or higher in any semester in which s/he completed six or more credits without any incompletes (I). Students who meet the same standards and earn a 3.7 or above are placed on the Presidential Honor List. Notification of these awards is sent to students, and the appropriate honor is recorded on their transcripts.

## **Student Status**

---

### **Change of Matriculation**

Students who are not matriculated in a degree, diploma, or certificate program (nondegree students) are limited in the total number of credit-bearing courses they may take. Graduate students may not take more than nine credits, and undergraduates may not take more than 24 credits without matriculating.

Students who have been attending graduate courses under conditional status and who have completed the first four graduate courses with a quality point average of 3.0 or better may apply to the director of the program for a change of status to fully matriculated. Nondegree students and/or students in graduate certificate programs who wish to pursue a degree program must make a formal request for admission and matriculation to the [Office of Graduate Admissions](#). Any required documents not previously submitted must also be received.

### **Courses at Another College**

Matriculated students in good academic standing who are currently enrolled at NYIT may take courses at another accredited institution for credit. Since not all courses will be accepted for credit toward a degree, students must complete the Permission to Take Courses at Another College form, which is available at the Office of the Registrar, and abide by NYIT's residency requirements (see section regarding transfer credits). A course may be taken at another college only when it is unavailable at NYIT during the specific semester.

Upon completing the course, students must provide the registrar with official transcripts used to enter credit in their records. An official transcript must be received at NYIT no later than one month after the course is completed. A grade of C- or better is required for credit. Transfer credit grades are not calculated into a student's GPA. Students on probation may not take courses at another college. Students with 70 cumulative credits (including transfer credit and credits in progress at NYIT) must take courses at a senior-level institution.

Teacher education candidates who are given permission to take an education course at another college may be required to submit additional documentation demonstrating achievement of specific knowledge or skills related to the course not taken at NYIT. This documentation may include keystone assignments, lesson plans, field experience logs, essays, or student work samples.

### **Withdrawal from a Course**

The decision to withdraw from a course is a serious matter and should be made only after consulting with an instructor and faculty advisor. Withdrawing from a course may affect eligibility for financial aid. For details, visit [nyit.edu/finaid](https://nyit.edu/finaid).

To withdraw from a course, students must fill out a [withdrawal form](#) and have the course instructor sign and submit it to Office of the Registrar.

Students can withdraw between the fourth and eighth weeks of the semester (between the fourth and eighth class meetings for cycle courses) and receive a grade of W. The W grade is not included in the computation of the cumulative GPA, but it may affect financial aid eligibility.



## Withdrawing from a Course After the Eighth Week (or the Class Meeting for Cycle Classes)

Students may withdraw from a course after the deadline but are subject to receiving a WF grade if they are failing the course. WF is a failing grade and is included in the computation of the cumulative GPA. It is treated like an F grade. Students passing the course will receive a grade of W. Courses dropped during the first three weeks (class meetings for cycle classes) will be deleted from the students' record.

## Withdrawing from the College

Students who wish to withdraw from the college may initiate an official withdrawal by contacting the [Office of the Registrar](#) and obtaining a withdrawal form.

Depending on the circumstances, the student's withdrawal date will be recorded as the date s/he began the withdrawal process or the date s/he notified the college of intent to withdraw. Tuition and financial aid refunds, if any, will be based on the withdrawal date. For an explanation of what happens to a student's financial aid when they withdraw from the college, visit the Office of the Registrar or read more at [nyit.edu/finaid](https://nyit.edu/finaid).

In the case of complete withdrawal from the college, students who were awarded federal Title IV financial aid will be subject to proration of the awards in accordance with applicable federal regulations. The application of federal refund provisions may result in an outstanding balance owed to the college and/or the U.S. Department of Education. Details of the adjustment to federal Title IV financial aid awards will be provided to the student following the withdrawal process.

If a student withdraws with a balance due on his/her account, no transcript, information, or employment references will be furnished until the account is cleared.

## Military Leave

NYIT recognizes that students who are also in the Armed Forces Reserve are subject to call-up for active duty. It is NYIT policy to make every effort to support and assist students who are in this situation. Students who have been called for active duty must present a copy of their duty assignment orders to the registrar and may select one or more of the following options:

1. **Withdrawal from all courses:** Students may withdraw from all of their courses and receive a full tuition refund regardless of the number of weeks that have expired in the term. They will receive a W for all their courses regardless of their current class averages. The student must file a Withdrawal from the College form with the Office of the Registrar. Upon return from active duty, the student shall be readmitted without paying the rematriculation fee.
2. **Withdrawal from individual courses:** Students may withdraw from one or more of their courses and receive a W for a grade regardless of the number of weeks that have expired in the term or of their current class averages. They may be entitled to a tuition refund depending upon the number of credits they have withdrawn compared to the number of credits they have not withdrawn. To do this, the student must file a Withdrawal from a Course form with their instructor, who will submit this form to the registrar. The student is responsible for both the grades and the tuition for the courses in which s/he remains enrolled.
3. **Transfer to online courses:** Students may transfer one or more of their lecture courses from on-campus sections to online sections if appropriate instructors and course materials are available. There will not be an additional fee charged.
4. **Incomplete grades:** Students may request an incomplete grade from their instructors in one or more courses. Instructors are not required to grant the grade of incomplete but are encouraged to give due consideration to the student in such circumstances. If an incomplete grade has been assigned, the student must complete the course requirements within two complete semesters following deactivation from duty (an additional semester extension with approval by the dean and the vice president for academic affairs or designee may also be given).

Students who elect to withdraw from one or more courses should first consult with a campus financial aid advisor. Additionally, students can view the reserve/guard financial aid resource page on the National Association of Student Financial Aid Administrators website at [nasfaa.org](https://nasfaa.org).

All students who wish to be considered candidates for graduation must file an application for graduation with the registrar by the date indicated on the [academic calendar](#). Applications may be completed online at nyit.edu; go to [MyNYIT](#) and select NYITConnect. Students are required to complete all program requirements to be eligible for graduation. See the graduation section of this catalog for guidelines used to evaluate students for graduation. Please note that some programs have specific requirements, which supersede these guidelines.

# Graduation

---

## Rank

NYIT does not rank students.

## Diplomas

Diplomas are held in the Office of the Registrar for a period of two years from the date of graduation. After two years, a replacement diploma must be ordered and the new diploma will bear the current names of the officials in office at the time the replacement diploma is produced. The cost for a replacement diploma may be found on the [registar website](#).

## **Graduation Evaluation Guidelines**

### **Requirements for Graduation**

All students who wish to be considered as candidates for graduation must file an application for graduation with the registrar by the date indicated on the [academic calendar](#). Applications can be completed online by accessing [NYITConnect](#). To be eligible for graduation, students must complete all program requirements. The following graduation guidelines will be used to evaluate students for graduation. Please note some programs have specific requirements that supersede these guidelines.

### **Graduation Evaluation Guidelines\***

NYIT academic programs are registered by the New York State Education Department (NYSED), Office of Higher Education. Academic degrees for undergraduate, graduate, and professional programs, as well as advanced diplomas and certificates/advanced certificates, may be conferred on matriculated students upon the successful completion of all program requirements.

NYIT academic program requirements are uniform at all NYIT locations and can be changed only with the approval of the NYIT Academic Senate, and if necessary, with approval of NYSED.

Students are responsible for ensuring that all degree requirements listed in the catalog in effect on the date of their admission/readmission are fulfilled. Errors on degree maps or degree audit advisement reports do not constitute a basis for waiving degree requirements. Discrepancies in documents will be addressed by the academic dean responsible for the program.

NYIT faculty will review students' academic records and recommend them for graduation by signing and submitting a degree audit evaluation to the Office of the Registrar. An audit of the academic records of students recommended for graduation will be conducted by the Office of the Registrar, which will notify the deans, department chairs, and students of the outcomes.

### **The criteria used to evaluate students for graduation are uniform at all campus locations and are as follows:**

NYIT students will be matriculated in an academic program, have all transfer credits posted to their academic record, and have all admissions and prerequisite requirements satisfied. Students will be evaluated for graduation using the program requirements in effect at the time of their most recent admission/readmission into the program. Students readmitted after a break of five years or less (undergraduates must be within 30 credits of degree completion) may request approval to follow the program requirements in place at the time of their readmission. The academic dean responsible for the program will decide in this matter. Students readmitted after a break of more than five years (undergraduates must be within 30 credits of degree completion) may request approval to follow the program requirements in place at the time of their readmission. The vice president of academic affairs (or designee) will decide in this matter. In all cases, NYSED regulations will guide these decisions. For most programs, the undergraduate cumulative grade point average (GPA) will be a minimum of 2.0 and the graduate cumulative GPA will be a minimum of 3.0. Some programs require a higher minimum cumulative GPA. These minimum cumulative GPA requirements cannot be waived, and NYIT does not round the cumulative GPA. All undergraduate courses in which the grades of A–D (inclusive of + and - grades), F, WF, IF, and graduate courses with grades of A–C (inclusive of + grades) and F, WF, and IF will be used in the computation of the cumulative GPA unless a course is major modified\*\* or complies with the NYIT repeat policy. All required and elective undergraduate courses (or approved course substitutions) must be completed with a minimum grade of D or P. Graduate courses (or approved substitutions) must be completed with a minimum grade of C or P. Courses that have specific grade requirements will be considered completed only when the required grade is achieved. Effective 2002, prior to graduation, all outstanding coursework must be completed and a grade recorded. To be eligible for graduation, undergraduate students must complete a minimum of 30 credits toward their NYIT degree. A minimum of 15 credits in the major must be taken in residence at NYIT. At least nine credits must be advanced-level courses (300 or higher) in the major field of study. Graduate students will satisfy the residency requirements specific to the academic program. Upon satisfactory completion of program requirements, students will be awarded a certificate or degree for the program in which s/he is matriculated. A second certificate or degree will not be awarded for programs whose requirements are a subset of the program in which the student is matriculated. A second certificate or degree can be awarded after all program requirements for the second certificate or degree are satisfied or as specified in the NYIT catalog.

### **Modifications to program requirements are managed as follows:**

The number of credits required for academic programs is specified in the NYIT catalog. A maximum of two elective credits can be waived by the dean or designee responsible for the program. However, the total number of credits required to graduate will not be less than required by NYSED.

General education course core requirements cannot be waived. Course substitutions within the core requirements may be approved by the dean or designee for the discipline responsible for the core requirement.

Major course requirements cannot be waived. Course substitutions for major courses and program electives can be approved by the dean or designee responsible for the academic program.

The number of course substitutions are limited to three to avoid changing the focus of the program. More than three substitutions require approval of the dean responsible for the program.



Retroactive graduation will be considered only if all program requirements have been completed and course substitutions approved as of the requested retroactive graduate date. The dean of the program will consider the request and make a recommendation to the provost and vice president for academic affairs, who will decide in the matter.

\* As approved by the Academic Senate and submitted by the Admissions and Academic Standards Committee.

\*\* Major modified courses are not included in the computation of the cumulative GPA but remain on the academic transcript. Major modified courses must be approved by a chair/dean.

### **Degrees with Distinction**

A graduating undergraduate student who has achieved a cumulative GPA of at least 3.7 receives the baccalaureate degree summa cum laude; at least 3.5, magna cum laude; and at least 3.2, cum laude. A graduating graduate student who has achieved a minimum 3.5 cumulative GPA will graduate with distinction. Undergraduate and graduate certificate students and associate degrees are not eligible for honors. These distinctions are noted on students' diplomas as well as on their transcripts.

Students must complete 55 percent of all coursework at NYIT. If 55 percent of the work was not taken at NYIT, grades for only those courses accepted as transfer credits from previous colleges will be computed into the cumulative GPA. Students must first receive at least a 3.2 GPA at NYIT before transfer credits are included in the cumulative average. Fifty-five percent of all college course grades must be in the form of letter grades from either NYIT or a former college. Students who do not have at least 55 percent of their credits in courses for which letter grades have been given are not considered for honors.

### **Requirements for a Second Bachelor's Degree**

Students who already hold a bachelor's degree may earn a second bachelor's degree by satisfying the following requirements:

1. Upon application to the [Office of Admissions](#), the student should be directed to seek formal advisement from the department. With this advisement on record, the student may proceed and be reviewed for acceptance into the program.
2. A cumulative GPA of at least 2.0 must be earned in the courses taken at NYIT for the second degree.
3. Work toward a second degree must be completed in a major or program distinctly different from the major or program of the first degree.
4. A student must complete all core requirements of an NYIT bachelor's degree. The work in the major area of concentration must be completed in accordance with the requirements listed in the applicable catalog.
5. A minimum of 36 credits over and above any used to satisfy the requirements of the first bachelor's degree must be completed at NYIT. A minimum of 18 of these 36 credits must be in the new major field of concentration. Students must be aware that completing a new major field of concentration may require significantly more than 36 credits. Students may not retake courses previously completed toward the first degree.

Students should have an approved degree map on file showing an academic plan at the start of their studies.

### **Policies and Rules**

# **Family Educational Rights and Privacy Act Annual Notice and Directory Info**

The [Family Educational Rights and Privacy Act \(FERPA\)](#) affords eligible students certain rights with respect to their education records. An "eligible student" under FERPA is 18 years of age or older or attends a post-secondary institution. Rights include:

1. The right to inspect and review the student's education records within 45 days after the day NYIT receives a request for access. A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The NYIT official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the NYIT official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask NYIT to amend a record should write the NYIT official responsible for the record, clearly identify the part of the record the student wants changed, and specify why it should be changed.

If NYIT decides not to amend the record as requested, NYIT will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information on the hearing procedures will be provided to the student when notified of the right to a hearing.

3. The right to provide written consent before the university discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

NYIT discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by NYIT in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person serving on the board of trustees; or a student serving on an official committee, such as a disciplinary or grievance committee. A school official also may include a volunteer or contractor outside of NYIT who performs an institutional service of function for which NYIT would otherwise use its own employees and who is under the direct control of NYIT with respect to the use and maintenance of PII from education records, such as an attorney, auditor, or collection agent or a student volunteering to assist another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for NYIT.

Upon request, NYIT also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by NYIT to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

FERPA permits the disclosure of PII from students' education records, without consent of the student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the student, §99.32 of FERPA regulations requires the institution to record the disclosure. Eligible students have a right to inspect and review the record of disclosures. NYIT may disclose PII from education records without obtaining prior written consent of the student.

To other school officials, including professors, within NYIT whom NYIT has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom NYIT has outsourced institutional services or functions, provided that the conditions listed in §99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(2) are met. (§99.31(a)(1))

To officials of another school where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))

To authorized representatives of the U.S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or state and local educational authorities, such as a state postsecondary authority that is responsible for supervising NYIT's state-supported education programs. Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of federal- or state-supported education programs, or for the enforcement of or compliance with federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf. (§99.31(a)(3) and §99.35))

In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§99.31(a)(4))

To organizations conducting studies for, or on behalf of, NYIT, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))

To accrediting organizations to carry out their accrediting functions. ((§99.31(a)(7))

To parents of an eligible student if the student is a dependent for IRS tax purposes. (§99.31(a)(8))

To comply with a judicial order or lawfully issued subpoena. (§99.31(a)(9))

To appropriate officials in connection with a health or safety emergency, subject to §99.36. (§99.31(a)(10))

Information NYIT has designated as "directory information" under §99.37. (§99.31(a)(11))

To a victim of an alleged perpetrator of a crime of violence or a nonforcible sex offense, subject to the requirements of §99.39. The disclosure may only include the final results of the disciplinary proceeding with respect to that alleged crime or offense, regardless of the finding. (§99.31(a)(13))

To the general public, the final results of a disciplinary proceeding, subject to the requirements of §99.39, if NYIT determines the student is an alleged perpetrator of a crime of violence or nonforcible sex offense and the student has committed a violation of NYIT's rules or policies with respect to the allegation made against him or her. (§99.31(a)(14))

To parents of a student regarding the student's violation of any federal, state, or local law, or of any rule or policy of NYIT, governing the use or possession of alcohol or a controlled substance if NYIT determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a)(15))

FERPA is designed to protect the privacy of student's educational records, to establish student's right to inspect and review these records, and to provide guidelines for correcting inaccurate data about students. NYIT fully complies with this federal act as follows:

NYIT designates the following categories of student information as public or "directory" information pursuant to existing laws, and may disclose or release the information without written consent:

- name
- major field of study
- minor field of study
- address
- telephone number
- email address
- dates of attendance
- participation in officially recognized activities and sports
- photos
- height/weight (for athletic team members)



date/place of birth  
degrees and awards received and dates awarded  
most recent previous institution attended  
school/college

Students must inform the college if they do not want this information disclosed by filing a written request with the Office of the Registrar. This can be done using a [Request to Prevent Disclosure of Directory Information](#).

NYIT also complies with the federal Solomon Amendment, which requires colleges and universities to provide the following information from student records if requested by military recruiters:

name  
address  
telephone number  
age or date of birth  
present level of education such as freshman or sophomore  
date of graduation  
academic field of study

NYIT also complies with the [Personal Information Protection Act \(PIPA\)](#), which applies to students attending NYIT's Vancouver campus in British Columbia, Canada.

**Financial Aid Undergraduate**

## Financial Aid: Undergraduate Students



NYIT is committed to helping students afford the opportunity for a valuable education. In order for the college to determine eligibility for financial aid, all students (except international students) must complete the Free Application for Federal Student Aid (FAFSA) at [fafsa.ed.gov](https://fafsa.ed.gov). Financial aid is provided through various sources (e.g., college, state, and federal funds). This aid is awarded in the form of scholarships, grants, loans, and employment opportunities. Awards are designed to recognize scholastic achievement, service, and/or demonstrated need. The variety of financial aid programs available allows many students to greatly reduce their educational costs while attending NYIT.

Financial aid award(s) are not guaranteed and are subject to any and all revisions in federal, state and institutional policies, availability of funds, changes in enrollment, minimum grade requirements, housing status, and timely submission of all required documentation, including official transcripts, as well as adjustment of any miscalculation of awards. Student's financial aid eligibility requires registration in appropriate program level courses. (It is the student's responsibility to request, complete, and submit all forms with necessary documentation for all financial aid programs, including scholarships, in a timely manner. Awards are not granted retroactively and are subject to funds availability.) All students must meet Satisfactory Academic Progress (SAP) requirements at all times in order to receive and retain financial aid. NYIT reserves all rights to review and/or modify its financial aid programs. All programs are subject to change due to revisions in federal or state government or institutional policies.

Additional criteria and information may be obtained from the [Office of Financial Aid](#). Students are responsible for reading [Financial Aid Disclosures](#) before deciding to accept or decline their financial aid.

It is the student's responsibility to be aware of all filing deadlines for financial aid and to notify the Financial Aid Office of any changes in enrollment, housing status, and dependency. Students should be aware that in the event of an over-award, a situation that occurs when the amount of aid exceeds the student's financial need or cost of attendance, federal regulations require that the aid be reduced to within the student's established educational cost of attendance.

**Find:** [Financial Aid Consumer Information](#)

**Institutional Eligibility:** [2017-2018 FSA Handbook, Vol. 2, Ch. 1](#)

**File a Complaint:** [Consumer Financial Protection Bureau](#) or [New York State Education Department](#)

## FERPA Regulations

The following guidance provides eligible students with general information about the Family Educational Rights and Privacy Act (FERPA) ...

[Go to entry](#)

## Federal Application Requirements and Procedures

Requirements for Federal Student Aid  
Federal Verification Requirements

[Go to entry](#)

## Requirements for Determination of Independent Student Status

To be considered an independent student for any federal financial aid program, students must meet the following criteria ...

[Go to entry](#)

## Scholarships and Grants

First-Year Student Scholarships  
Transfer Scholarships  
Continuing Student Scholarships  
NYIT Grant  
Athletics Service to School Award

[Go to entry](#)

## Eligibility: All Students

Eligibility for NYIT institutional scholarships, grants, and assistantships is limited to students whose campus location is Long Island (Old Westbury), New York City (Manhattan), or Online, unless otherwise stated.

Eligibility for NYIT institutional scholarships, grants, and assistantships are limited to students who are meeting Satisfactory Academic Progress (SAP).

NYIT institutional scholarships, grants, and assistantships are awarded and applicable to fall and spring semesters only, unless otherwise stated.

All registered credits, for determination of eligibility, must be applicable to the student's degree program of study.

Students have the responsibility to request, complete, and submit all forms with necessary documentation for all financial aid programs, including scholarships, in a timely manner.

Awards are not granted retroactively.

Any designated "tuition only" awards cannot exceed the cost of tuition and will be reduced accordingly.

For maximum consideration for all types of scholarships and awards, students must file the [Free Application for Federal Student Aid \(FAFSA\)](#) by the **February 1** priority date. Additional information on program-specific awards and availability can be found by visiting the [Office of Financial Aid](#).

[Go to entry](#)

## Federal Grants



[Federal Pell Grant](#)  
[Federal Supplemental Educational Opportunity Grant \(FSEOG\)](#)  
[Federal College Work-Study Program \(CWSP\)](#)

**State Grants & Scholarship Programs**

[New York State Tuition Assistance Program \(TAP\)](#)  
[New York State Aid for Part-Time Study \(APTS\)](#)  
[NY State Veterans Tuition Awards](#)  
[New York State Aid to Native Americans](#)  
[Adult Career and Continuing Education Services \(ACCES-VR\)](#)  
[New York State Achievement and Investment in Merit Scholarship \(NY-AIMS\)](#)  
[New York State Math and Science Teaching Incentive Scholarships](#)  
[New York State Military-Related Awards](#)  
[New York State Regents Awards for Children of Deceased & Disabled Veteran](#)  
[New York State Scholarships for Academic Excellence](#)  
[New York State World Trade Center Memorial Scholarship](#)

**Other State Aid Outside of New York**

[Vermont Incentive Grant](#)

**Loans**

[Federal Perkins Loans](#)  
[Federal Direct Stafford Loans](#)  
[Federal Parent Loans for Undergraduate Students \(PLUS\)](#)  
[Federal Loan Repayment Plans](#)  
[Private Loans](#)

**Satisfactory Academic Progress (SAP) Policy**

Financial Aid Rules Regarding Academic Progress and Satisfactory Standards for Financial Aid Eligibility  
Introduction, Guidelines for Academic Progress  
Qualitative Standard, Undergraduate Standard  
Pace (formerly referred to as the Quantitative Standard), Completion Rate, Maximum Time Frame for Degree Completion  
Effects of Remedial, ESL, and Repeated Courses, Consequences of Failure to Meet Satisfactory Academic Progress  
Financial Aid Warning, Financial Aid Probation, Appeal Process  
Tuition Assistance Program (TAP) Satisfactory Academic Progress, TAP Waivers

[Go to entry](#)

**Title IV Student Withdrawal Policy**

Objective, Background, Policy  
Withdrawal Date, Official Notification Provided, Official Notification Not Provided  
Last Date of Attendance, Date of Institution's Determination of Student Withdrawal  
Date of Official Notification Provided, Date of Official Notification Not Provided, Rescission of Withdrawal  
Calculation of Earned Title IV Assistance, Withdrawal from Cycle Classes, Post-Withdrawal Disbursements  
Refund of Unearned Funds to Title IV, Refunds by the College, Refunds by the Student  
Payment Period or Enrollment Period, Documentation

[Go to entry](#)

**Veterans Benefits**

Veterans may qualify for additional benefits, including the [Yellow Ribbon Program](#). For more information, contact the following agencies:

[U.S. Department of Veterans Affairs \(VA\)](#)

[GI Bill®](#)

[NY State Veterans](#)

Office of the Registrar at NYIT's Long Island (Old Westbury) campus, email: [registrar@nyit.edu](mailto:registrar@nyit.edu)

[Go to entry](#)

## Additional External Study Options

---

### Study Abroad Programs

NYIT's study abroad programs offer exciting and effective ways to learn about the rapidly changing world and offer students opportunities to experience different cultures. NYIT has several study abroad programs administered by various academic departments that enable students to earn credits toward an academic degree ...

[Go to entry](#)

### Financial Aid for Consortium Agreements

NYIT students who want to attend other institutions in the United States or abroad for a semester may be able to use federal financial aid under a consortium agreement. Students must be approved by their respective academic department prior to attending another institution for the semester(s) ...

[Go to entry](#)

### Financial Aid for Contractual Agreements

NYIT students who want to attend other non-Title IV eligible institutions in the United States or abroad for a semester may be able to use federal financial aid under a contractual agreement. Students must be approved by their respective academic department prior to attending the semester(s) ...

[Go to entry](#)

### Cooperative Tuition Award

The Cooperative Tuition Certificate is an award that recognizes cooperating professionals/clinical instructors for mentoring NYIT students. This certificate is granted in recognition of service rendered to NYIT via the Cooperating Professional or Clinical Instructor programs. ...

[Go to entry](#)

### Vocational Independence Program (VIP)

Students enrolled in NYIT's Vocational Independence Program may be eligible to receive federal student aid in the form of a Federal Pell Grant, Federal Supplemental Educational Opportunity Grant (FSEOG), and/or the Federal Work Study Program ...

[Go to entry](#)

## Additional Financial Aid Policies for Undergraduate Students

---

### High School Diploma

If you enroll in higher education for the first time on or after July 1, 2012, in order to be eligible for federal student aid, you must have either a high school diploma or a recognized equivalent, as defined by state law ...

[Go to entry](#)



**Transfer Students**

All students transferring from other institutions will have their credits evaluated by the Transfer Credit Evaluation department once admitted to NYIT. The final number of transferred credits will be posted to the system of record only after the student is enrolled and all final official transcripts and relevant test scores have been received ...

[Go to entry](#)

**Combined Degree Programs – Federal Aid Eligibility**

Students enrolled in a combined undergraduate/graduate program are considered undergraduate for the first 90 credits for the purposes of awarding federal student aid excluding students enrolled in the B.S./D.O.\* program. Upon satisfactory completion of 90 undergraduate credits, they become eligible to receive federal student loans at the graduate level ...

[Go to entry](#)

**Undergraduate Students Enrolled in Graduate Courses**

A student in an undergraduate degree program is not eligible for graduate loans based on taking graduate coursework as a part of the undergraduate program. An undergraduate student who elects to enroll in graduate coursework must obtain approval from both his/her academic department and the Office of the Registrar ...

[Go to entry](#)

**Preparatory Coursework**

Policy  
English as a Second Language (ESLI Courses): Financial Aid Eligibility

[Go to entry](#)

**Financial Aid for Repeated Coursework: Financial Aid Impact**

Repeating courses may significantly impact Satisfactory Academic Progress (SAP) and eligibility for Title IV federal financial aid and institutional aid  
Repeated Coursework: New York State Tuition Assistance Program Regulations (TAP)

[Go to entry](#)

**Financial Aid Undergraduate**

**Adult Career and Continuing Education Services (ACCES-VR)**

The mission of the Adult Career and Continuing Education Services–Vocational Rehabilitation (ACCES-VR) program is to assist individuals with disabilities to achieve and maintain employment, and to support independent living through training, education, rehabilitation, and career development. They provide vocational, rehabilitation, and independent living services to all eligible persons to enable them to work and live independent, self-directed lives.

For further information, contact 1.800.222.JOBS (5627) or visit [NYSED](#).

**Financial Aid Undergraduate**

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

The Aid for Part-Time Study (APTS) program provides grant assistance for eligible part-time students enrolled in approved undergraduate studies.

This New York state grant program provides aid amounts up to \$2,000 per year (\$1,000 per semester) for eligible part-time students enrolled in at least three but fewer than 12 credit hours per semester. An APTS award cannot exceed tuition charges. Students must be enrolled for the entire 15 weeks of the semester for which they are seeking APTS.

To be considered for an APTS award, you must:

- be a United States citizen or eligible noncitizen
- be a legal resident of New York state and have resided in NYS for at least 12 continuous months prior to the start of the term.
- have graduated from a high school in the United States, earned a high school equivalency diploma by passing a Test Assessing Secondary Completion (TASC) formerly known as a GED, or passed a federally approved "Ability to Benefit" test as defined by the Commissioner of the State Education Department
- be enrolled as a part-time student
- be matriculated in an approved program of study in a participating New York state postsecondary institution
- be in good academic standing
- be charged at least \$100 tuition per year
- not have exhausted Tuition Assistance Program (TAP) eligibility
- not be in default on any federal or state student loan or on any repayment of any NYS awards
- be in compliance with the terms of any service condition imposed by a NYS award
- meet the following income eligibility limitations which are based on New York state net taxable income; federal, state, or local pension income; and private pension or annuity income (if applicable) from the preceding calendar year:
  - If you were claimed as a tax dependent by your parents, family income (i.e., net taxable income of student and parents) cannot exceed \$50,550.
  - If you were not eligible to be claimed as a tax dependent by your parents, income (i.e., net taxable income of student and/or spouse, if married as of December 31) cannot exceed \$34,250.
  - If you were not eligible to be claimed as a tax dependent by your parents but you were eligible to claim dependents of your own other than yourself and/or your spouse, income (i.e., net taxable income of student and spouse) cannot exceed \$50,550.

Funding is limited and students are strongly urged to apply early by [completing the application](#) and submitting it to the Office of Financial Aid along with a copy of the appropriate year NYS Tax Return form for the student, spouse, and/or parents (if applicable). Students must submit all required documentation to the NYIT Office of Financial Aid as soon as requested.

## New York State Part-Time Tuition Assistance Program (TAP)

### NYIT TAP CODE – 2120

[Part-time TAP](#) helps eligible New York residents attending in-state postsecondary institutions on a part-time basis pay for tuition. Part-time TAP is a grant and does not have to be paid back. To be eligible for part-time TAP a student must be a first-time freshman in the 2006–2007 academic year or later, have earned 12 credits or more in each of two consecutive semesters for a minimum total of 24 credits earned, and maintain a minimum of a C average.

Additionally, students must be taking at least six but fewer than 12 credits per semester to qualify for part-time TAP and meet all other eligibility requirements for the TAP grant. The Office of the Registrar will review students' academic records for part-time TAP eligibility. Part-time TAP is not the same as [Aid for Part-Time Study](#). Part-time TAP and Aid for Part-Time Study may not be awarded in the same semester.

**Financial Aid Undergraduate**

## Athletics Service to School Award

An Athletic Service to School Award is made in accordance with, and subject to, the rules and regulations of New York Institute of Technology, National Collegiate Athletic Association (NCAA), and East Coast Conference (ECC) for all sports.

A summary of terms governing this award may be found in the *Athletic Agreement*. Please note the following:

A student-athlete must pass a physical administered by the NYITCOM Riland Health Care Center before the first day of scheduled practice. The student athlete must also pass a concussion test with the NYIT Athletic Training Department and provide proof of sickle cell trait testing, or provide a signed Sickle Cell Waiver to the Athletic Training Staff, before the first day of scheduled practice.

An Athletic Service to School Award may be renewed each year as long as the recipient achieves and maintains a 2.0 cumulative grade point average and successfully completes 27 credit hours, applicable to the student's academic program, in each award year. For all student athletes, a cumulative



GPA of at least 2.0 and completion of a minimum of nine credits must be earned at the conclusion of the fall semester of the aid year in order to retain athletic award eligibility for the spring semester. Recipients must be matriculated and registered full-time (12 credits or more) each semester. All courses must be applicable toward the student athlete's degree program.

The department of athletics reserves the right to evaluate any and all instances when this policy is being utilized to drop a scholarship, as well as make exceptions to this policy when doing so is in the best interest of the student-athlete.

Pursuant to NCAA regulations, the athletic award and financial aid cannot exceed a determined limit. In the event that the total financial aid package exceeds the NCAA or NYIT maximum, the athletic award will be reduced in order to comply with NCAA and NYIT regulations. New York Institute of Technology reserves the right to adjust any athletic award due to the receipt of other institutional, state, and federal aid, including the Federal Pell Grant and other exempted Government Grants (as outlined in NCAA Bylaws 15.2.4.1 and 15.02.4.4). A copy of all financial information will be on file in the Office of Intercollegiate Athletics and Recreation.

Student must complete all required forms as designated by the Office of Financial Aid. A completed [Free Application for Federal Student Aid \(FAFSA\)](#) as well as a New York State TAP Grant application (for NY residents only) must be on file prior to the start of your first semester of attendance. Your award will not be posted to your account unless the above-mentioned forms have been completed and are on file with the Office of Financial Aid. International student-athletes are exempt from the FAFSA requirement.

Any New York Institute of Technology student-athlete receiving a New York Institute of Technology Athletic Service to School Award may not be awarded other institutional aid per NCAA Bylaws 15.02.4.1 without prior approval from the Senior Director of Financial Aid. Other institutional aid is defined as all funds administered by New York Institute of Technology, which include, but are not limited to the following: scholarships, grants, or tuition remission. Institutional grants, scholarships and/or tuition remission that is designated as a "tuition only" resource cannot exceed the cost of tuition and will be reduced accordingly. Any other aid received from an outside source is subject to state and federal aid regulations.

## **Other Terms and Conditions of the Athletic Service to School Award**

All recipients of a New York Institute of Technology Athletic Service to School Award shall meet the admissions requirements for New York Institute of Technology as well as the initial and continuing academic eligibility standards set forth by the rules and regulations of New York Institute of Technology, the National Collegiate Athletic Association (NCAA), and the East Coast Conference (ECC), for all sports except baseball. All New York Institute of Technology Athletic Service to School Awards are awarded by the Office of Financial Aid upon the recommendation of the Director of Athletics. This New York Institute of Technology Athletic Award offer is valid only for the stated academic year (fall/spring).

### ***Renewal of the New York Institute of Technology Athletic Service to School Award will depend on the recipient:***

Meeting New York Institute of Technology's standards of satisfactory academic progress toward degree completion;  
Meeting the NCAA Progress toward degree standards for satisfactory academic progress toward degree completion in compliance with the *Division II Manual*. All student-athletes are required declare a major with the Office of the Registrar by their fifth semester;  
Division II 14.4.1 Progress-Toward-Degree Requirements: *To be eligible to represent an institution in intercollegiate athletics competition, a student-athlete shall maintain progress toward a baccalaureate or equivalent degree at that institution. (See Constitution 3.3.4.6 regarding the obligations of members to publish their progress-toward-degree requirements for student-athletes.)*

Meeting all conditions and athletic eligibility requirements as specified by the latest *NCAA Division II Policy Manual – East Coast Conference* for all sports;

Meeting all conditions and requirements set forth by the Director of Athletics and the Head Coach of the sport for which the award was granted;

Participating in the sport(s) throughout the season(s). Participation is understood to include trying out for the team, attending all practices and scheduled events, training sessions, and post season competition. Failure to participate without the prior approval of the coach or Director of Athletics could result in the nonrenewal/cancellation of the recipient's Athletic Service to School Award;

Understanding that Athletic Service to School Awards are granted for a maximum of one (1) academic year (fall/spring), with renewal contingent upon the student-athlete conforming to the eligibility rules and regulations for athletic participation as determined by New York Institute of Technology, its applicable athletic conference affiliation, and the NCAA Individual team-training guidelines for intercollegiate student-athletes, and that all of the above references are also considered rules of the institution; and

Completing and filing the appropriate financial aid forms each year (FAFSA, NYS TAP Application, Master Promissory Notes, and Entrance Counseling for loans, etc.) with New York Institute of Technology's Office of Financial Aid

### ***This Athletic Service to School Award may be revoked, canceled, and/or non-renewed for any of the following reasons:***

Failure to sign and return the New York Institute of Technology Athletic Service to School Award Agreement within two weeks of the date of issue

Academic dismissal from New York Institute of Technology

Violation of team rules

Violation of the NCAA drug-testing program

Violation of New York Institute of Technology's Code of Conduct

Failure to comply with NCAA regulations and/or committing a violation of NCAA regulations

Failure to meet New York Institute of Technology's academic standards

Voluntary withdrawal from New York Institute of Technology

Signing a professional sports contract for this sport

Agreeing to be represented by an agent

Receiving other aid that exceeds individual financial aid limits

***Additionally, per the NCAA Bylaws for the Permitted Reduction or Cancellation of Aid, the New York Institute of Technology Athletic Service to School Award may be reduced or canceled during the period of the award if the recipient:***

- Renders himself or herself ineligible for intercollegiate competition; or
- Fraudulently misrepresents any information on an application, letter of intent, or financial aid agreement; or
- Engages in serious misconduct warranting substantial disciplinary penalty; or
- Voluntarily withdraws, quits, or resigns from a sport/team at any time for personal reasons

If a student-athlete voluntarily withdraws from participation in a sport, their New York Institute of Technology Athletic Service to School Award may be prorated and adjusted as of the date of withdrawal. Any reduction or cancellation of athletic award will be provided in writing to the student-athlete by the Office of Financial Aid.

Per the NCAA Bylaws regarding the Non-Permitted Reduction or Cancellation of Athletic Service to School Award, the award cannot be increased, reduced, or canceled during the period of its award on the basis of athletics ability, performance, or contribution to a team’s success; because of an injury or illness that prevents a student-athlete from participating in athletics, or for any other athletic reason.

Eligibility for Athletic Service to School Award is limited to students whose campus location is Long Island (Old Westbury) or New York City (Manhattan).

**Financial Aid Undergraduate**

# Combined Degree Programs – Federal Aid Eligibility: Undergraduate Students

Students enrolled in a combined undergraduate/graduate program are considered undergraduate for the first 90 credits for the purposes of awarding federal student aid, excluding students enrolled in the B.S./D.O.\* program. Upon satisfactory completion of 90 undergraduate credits, they become eligible to receive federal student loans at the graduate level. Students must apply for the graduate portion of their combined program by contacting the Office of Graduate Admissions. Students who have been awarded an undergraduate academic scholarship, and continue to meet renewal criteria, will receive the scholarship while enrolled in the undergraduate portion of the program only, up to 90 credits. After transition to the graduate level (excluding B.S./D.O.\*) (91+ credits), students may be eligible for a variety of special scholarship programs depending on the enrolled program of study, cumulative GPA, and other factors. In order to receive graduate-level financial aid, the student must also update the [FAFSA](#) student data fields from undergraduate to graduate level.

For more information, view the section on [Combined Programs Scholarships](#).

## NYIT Combined Programs

- B.S./D.O. – Doctor of Osteopathy\*
- B.S./D.P.T. – Doctor of Physical Therapy
- B.S./M.S.P.A. – Physician Assistant Studies
- B.S./M.S.P.T. – Physical Therapy
- B.S./M.S.O.T. – Occupational Therapy
- B.F.A./M.A. – Communication Arts\*\*

\* B.S./D.O. students require 115 credits to be completed in the first six semesters of the program. Upon completion of these credits, B.S./D.O. students enter the [NYIT College of Osteopathic Medicine](#) and are under the auspices of NYITCOM's Financial Aid Office policies pertaining to institutional aid.

\*\* B.F.A./M.A. Communication Arts students submit a graduate application at 109 credits.

**Financial Aid Undergraduate**

# Continuing Student Scholarships

## NYIT Scholarship Incentive Awards

NYIT has established Scholar Incentive Awards to recognize full-time undergraduate students who have demonstrated their commitment to the college and have achieved academic success after earning 30–59 credits at NYIT. This scholarship is designed specifically for students who were not awarded any other NYIT scholarship upon being admitted. Earned credits must be applicable to the student’s degree program of study.



Awards will be granted each semester, based on full-time attendance in the previous term and a minimum cumulative GPA of 3.0 for 30–59 credits earned at NYIT. Students who have earned a minimum cumulative GPA of 3.5 for 30–59 credits earned at NYIT will receive a higher scholarship amount. Student must successfully complete at least 12 credits per semester, with no failing or incomplete grades.

Scholar Incentive Awards will be given to eligible students for a maximum of three years or six semesters of continuous enrollment in a four-year program. Award amounts and criteria can be viewed at [Financial Aid – NYIT Scholarships](#).

**NYIT Academic Scholarship Program**

NYIT has established an Academic Scholarship Program to recognize full-time undergraduate students who have demonstrated their commitment to the college and have achieved academic success after earning 60 credits or more at NYIT. The scholarship is designed specifically for students who were not awarded any other NYIT scholarship upon being admitted. Earned credits must be applicable to the enrolled degree program of study.

These awards will be granted each semester, based on full-time attendance in the previous term and a minimum cumulative GPA of 3.0 after 60 or more credits have been earned at NYIT. All credits taken must be applicable to the student’s academic program. Students cannot receive two NYIT merit-based academic scholarships concurrently, unless otherwise specified and awarded by the Office of Admissions. In the event that a student qualifies for more than one scholarship, the one with the highest dollar value will be awarded. Students who have earned a minimum cumulative GPA of 3.5, after completion of 60 or more credits earned at NYIT, will receive a higher scholarship amount.

NYIT Academic Scholarship Program awards will be awarded to eligible students for a maximum of two years or four semesters of continuous enrollment. Award amounts and criteria can be viewed at [Financial Aid – NYIT Scholarships](#).

**Financial Aid Undergraduate**

# Cooperative Tuition Award

Please be advised that this tuition certificate entitles the Cooperating Professional or Bearer to NONMONETARY value of the credits requested. The credit value is equal to the credit charge that was in effect on the last day of the placement semester. As such, the Cooperating Professional or Bearer will be responsible for all charges not covered by the credit award amount. This certificate is transferable and for TUITION CHARGES ONLY. This certificate may not be used for payment of a prior semester charge. Please note that the number of credits redeemed must match the number of credits the Cooperating Professional transfers.

While tuition awards are very valuable, it is important to consider the following information before deciding whether or not to request them:

- 1. The Cooperating Professional may not transfer the tuition award to any supervised student listed for the Cooperating Professional’s supervision.
- 2. ALL COOPERATING PROFESSIONALS MUST report, to the NYIT Academic Department Representative (via email only), the name of the Bearer receiving the transfer within 10 BUSINESS DAYS of date of transfer.
- 3. No more than six credits may be redeemed per Bearer per semester; no more than 12 credits may be redeemed per Bearer per academic program.
- 4. Part 1A/B and 2A on page two of this certificate MUST BE COMPLETED and submitted to the NYIT Office of Financial Aid within the stated time frame for verification and approval.
- 5. This original tuition award can be transferred only once and expires THREE CONSECUTIVE SEMESTERS from the end of the qualifying semester OR date of issuance— whichever is earlier. This expiration date is determined by the Office of Financial Aid.
- 6. If transferred, this award entitles only ONE bearer to the NONMONETARY value of the credits for tuition charges. As listed above, this credit value is equal to the credit charge that was in effect on the last day of the placement semester.
- 7. The authorized Bearer must meet all requirements for admission to the course or program in which enrollment is sought.
- 8. NO CREDITS, REFUNDS, AND PAST-DUE BALANCES will be honored if this certificate is unused or used for fewer than the maximum credits requested.
- 9. All outstanding tuition award credits earned but not redeemed within the stated THREE CONSECUTIVE SEMESTER time frame will expire, hold no value, and not be honored.
- 10. NYIT reserves the right to review certificate redemption where it is unable to confirm that appropriate transfer procedures have been followed.

THE TUITION CERTIFICATE STATEMENT CANNOT BE REPLACED IF LOST OR STOLEN. THE BEARER CANNOT BE THE SUPERVISED STUDENT/TEACHER INTERN. NO REPRODUCTIONS OF THIS CERTIFICATE WILL BE ACCEPTED.

The tuition certificate is a one-time transfer and expires three consecutive semesters from the date of issuance.

**Financial Aid Undergraduate**

# Eligibility: All Students

Eligibility for NYIT institutional scholarships, grants, and assistantships is limited to students whose campus home location is Long Island (Old

Westbury), New York City (Manhattan), or online, unless otherwise stated.

NYIT reserves the right to revise its financial aid programs. All programs are subject to change due to modifications in government or institutional policies. Additional criteria and information may be obtained from the [Office of Financial Aid](#). Students are responsible for reading [Financial Aid Disclosures](#) before deciding to accept or reject their financial aid.

Eligibility for NYIT institutional scholarships, grants, and assistantships are limited to students who are meeting [Satisfactory Academic Progress \(SAP\)](#).

NYIT institutional scholarships and grants are awarded and applicable to fall and spring semesters only, unless otherwise stated.

All registered credits, for determination of eligibility, must be applicable to the student's degree program of study.

Students have the responsibility to request, complete, and submit all forms with necessary documentation for all financial aid programs, including scholarships, in a timely manner.

Awards are not granted retroactively.

Any designated "tuition only" award cannot exceed the cost of tuition and will be reduced accordingly.

For maximum consideration for all types of scholarships and awards, students must file the FAFSA by the February 14 priority date at [fafsa.ed.gov](#). Additional information on program-specific awards and availability can be found by visiting the [Office of Financial Aid online](#).

Student must maintain continuous enrollment, and the minimum semester and cumulative GPA, as required.

**Financial Aid Undergraduate**

## Financial Aid for Consortium Agreements

NYIT students who want to attend other institutions in the United States for a semester may be able to use Federal Financial Aid under a *Consortium Agreement*. Students must be approved by their respective academic department prior to attending another institution for the semester(s).

At least four weeks prior to the start of the semester(s), students must contact the [Office of Financial Aid](#) to complete the Consortium Agreement:

1. Ensure they have a valid [FAFSA](#) on file at NYIT (using Title IV code 002782).
2. Ensure the institution they plan to attend is Title IV eligible, and is willing to participate in a Consortium Agreement.
3. Submit a [Complete Consortium Agreement form](#).
4. Submit an invoice from the Bursar Office of the institution to be attended.
5. Submit [Verification of Enrollment](#) (Course Registration) from the institution to be attended.
6. Submit contact information from the institution to be attended.
7. Students must submit the completed Permission to Take Courses at Another College form with all the appropriate signatures (this form may be obtained from the [Office of the Registrar](#)).
8. Summer Consortia must also include a Seasonal Loan Request form, which can be obtained from the [Office of Financial Aid](#).

Ref: [2017-2018 FSA Handbook, Vol. 2, Ch. 2, p. 2–25, School Eligibility and Operations, \(34 CFR 668.39 and CFR 668.50\)](#).

**Financial Aid Undergraduate**

## Financial Aid for Contractual Agreements

NYIT students who want to attend foreign schools (both Title IV and Non-Title IV eligible) and Non-Title IV eligible domestic institutions for a semester may be able to use federal financial aid under a *Contractual Agreement*. Students must be approved by their respective academic department prior to attending the semester(s).

At least four weeks prior to the start of the semester, student must contact the [Office of Financial Aid](#) to:

1. Ensure they have a valid [FAFSA](#) on file at NYIT (using Title IV code 002782).
2. Ensure the institution they plan to attend will participate in a Contractual Agreement.
3. Submit a [Complete Contractual Agreement form](#).
4. Submit documentation of the cost of attendance from the institution to be attended.
5. Submit [Verification of Enrollment](#) (Course Registration) from the institution to be attended.
6. Submit contact information from the institution to be attended.
7. Submit NYIT academic department's approval (Permission to Enroll).
8. If paying tuition at the other school, submit an invoice from the school to be attended.

The regulations of the U.S. Department of Education govern Title IV student eligibility and eligible amounts. Based on federal regulations, there is a limit on the portion of the program that can be offered by the host school under a contractual agreement. The portion allowed ranges between 25 percent and 50 percent of an educational program that can be provided by the ineligible school.

For further information, please refer to the [2017-2018 FSA Handbook, Vol. 2, Ch. 2, pp. 28–29 School Eligibility and Operations, \(34 CFR 668.39 and](#)



# Federal College Work-Study

NYIT participates in the federally sponsored Federal College Work-Study Program (FCWS). This program provides part-time jobs to students with financial need while enrolled at NYIT. A Federal Work Study job is different from other jobs for the following two reasons:

1. The hours are flexible to ensure that students have enough time to study, and
2. When students apply for financial aid for the following year, the money the student earned through this program is excluded in the federal calculation determining the Estimated Family Contribution (EFC) amount used to determine financial need

Students should complete the [Free Application for Federal Student Aid \(FAFSA\)](#) by the March 1 priority date and indicate a desire to participate in the Federal College Work Study Program on the FAFSA application. The [NYIT Office of Financial Aid](#) will determine a student's eligibility based on demonstrated financial need and availability of federal funds.

If a student is eligible and would like to participate in the Federal College Work-Study Program, they must accept the offer of assistance and contact the [Office of Student Employment](#). If a student fails to contact the Office of Student Employment by the first week in October for the fall semester, or the first week in February for the spring semester, there is a risk that the college work-study award may be canceled. Funds are limited and there is usually a waiting list of students who would like to obtain positions. Jobs are available both on and off campus, and could include community service work. Once students are assigned a job, they will receive a paycheck for the hours they've worked. If a student does not work enough hours, they may not earn all of the funds that have been awarded.

Please be aware that the amount of FCWS indicated on the financial aid package is not deducted from the student's tuition bill, but rather reflects the amount of money available for the student to earn under the program. It is the student's responsibility to obtain a job through the [Office of Student Employment](#). Renewal is dependent upon continued demonstration of financial need, availability of federal funds, and maintenance of the minimum academic standards established by NYIT. Students are required to file the FAFSA and indicate a desire to participate each year for continued determination of eligibility.

If you have been awarded Federal Work Study (FWS) for the 2018–2019 academic year, and have accepted your FWS award, the next step is to find a part-time job on or off campus.

1. Log into [Handshake](#)  
If you have never logged in before, your username is your NYIT email address (ex: bjones@nyit.edu) and your password is your seven-digit student ID number. These can be changed once you've logged in.
2. Click on the "Job Search" button on the menu bar located at the top of the webpage. Under position type, select the type of job you would like to apply for. If you are unsure, you can select both options and search for a job that interests you:  
  
FWS-On Campus: This job would be located in a department on one of the NYIT New York campuses.  
FWS-CSI (Community Service Internship): This job would be located at a nonprofit organization, and would give you the opportunity to work in your field of interest.
3. Once you find a job that interests you, click on the job to view more specifics. Take a look at the job description to see what things you may be asked to do at the job. Be sure to look at the hours per week and qualifications to make sure you meet the requirements.
4. If you meet the job qualifications, and would like to apply for that position, contact the Supervisor listed in the "Applicant Instructions" section to set up an interview time. The Applicant Instructions section will also list what you may be required to submit, such as a cover letter and/or resume.
5. After you have applied, you will be contacted if you were selected for an interview. If you are offered the job your next step is to fill out [Student Employment Paperwork](#) before starting work. This paperwork can be downloaded or picked up from the Office of Student Employment. All forms MUST be completed by the student and signed by your supervisor.
6. Bring your completed, signed forms to the Office of Student Employment, along with the proper ID's listed on the I-9, before you start working.
7. Once your paperwork is completed, submitted, and approved you may start working!

Your paperwork will be processed and you will receive an email within a few days with instructions on how to complete timesheets. You will gain access to your timesheets a few days after receiving this email.

During the school year, you are able to work up to 20 hours per week. During school breaks and summer, you are able to work up to 35 hours per week. You will be eligible to work from July 1, 2018 – June 30, 2019. Once you have earned all the money you have been awarded, you must stop working.

# Federal Direct Stafford Loans

The William D. Ford Federal Direct Stafford Student Loan Program, sponsored by the U.S. Department of Education, offers low interest rates, easy repayment terms, and is geared toward those entering or re-entering the workforce. The loan is not credit based and only requires that students meet specific eligibility requirements. All students must file a [Free Application for Federal Student Aid \(FAFSA\)](#) in order for the Office of Financial Aid to determine eligibility for a Federal Direct Stafford Loan. Depending on enrollment status, FAFSA results, cost of attendance, and other factors an amount and type of Federal Direct Stafford Loan (Subsidized or Unsubsidized) will be offered to eligible students. The federal government is the lender for student or parent loans received through the Federal Direct Loan Program.

Public Law 112-74 amended the Higher Education Act (HEA) to temporarily eliminate the interest subsidy provided on Direct Subsidized Loans during the six-month grace period provided to students when they are no longer enrolled on at least a half-time basis. This change was effective for new Direct Stafford Loans for which the first disbursement was made on or after July 1, 2012, and before July 1, 2014. The federal government will continue to pay interest that accrues on the Direct Subsidized Stafford Loan during in school and other eligible deferment periods.\* The federal government does not pay interest on Direct Unsubsidized Stafford Loans at all. Students have the option to pay interest on the unsubsidized portion of a Direct Stafford Loan while in school, during other eligible periods of deferment, or let interest accrue until repayment begins. Deferred interest payments on Direct Unsubsidized Stafford Loans will be added to the principal loan amount and capitalized by the lender (meaning accrued interest will be added to the principal amount borrowed at repayment).

Applicants must be enrolled at least half-time to be eligible for a Federal Direct Stafford Loan and to maintain eligibility for in-school deferments (minimum six credits per semester, with all credits applicable to the degree program of study).

The following charts describe annual and aggregate maximum eligibility for the Federal Direct Stafford Loan Program, based on dependency status and grade level, as well as Perkins Loan Program requirements.

## Annual and Aggregate Federal Direct Stafford Loan Limits

### Dependent Undergraduate Students

	Freshman 0–30 Credits	Sophomore 31–62 Credits	Junior 63–96 Credits	Senior 97+ Credits	Aggregate Limit
Stafford (Subsidized/Unsubsidized)	\$3,500	\$4,500	\$5,500	\$5,500	\$23,000
Additional Unsubsidized Stafford	\$2,000	\$2,000	\$2,000	\$2,000	\$8,000
Total Stafford	\$5,500	\$6,500	\$7,500	\$7,500	\$31,000

### Independent Undergraduate/Dependent Undergraduate Students with PLUS Denial

*Undergraduate students whose parents have been denied the Direct PLUS loan (based on credit), may apply for an additional \$4,000 (first-year and second-year students) or \$5,000 (third-year students and beyond) Direct Unsubsidized Stafford Loan (described under the subheading for Federal Direct Stafford Loans).*

	Freshman 0–30 Credits	Sophomore 31–62 Credits	Junior 63–96 Credits	Senior 97+ Credits	Aggregate Limit
Stafford (Subsidized / Unsubsidized)	\$3,500	\$4,500	\$5,500	\$5,500	\$23,000
Additional Unsubsidized Stafford	\$6,000	\$6,000	\$7,000	\$7,000	\$34,500
Total Stafford	\$9,500	\$10,500	\$12,500	\$12,500	\$57,500

### Graduate Students

	Graduate Limit	Aggregate Limit
Unsubsidized Stafford	\$20,500	\$138,500

\*Ineligible for *Subsidized* Stafford Loans first disbursed on or after July 1, 2012

Through the possible combination of Subsidized and Unsubsidized Direct Stafford Loans, every student meeting all academic and eligibility requirements should be able to participate in the Federal Direct Stafford Loan Program. Information about the William D. Ford Direct Loan Program can be found at [NYIT's Office of Financial Aid](#) and at [www.studentloans.gov](http://www.studentloans.gov).

Regulations also require the Office of Financial Aid to offer financial aid based on the results of the needs analysis calculated by the federal government from the [Free Application for Federal Student Aid \(FAFSA\)](#) and to perform an eligibility file review for every student applying for the Federal Direct Stafford Loan. The Office of Financial Aid must review each application and will recommend an amount according to the number of credits attempted, the number of credits completed, the grade level, the cost of attendance, the outside resources available to each student and the



Expected Family Contribution (EFC), as derived from the FAFSA. Loan repayment will not be required while the student maintains at least half-time attendance (minimum six credits per semester), with all credits applicable to the degree program of study. Repayment of principal and interest begins six months after the student leaves school or drops below half-time attendance.

Effective for Federal Direct Stafford Loans first disbursed on or after July 1, 2006, the interest rate is fixed. Prior to this date, Federal Direct Stafford Loan interest rates were variable. Federal Direct Loan interest rates change from year to year (in July), and may also change specifically for one type or the other; Subsidized or Unsubsidized, Graduate or PLUS. The interest rate for subsidized and unsubsidized loans disbursed between July 1, 2017 and June 30, 2018 is 4.45 percent. Students who received loans prior to the aforementioned dates and who still have balances outstanding on those loans will continue with the interest rate rules in effect at the time of their original loans. Borrowers will also be charged an origination fee. The Origination Fee represents the lenders' (the federal government) fee for making the loan. For loans disbursed after October 1, 2017, the origination fee is 1.066 percent.

\* Public Law 112-141 also includes a new limit on eligibility for Direct Subsidized Stafford Loans (**SULA – Subsidized Usage Limit Applied**) for new borrowers on or after July 1, 2013. On or after July 1, 2013 a borrower will not be eligible for new Direct Subsidized Stafford Loans if the period during which the borrower has received such loans exceeds 150 percent of the published length of the borrower's educational program. The law also provides that a borrower reaching the 150 percent limit becomes ineligible for interest subsidy benefits on all Direct Subsidized Stafford Loans first disbursed to that borrower on or after July 1, 2013. After you have received Direct Subsidized Loans for your maximum eligibility period, you are no longer eligible to receive additional Direct Subsidized Loans. In addition, if students continue to be enrolled in any undergraduate program after receiving Direct Subsidized Loans for the maximum eligibility period, the federal government will no longer (with certain exceptions) pay the interest that accrues on Direct Subsidized Loans for periods when they would have normally done so.

Please see example of calculating the **Maximum Eligibility Period**:

Program Length	Multiply by Maximum Eligibility Period	
5-Year Bachelor's Degree	1.5	7.5 Years
4-Year Bachelor's Degree	1.5	6 Years
2-Year Associate's Degree	1.5	3 Years

Please see example of calculating the **Subsidized Usage Period**:

(Subsidized Usage Period = Days in Loan Period/Days in Academic Year)

	Begin Date	End Date	Number of Days
Loan Period	August 27, 2013	May 17, 2014	264
Academic Year	August 27, 2013	May 17, 2014	264

Subsidized Usage Period = 264/264 = 1 Year

**Subsidized Usage Period Enrollment for Year Multiply by Prorated Usage**

1 Year	Full-time	1	1 Year
1 Year	Three-quarter time	.75	.75 Year
1 Year	Half-time	.5	.5 Year

Information about the William D. Ford Federal Direct Loan Program can be found at [www.studentloans.gov](http://www.studentloans.gov) or by visiting [Financial Aid – Federal Loan Limits](#).

**Borrower-Based Academic Years and Federal Loans: "Seasonal Loans"**

A standard academic year for NYIT is fall/spring (two semesters); however, a Borrower-Based Academic Year (BBAY) or Seasonal Loan is specific to the period of study for which the borrower is attending and looking to borrow a federal loan. For example, a spring/summer academic year (two semesters) or a summer/fall academic year (two semesters) represents a BBAY or Seasonal Loan. Seasonal Loans are available upon request for those students who wish to receive federal student loans for borrower-based academic years.

Students who are enrolled at least half-time during the summer session may request to be reviewed for Federal Direct Unsubsidized Stafford Loan eligibility for the summer term. The Office of Financial Aid will determine the student's eligibility for federal and/or private loans for this period of enrollment based on FAFSA information and financial aid history. A student will be awarded Federal Loans for a borrower-based year consisting of two terms, either summer/fall or spring/summer, unless the student is graduating or changing enrollment status.

In order to award aid to the student, the Office of Financial Aid must have a valid [FAFSA](#) on file for the appropriate academic year, as well as a completed [Seasonal Loan Request form](#). The Office of Financial Aid will use this form to determine the cost of attendance and budget for the terms being awarded. Students must complete the form in full with information for both terms, otherwise it will not be processed.

Students should understand that Federal Direct Unsubsidized Stafford Loans taken during summer sessions still count toward their aggregate loan limits and may result in them using up eligibility more quickly than students with a traditional two-semester year (fall/spring). Students should also be aware that most scholarships and grants are only offered during the fall and spring semesters.

We strongly recommend that students speak with a [Financial Aid Advisor](#) when completing and submitting the [Seasonal Loan Request form](#) to the

# Federal Loan Repayment Plans

## Repay Your Direct Loans and Federal Family Education Loan (FFEL) Program Loans

Reference: <https://studentaid.ed.gov/sa/repay-loans/understand/plans>

Repayment Plan	Eligible Loans	Monthly Payment and Time Frame	Quick Comparison
<a href="#">Standard Repayment Plan</a>	Direct Subsidized and Unsubsidized Loans Subsidized and Unsubsidized Federal Stafford Loans All PLUS Loans All Consolidation Loans (Direct or FFEL)	Payments are a fixed amount. Up to 10 years (or up to 30 years for Consolidation Loans)	All borrowers are eligible for this plan. You'll pay less over time than under other plans.
<a href="#">Graduated Repayment Plan</a>	Direct Subsidized and Unsubsidized Loans Subsidized and Unsubsidized Federal Stafford Loans All PLUS Loans All Consolidation Loans (Direct or FFEL)	Payments are lower at first and then increase, usually every two years. Up to 10 years (or up to 30 years for Consolidation Loans)	All borrowers are eligible for this plan. You'll pay more over time than under the 10-year Standard Plan.
<a href="#">Extended Repayment Plan</a>	Direct Subsidized and Unsubsidized Loans Subsidized and Unsubsidized Federal Stafford Loans All PLUS Loans All Consolidation Loans (Direct or FFEL)	Payments may be fixed or graduated Up to 25 years	If you're a Direct Loan borrower, you must have more than \$30,000 in outstanding Direct Loans. If you're a FFEL borrower, you must have more than \$30,000 in outstanding FFEL Program loans. Your monthly payments will be lower than under the 10-year Standard Plan or the Graduated Repayment Plan. You'll pay more over time than under the 10-year Standard Plan.
<a href="#">Revised Pay As You Earn Repayment Plan (REPAYE)</a>	Direct Subsidized and Unsubsidized Loans Direct PLUS loans made to students Direct Consolidation Loans that do not include PLUS loans (Direct or FFEL) made to parents	Your monthly payments will be 10 percent of discretionary income. Payments are recalculated each year and are based on your updated income and family size. If you're married, both you and your spouse's income or loan debt will be considered, whether taxes are filed jointly or separately (with limited exceptions). Any outstanding balance on your loan will be forgiven if you haven't repaid your loan in full after 20 or 25 years.	Any Direct Loan borrower with an eligible loan type may choose this plan. Your monthly payment can be more than the 10-year Standard Plan amount. You may have to pay income tax on any amount that is forgiven. Good option for those seeking Public Service Loan Forgiveness (PSLF)
<a href="#">Pay As You Earn Repayment Plan</a>	Direct Subsidized and Unsubsidized Loans Direct PLUS loans made to students Direct Consolidation	Your maximum monthly payments will be 10 percent of discretionary income. Payments are recalculated each year and are based on your updated income and family size. If you're married, your spouse's income or loan	You must be a new borrower on or after October 1, 2007, and must have received a disbursement of a Direct Loan on or after October 1, 2011. You must have a high debt relative to



	Loans that do not include (Direct or FFEL) PLUS Loans made to parents	<p>debt will be considered only if you file a joint tax return.</p> <p>Any outstanding balance on your loan will be forgiven if you haven't repaid your loan in full after 20 years.</p>	<p>your income.</p> <p>Your monthly payment will never be more than the 10-year Standard Plan amount.</p> <p>You'll pay more for your loan over time than you would under the 10-year Standard Plan.</p> <p>You may have to pay income tax on any amount that is forgiven.</p> <p>Good option for those seeking Public Service Loan Forgiveness (PSLF)</p>
<a href="#">Income-Based Repayment Plan (IBR)</a>	<p>Direct Subsidized and Unsubsidized Loans</p> <p>Subsidized and Unsubsidized Federal Stafford Loans</p> <p>All PLUS Loans made to students</p> <p>Consolidation Loans (Direct or FFEL) that do not include Direct or FFEL PLUS loans made to parents</p>	<p>Your monthly payments will be 10 or 15 percent of discretionary income.</p> <p>Payments are recalculated each year and are based on your updated income and family size.</p> <p>If you're married, your spouse's income or loan debt will be considered only if you file a joint tax return.</p> <p>Any outstanding balance on your loan will be forgiven if you haven't repaid your loan in full after 20 or 25 years.</p> <p>You may have to pay income tax on any amount that is forgiven.</p>	<p>You must have a high debt relative to your income.</p> <p>Your monthly payment will never be more than the 10-year Standard Plan amount.</p> <p>You'll pay more over time than under the 10-year Standard Plan.</p> <p>Good option for those seeking Public Service Loan Forgiveness (PSLF)</p>
<a href="#">Income-Contingent Repayment Plan</a>	<p>Direct Subsidized and Unsubsidized Loans</p> <p>Direct PLUS Loans made to students</p> <p>Direct Consolidation Loans</p>	<p>Your monthly payment will be the lesser of:</p> <ol style="list-style-type: none"> <li>1. 20 percent of discretionary income, or</li> <li>2. The amount you would pay on a repayment plan with a fixed payment over 12 years, adjusted according to your income</li> </ol> <p>Payments are recalculated each year and are based on your updated income, family size, and the total amount of your Direct Loans.</p> <p>If you're married, your spouse's income or loan debt will be considered only if you file a joint tax return or you choose to repay your Direct Loans jointly with your spouse.</p> <p>Any outstanding balance will be forgiven if you haven't repaid your loan in full after 25 years.</p>	<p>Any Direct Loan borrower with an eligible loan type may choose this plan.</p> <p>You'll usually pay more over time than under the 10-year Standard Plan.</p> <p>You may have to pay income tax on the amount that is forgiven.</p> <p>Good option for those seeking Public Service Loan Forgiveness (PSLF)</p> <p>Parent borrowers can access this plan by consolidating their Parent PLUS Loans into a Direct Consolidation Loan.</p>
<a href="#">Income-Sensitive Repayment Plan</a>	<p>Subsidized and Unsubsidized Federal Stafford Loans</p> <p>FFEL PLUS Loans</p> <p>FFEL Consolidation Loans</p>	<p>Your monthly payment is based on annual income</p> <p>Up to 15 years</p>	<p>You'll pay more over time than under the 10-year Standard Plan.</p> <p>The formula for determining the monthly payment amount can vary from lender to lender.</p>

## Repay Your Federal Perkins Loan

**Reference:** <https://studentaid.ed.gov/sa/types/loans/perkins>

**Please note:** As of December 18, 2015, the Federal Perkins Loan Extension Act of 2015 went into effect and eligibility will be restricted. No Federal Perkins loans can be made to any student on or after October 1, 2017.

Perkins Loan repayment plan options are not the same as those for Direct Loan Program or FFEL Program loans. It is critical that you know how much you have accumulated in student loan debt. To monitor all of your federal student loans, you may access the National Student Loan Data System (NSLDS) online at [studentloans.gov](http://studentloans.gov) or call toll-free 800.999.8219. Student must complete a Perkins Exit Test, which review terms and conditions of taking out the Perkins loan, as well as reviews the Perkins loan repayment plan and schedule; student are provided with individual repayment schedule.

Your repayment schedule will provide you with the interest rate, payment amounts, and payment methods. The chart below shows sample loan amounts and monthly payments based on the 5 percent interest rate:

Amount Borrowed	Monthly Payment	Number of Payments	Total Amount Paid
\$1,500	\$40	41	\$1640

\$3,500	\$40	109	\$4362
\$5,500	\$58.34	120	\$7000.80
\$6,500	\$68.94	120	\$8272.80
\$7,500	\$79.55	120	\$9546
\$8,500	\$90.16	120	\$10,819.20
\$10,000	\$106.70	120	\$12,728.40
\$12,500	\$132.58	120	\$15,909.60
\$15,000	\$159.10	120	\$19,092
\$20,000	\$212.13	120	\$25,455.60
\$27,500	\$291.39	120	\$35,001.60
\$60,000	\$636.39	120	\$76,366.80

Contact the [Office of Financial Aid](#) for more information on Perkins Loan repayment plans.

## Consolidate Your Loans

**Reference:** <https://studentaid.ed.gov/sa/repay-loans/consolidation>

If you have multiple federal student loans, you can consolidate them into a single Direct Consolidation Loan. This may simplify repayment if you are currently making separate loan payments to different loan holders or servicers, as you'll only have one monthly payment to make. There may be trade-offs, so you'll want to learn about the advantages and possible disadvantages of consolidation before you consolidate.

### Should I consolidate my loans?

The answer depends on your individual circumstances:

#### Pros

- If you currently have federal student loans that are with different loan servicers, consolidation can greatly simplify loan repayment by giving you a single loan with just one monthly bill.
- Consolidation can lower your monthly payment by giving you a longer period of time (up to 30 years) to repay your loans.
- If you consolidate loans other than Direct Loans, it may give you access to additional income-driven repayment plan options and [Public Service Loan Forgiveness](#). (Direct Loans are from the William D. Ford Federal Direct Loan Program.)
- You'll be able to switch any variable-rate loans you have to a fixed interest rate.

#### Cons

- Because consolidation usually increases the period of time you to have to repay your loans, you might make more payments and pay more in interest than would be the case if you don't consolidate.
- Consolidation may also cause you to lose certain borrower benefits—such as interest rate discounts, principal rebates, or some loan cancellation benefits—that are associated with your current loans.
- If you're paying your current loans under an income-driven repayment plan, or if you've made qualifying payments toward Public Service Loan Forgiveness, consolidating your current loans will cause you to lose credit for any payments made toward [income-driven repayment plan forgiveness](#) or Public Service Loan Forgiveness.
- If you want to lower your monthly payment amount but are concerned about the impact of loan consolidation, you might want to consider [deferment or forbearance](#) as options for short-term payment relief, or consider switching to an income-driven repayment plan.
- Once your loans are combined into a Direct Consolidation Loan, they cannot be removed. The loans that were consolidated are paid off and no longer exist.

Financial Aid Undergraduate

## Federal Pell Grant

The Federal Pell Grant is for undergraduate, matriculated students who are enrolled in at least one credit and meet the financial need guidelines of the program. Eligibility for the Federal Pell Grant is limited to students who have not received their first bachelor’s degree or who are enrolled in certain post-baccalaureate programs that lead to certification or licensure, as well as to those who demonstrate financial need according to the results of the [Free Application for Federal Student Aid \(FAFSA\)](#), and meet all other eligibility requirements.

Students are required to file the [Free Application for Federal Student Aid \(FAFSA\)](#) and will then receive the results of their FAFSA directly from the Federal Processing Center. Shortly thereafter, the [NYIT Office of Financial Aid](#) receives the same information electronically. Awards are based on the Expected Family Contribution (EFC) as determined by a federal methodology, the NYIT cost of attendance, the number of credits attempted in a given semester, and the federal appropriation for the program, as determined by Congress. To maintain eligibility for the Federal Pell Grant, students must



apply by submitting the FAFSA annually, continue to meet the financial need guidelines and eligibility rules, and maintain the minimum satisfactory academic progress standards as established by NYIT. Students must also not be in default on any student loan or owe a repayment of Pell Grant funds for attendance in a prior period. Students may not receive a Federal Pell Grant from more than one institution at a time.

### Pell Grant Lifetime Eligibility Used (LEU)

Effective as of the 2012–2013 Award Year, the U.S. Department of Education has established regulations for the duration of a student’s eligibility to receive a Federal Pell Grant. A student may receive up to 12 full-time semesters (six years or its equivalent) of a Federal PELL Grant. This regulation applies to all students eligible for Federal Pell Grants [HEA section 401\(c\)\(5\)](#) and [Title 34 CFR 690](#). If the institution receives notification from the U.S. Department of Education that a Federal Pell Grant applicant has reached, or is close to the maximum lifetime award, the Institution and the US Department of Education will notify the student and the NYIT Office of Financial Aid will adjust all awards as necessary.

### Year-Round PELL Grants

Federal Pell grants are offered during the fall and spring semester for eligible students. Effective beginning with the 2017–2018 award year, students may be eligible for Federal PELL grant funds for up to 150 percent of the Federal PELL Grant Scheduled Award for an award year. This provision of Section 401(b)(8) of the Higher Education Act of 1965 (HEA) as added by section 310 of the Department of Education Appropriations Act, 2017 allows students to receive a Federal PELL grant during a summer period of enrollment if certain conditions are met.

To be eligible for additional PELL grant funds during a summer period of enrollment, a student must be otherwise eligible to receive the PELL grant for the payment period and must be enrolled at least half-time in the payment periods for which the additional PELL grant funds in excess of 100 percent of the student’s PELL Grant Scheduled Award are received.

Any additional PELL grant funds received will be included in determining the student’s PELL Grant duration of eligibility and Lifetime Eligibility Used (LEU).

Reference: [2017-2018 FSA Student Handbook, Volume 3, Chapter 3, pp 3.45–3.71](#)

Financial Aid Undergraduate

## Federal Perkins Loans

**Please note:** As of December 18, 2015, the Federal Perkins Loan Extension Act of 2015 went into effect and eligibility will be restricted. No Federal Perkins loans can be made to any student on or after October 1, 2017.

The Federal Perkins loan is a fixed-rate, low-interest loan from the federal government. Repayment on Federal Perkins loans disbursed prior to October 1, 2017 begins nine months after the borrower leaves school or drops below half-time attendance. The interest rate is fixed at 5 percent. For first-time loans disbursed after October 1, 1992, the borrower will make minimum monthly payments of \$40. Perkins loans are subsidized by the Federal Government; interest will not accrue until repayment begins.

Repayment begins nine months after the borrower leaves school or drops below half-time attendance. The interest rate is fixed at 5 percent. For first-time loans disbursed after October 1, 1992, the borrower will make minimum monthly payments of \$40. Annual awarding of Perkins loans is based on early application, continued demonstration of financial need, availability of federal funds, and maintenance of minimum academic standards. Because Perkins loans are subsidized by the federal government, interest will not accrue until repayment begins.

### Annual and Aggregate Federal Perkins Loan Limits and Amounts

Up to \$5,500 per academic year for freshman, sophomore, junior, and senior. \$11,000 aggregate 0–62 credits, \$27,500 maximum aggregate.

- Freshman: 0–30 credits
- Sophomore: 31–62 credits
- Junior: 63–96 credits
- Senior: 97+ credits

### Rights and Responsibilities

#### Your Rights as a Federal Perkins Loan Borrower

You are entitled to:

- A promissory note, which must be returned to you when the loan is paid in full.
- A grace period—the exact length is shown on your promissory note.
- Know the total amount of your debt, principal, and interest, including your interest rate, total interest charges on your loan, and other fees that may be added if you violate terms.
- A loan repayment schedule that lets you know when your first payment is due, and the number, frequency, and amount of repayments.
- Know where to send your payments.

A list of deferment and cancellation conditions, and the conditions under which the Department of Defense (if applicable) will repay your loan.  
An explanation of penalty-free prepayment.  
Forbearance, if your total loan debt is equal to or greater than 20 percent of your adjusted gross income.

### **Your responsibilities as a Federal Perkins Loan Borrower**

You must:

Sign a promissory note.  
Repay the loan even if you do not complete your education or are not satisfied with the education you received.  
Notify the Federal Perkins Loan Coordinator if you graduate, withdraw, take a leave of absence, drop below half-time status, transfer, change your name, address, or Social Security number.  
Repay your loan according to the repayment schedule.  
File properly for deferment or cancellation if you qualify.

### **Benefits of a Federal Perkins Loan**

The Federal Perkins loan has many benefits that allow you to pay back your loan at a low interest, without fees. There are also many ways to become eligible for loan cancellation.

### **Benefits**

The interest rate is fixed at 5 percent, substantially lower than that of other types of loans, and will not accrue until you make the first payment after your grace period.  
Compared to a loan forgiveness program (such as the [PSLF program](#), which requires you to be in public service for more than 10 years in order for your loan balance to be cancelled), Perkins loans are eligible for Federal loan cancellation. This allows 50 percent of your original debt to be cancelled with three-year service as a teacher in certain areas or as a volunteer in the Peace Corps.  
There are many ways to cancel Federal Perkins loans.  
Perkins loans have a longer grace period than Stafford loans.  
There are no fees, unless you are late on a payment or make less than full payments.  
You can cancel the loan if you change your mind, even if you have signed the promissory note.

**Financial Aid Undergraduate**

# **Federal Application Requirements and Procedures: Undergraduate Students**

Students (not international students) who wish to apply for scholarships, grants, and/or student loans are required to complete the [FAFSA](#) (Free Application for Federal Student Aid). The college code to be used on the [FAFSA](#) for NYIT is 002782. The FAFSA is available online at [fafsa.ed.gov](#). For maximum consideration for all types of financial aid, students must file their FAFSA applications by the February 14 priority date at [fafsa.ed.gov](#).

## **Requirements for Federal Student Aid**

In order to qualify for Federal Student Aid, a student:

Must be accepted and fully matriculated into one of NYIT's degree granting programs or eligible certificate programs  
Must have a high school diploma or its recognized equivalent, such as a General Educational Development (GED) certificate or must have completed homeschooling at the secondary level as defined by state law  
Must be making satisfactory academic progress toward their degree (see [Satisfactory Academic Progress \(SAP\)](#) section for NYIT SAP Policy)  
Must be enrolled at least half-time to receive aid from the Stafford and PLUS loan programs  
Must sign statements on the FAFSA stating that:  
    You are not in default on a federal student loan and do not owe money on a federal student grant, and  
    You will use federal student aid only for educational purposes  
Must not have been convicted of a federal or state drug offense while receiving federal student aid unless eligibility is otherwise determined by the worksheet made available when completing the FAFSA  
Must not be incarcerated (Incarcerated students are not eligible for federal student loans, but are eligible for College Work Study and Supplemental Educational Opportunity Grants. They are also eligible for Pell Grants if not incarcerated in a federal or state penal institution.)  
Must not be in default on a prior federal student loan  
Must be a U.S. citizen or permanent resident or other eligible noncitizen  
Must have a Social Security number  
Must be registered with [Selective Service](#) (applies to male students only) to be eligible for federal financial aid funds (a male student does not have to register if he is below the age of 18, or was born before January 1, 1960)  
With the exception of unsubsidized Stafford loans and PLUS loans, all other federal student aid requires students to demonstrate financial need

## **Federal Requirements for Determining Unusual Enrollment History**

The NYIT Office of Financial Aid must adhere to the U.S. Department of Education's efforts to prevent fraud and abuse in the Federal Pell Grant



Program and other Federal Financial Aid Programs by identifying students with unusual enrollment histories. An “unusual enrollment history” flag will be included on FAFSA results received from the U.S. Department of Education and will indicate, where applicable, that a student has an unusual enrollment history with regard to the receipt of Federal Pell Grant or Federal Direct Loan funds. The indicator is intended to address possible fraud and abuse in the Title IV student aid programs. For example, one specific enrollment pattern is where a student attends an institution long enough to receive Title IV credit balance funds, leaves without completing the enrollment period, enrolls at another institution, and repeats the pattern of remaining just long enough to collect another Title IV credit balance without having earned any academic credit. The NYIT Office of Financial Aid may request additional information from students with an “unusual enrollment history” flag on FAFSA results, and the final receipt of federal, state, and institutional aid is dependent upon satisfactory resolution.

## Federal Verification Requirements

There is a process for verifying a student’s Free Application for Federal Student Aid (FAFSA) and making corrections because students sometimes make errors on their application. Verification is a process by which a school collects information to ensure that the FAFSA has been completed correctly. The Central Processing System (CPS) of the Department of Education selects applicants to be verified. NYIT also reserves the right to select applications for verification.

If a student’s application is selected for verification, either by the CPS or by the institution, verification is required to be performed by the school. Each year, the Department of Education will determine which items on the FAFSA must be verified. The Office of Financial Aid is responsible for clarifying any conflicting information found on a student’s FAFSA and may ask for documentation to verify and resolve any conflicting information.

For the 2018–2019 academic year, students who are selected for verification will be placed in one of the following three verification groups. The verification group determines which FAFSA information must be verified. The student must submit the NYIT Verification Worksheet that corresponds with the Verification Group. [NYIT Verification Worksheets](#) are available for download, or directly from the Office of Financial Aid.

### Verification Tracking Groups

**Standard Verification Group (V1):** Dependent/Independent students, spouses (if applicable), and parents’ who are tax filers must verify adjusted gross income, US income tax paid, untaxed portions of IRA distributions, untaxed portions of pensions, IRA deductions and payments, tax-exempt interest income, education credits, household size, and number in college. Students and parents who are not tax filers must verify income from work, household size, and number in college.

**Custom Verification Group (V4):** Students must verify high school completion status and identity/statement of educational purpose.

**Aggregate Verification Group (V5):** Students must verify high school completion status and identity/statement of educational purpose in addition to the items in the Standard Verification Group.

Applicants selected for verification will be notified on the Student Aid Report (SAR). In addition, upon receipt of the Institutional Student Information Record (ISIR), the NYIT Office of Financial Aid will send a missing information letter to the student informing them if their application has been selected for verification and which documents must be submitted. The verification results of identity and high school completion status for students whose 2018–2019 ISIR had a Verification Tracking Group of V4 or V5 must be reported to the Department of Education in a timely manner. As such, students whose 2018–2019 FAFSA has been selected for V4 or V5 verification must submit the required documents to the NYIT Office of Financial Aid within 14 days of the request for information.

In accordance with federal guidelines, verification must be completed no later than 120 days after the last day of the student’s enrollment. Students may receive an estimated financial aid package prior to the completion of the verification process; however, NYIT does not disburse any federal financial aid funds until the verification process is completed. NYIT reserves the right to withhold some institutional aid funds until the verification process is completed. Students who fail to submit the required verification documents will not receive federal aid.

**Financial Aid Undergraduate**

## FERPA Regulations: Information for Parents and Families

The following guidance provides eligible students with general information about the [Family Educational Rights and Privacy Act \(FERPA\)](#).

This document is a compilation and update of various letters and guidance documents previously issued that respond to a variety of questions about FERPA. While this guidance reflects our best and most current interpretation of applicable FERPA requirements, it does not supersede the statute or regulations.

FERPA is a Federal law that is administered by the Family Policy Compliance Office (Office) in the U.S. Department of Education (Department). 20 U.S.C. § 1232g; 34 CFR Part 99. FERPA applies to all educational agencies and institutions (e.g., schools) that receive funding under any program administered by the Department. Parochial and private schools at the elementary and secondary levels generally do not receive such funding and are, therefore, not subject to FERPA. Private postsecondary schools, however, generally do receive such funding and are subject to FERPA.

Once a student reaches 18 years of age or attends a postsecondary institution, he or she becomes an "eligible student," and all rights formerly given to parents under FERPA transfer to the student. The eligible student has the right to have access to his or her education records, the right to seek to have

the records amended, the right to have control over the disclosure of personally identifiable information from the records (except in certain circumstances specified in the FERPA regulations, some of which are discussed below), and the right to file a complaint with the Department. The term "education records" is defined as those records that contain information directly related to a student and which are maintained by an educational agency or institution or by a party acting for the agency or institution.

FERPA generally prohibits the improper disclosure of personally identifiable information derived from education records. Thus, information that an official obtained through personal knowledge or observation, or has heard orally from others, is not protected under FERPA. This remains applicable even if education records exist which contain that information, unless the official had an official role in making a determination that generated a protected education record.

Under FERPA, a school is not generally required to maintain particular education records or education records that contain specific information. Rather, a school is required to provide certain privacy protections for those education records that it does maintain. Unless there is an outstanding request by an eligible student to inspect and review education records, FERPA permits the school to destroy such records without notice to the student.

For further information, please see [Student Privacy and FERPA/PIPA at NYIT](#).

Financial Aid Undergraduate

# First-Year Student Scholarships

Eligible students entering their first year at NYIT may qualify for a scholarship based on a calculation from SAT or ACT scores and high school cumulative GPA. Scholarships are based on continued funding and will be renewed each semester, provided that the student enrolls full-time within their program, maintains sufficient levels of performance, and the cumulative GPA requirement specific to his/her scholarship. Additional details may be obtained from the [Office of Admissions](#). Eligibility for all NYIT institutional scholarships and grants are limited to students whose campus location is Long Island (Old Westbury), New York City (Manhattan), or online. Scholarships and grants are for tuition only and divided equally between fall and spring semesters.

The following is a list of the various NYIT scholarships offered to first-year students:

## President’s Scholarship

Renewal Criteria:

- Must successfully complete at least 12 credits within their program per semester with no incomplete grades.
- Must maintain a cumulative GPA as outlined in the Admission’s Scholarship Letter.

## The Theodore K. Steele Memorial Scholarship Program

Renewal Criteria:

- Must successfully complete at least 12 credits per semester within their program with no incomplete grades.
- Must maintain a cumulative GPA as outlined in the Admission’s Scholarship Letter.

## NYIT Scholarship

Renewal Criteria:

- Must successfully complete at least 12 credits per semester within their program with no incomplete grades.
- Must maintain a cumulative GPA as outlined in the Admission’s Scholarship Letter.

## Academic Achievement Award

Renewal Criteria:

- Must successfully complete at least 12 credits per semester within their program with no incomplete grades.
- Must maintain a cumulative GPA as outlined in the Admission’s Scholarship Letter.

## Gender Wage Gap Scholarship: 21% of NYIT Tuition

If you agree that gender inequality has no business in the workplace, take a stand with us and you can earn a scholarship that cuts your tuition by the 21 percent current national gender wage gap.

To qualify:

- Share your message on this issue in two minutes or less on Facebook, Instagram, or Twitter using #WageAgainstTheGap
- Complete the FAFSA (U.S. students only)
- Be a senior in high school or have graduated from high school
- Apply and be accepted to NYIT as a full-time student in one of the following programs:



Business Administration  
Accounting  
Finance  
Human Resources  
International Business  
Management  
Marketing  
Small Business and Entrepreneurial Studies  
Hospitality Management

The Gender Wage Gap Scholarship is renewable each semester, as long as you meet full-time academic standing, the scholarship requirements, and submit an annual application. It is for tuition only, divided equally between fall and spring semesters. The scholarship is not applicable to summer session attendance.

The contact for the Gender Wage Gap Scholarship is Professor Diamando Afxentiou at 212.261.1602 or [dafxenti@nyit.edu](mailto:dafxenti@nyit.edu).

### **NYIT FIRST Scholarship: \$500 (one-time award)**

In collaboration with [FIRST](#), NYIT offers two \$500 merit-based scholarships to high school seniors who have been actively involved on a FIRST team and would like to attend NYIT. This scholarship may be used for a student in any undergraduate program offered in NYIT's College of Engineering and Computing Sciences. This scholarship is a one-time award and is in addition to any other scholarship from NYIT for which students may qualify. Each recipient must meet the regular academic requirements for admission to the college. Complete the application. The completed NYIT FIRST Scholarship application package must be submitted no later than July 15 to:

Vanessa Newman  
[vnewman@nyit.edu](mailto:vnewman@nyit.edu)  
Office of Admissions  
New York Institute of Technology

To qualify:

- Complete the FAFSA (U.S. students only)
- Be a senior in high school
- Participated on a FIRST team
- Minimum high school GPA of 3.0 (on a scale up to 4.0)
- Minimum SAT score of 1080 or ACT score of 20
- Apply and be admitted to NYIT as a full-time student in one of the following programs:
  - Computer Science
  - Electrical and Computer Engineering
  - Electrical and Computer Engineering Technology
  - Engineering Management
  - Information Technology
  - Mechanical Engineering
  - Telecommunications Management

You do not need to have already been admitted at the time you apply for this scholarship.

To apply:

- Complete the NYIT FIRST Scholarship Application including high school transcript and SAT/ACT score report.
- Submit a 500-word essay regarding how your FIRST experience has affected your career goals OR essay describing your FIRST involvement, co-curricular activities and any academic honors.
- Submit a letter of recommendation from an adult mentor/coach on your FIRST team.

### **NYIT Raise Scholarship**

[Create your profile on Raise.Me](#) and get matched to NYIT scholarships while you are in high school.

**Financial Aid Undergraduate**

## **Federal Supplemental Educational Opportunity Grant (FSEOG)**

The Federal Supplemental Educational Opportunity Grant (FSEOG) program provides need-based grants to help low-income undergraduate students finance the costs of postsecondary education, and may be available to students who are eligible for Federal Pell Grants. Federal funds are limited for this program—only applicants who demonstrate the greatest financial need are considered for FSEOG. These limited campus-based funds are awarded by the [NYIT Office of Financial Aid](#) in amounts ranging from \$100 to \$4,000 per year. Award amounts are dependent upon many factors including, but not limited to: financial need, the time at which the student applies for federal financial aid, amount of other aid a student receives, and availability

of funds. Students must file a [Free Application for Federal Student Aid \(FAFSA\)](#) each year as part of the application process for an FSEOG. Eligibility is determined annually based on results from the FAFSA and students must maintain [satisfactory academic progress](#) as determined by the applicable NYIT degree program rules.

Financial Aid Undergraduate

## High School Diploma: Undergraduate Students

If you enroll in higher education for the first time on or after July 1, 2012, in order to be eligible for federal student aid, you must have either a high school diploma or a recognized equivalent, such as: a General Educational Development (GED) certificate, state-authorized exam, completion of two-year program, "Excelled Academically in High School," or a homeschool education at the secondary level as defined by state law or grandfathered per Gen 12-09.

New students who do not have a high school diploma, or an equivalent such as a GED, and who did not complete secondary school in a homeschool setting are not eligible for Title IV funds.

Reference: [Per Gen 15-09 \[Title IV Eligibility for Students without a Valid High School Diploma Students\]](#) and [Per 34 CFR 600.2 DCL Gen 15-09 \[Title IV Eligibility for Students without a Valid High School Diploma\]](#)

Under the Consolidated and Further Continuing Appropriations Act of 2015 (as defined in [section 484\(d\)\(2\) of the HEA](#)), a student who does not have a high school diploma or an equivalent such as a GED certificate, or who was not homeschooled and who first enrolls in an eligible program of study on or after July 1, 2014, can only become eligible for Title IV assistance using one of the following Ability-to-Benefit (ATB) alternatives, when the student is also enrolled in an "*eligible career pathway program*:"

- Pass [Department of Education](#) approved ATB test
- Complete six credits or 225 clock hours
- Complete State process approved by Secretary of Education

Reference: [2017-2018 Federal Student Aid Handbook, Volume 1, Chapter 1, page 1–14](#)

NYIT also reserves the right to evaluate a high school diploma presented by a student. NYIT may, at any time, request a copy of a high school transcript to validate a high school diploma. A high school diploma or recognized equivalent is required to receive federal student aid.

Financial Aid Undergraduate

## Requirements for Determination of Independent Student Status

To be considered an independent student for any federal financial aid program, students must meet one of the following criteria:

1. Age 24 or older as of December 31 of the award year
2. For students under 24, one of the following criteria must be met:
  - Married student (at the time the FAFSA is signed)
  - Graduate or professional student
  - Veteran or currently serving on active duty in the U.S. Armed Forces for purposes other than basic training
  - Have children and/or legal dependents other than a spouse for whom student provides more than 50 percent of the financial support throughout the award year
  - Orphan, foster child, or ward of the court at age 13 or older
  - Have been determined by a court in your state of legal residence that you are an emancipated minor, or that you are in a legal guardianship at the time the FAFSA is signed or were in a legal guardianship immediately before reaching the age of being an adult in your state
  - An unaccompanied youth who is determined to be homeless, or were self-supporting and at risk of being homeless, by your high school, a school district homeless liaison, the director of a runaway or homeless youth center/transitional living program, or the director of a shelter or transitional housing program funded by the U.S. Department of Housing and Urban Development
  - Classified by the Office of Financial Aid as independent because of other unusual circumstances that have been fully documented and are consistent with federal regulations

The determination of dependency status is derived from the answers to the dependency status questions on the [Free Application for Federal Student Aid \(FAFSA\)](#). Further information regarding [dependency status](#) questions can be found at the [Federal Student Aid website](#).

Students who do not meet the federal definition of an independent student, and who have extenuating circumstances, may request consideration for a Dependency Override. In such cases, the NYIT Office of Financial Aid will require additional certification and documentation to determine that a student is independent for purposes of Federal Financial Aid Programs. A determination of independent student status for Federal Financial Aid



purposes does not automatically translate to the same determination for State Aid programs and vice versa, nor does this determination guarantee that an applicant will receive additional Financial Aid that is sufficient to meet the cost of attendance.

Financial Aid Undergraduate

# New York State Aid to Native Americans

## Eligibility from [NYS HESC](#)

Enrolled members of a New York State tribe and their children who are attending, or planning to attend, a college in New York State, and are New York State residents may apply for a [New York State Aid to Native Americans award](#). Awards are made to all eligible applicants and there is no qualifying examination. Awards are available for two-, four-, or five-year programs.

## Available Awards

Eligible and/or certified American Indian students are eligible to receive grant awards of up to \$2,000 per year for up to four years of full-time study (five years for specific programs requiring five years to complete degree requirements). **Students registered for less than 12 credit hours per semester will be considered "part-time" and will be funded on a prorated basis.**

If funding is available, eligible students may receive aid for summer course work. Any aid a student receives for summer school study is deducted from the student's maximum entitlement for four years of full-time college study.

## Application Process

Applications must be postmarked by July 15 for the fall semester, by December 31 for the spring semester, and by May 20 for the summer session. There are no fees for submitting an application. Students must apply for each semester (not annually).

## More Information

Specific eligibility criteria and information can be found at the [New York State Education Department \(NYSED\)](#), [Native American Education Unit](#), or contact them by phone at 518.474.0537.

Financial Aid Undergraduate

# NY State Veterans Tuition Awards

Veterans Tuition Awards (VTA) are awards for full-time and part-time study for eligible veterans matriculated in an approved program at an undergraduate or graduate degree-granting institution or in an approved vocational training program in New York state.

Note: Students previously approved for this award must apply for payment each year. Those students who are attending an approved undergraduate or graduate program may apply for payment for the current academic year by completing the [Free Application for Federal Student Aid \(FAFSA\)](#) and then linking to the TAP on the Web application. See How to Apply for Payment below for additional details.

Students attending a vocational school only do not have to file the FAFSA or TAP on the online application.

## Award Amounts

For full-time study, a recipient shall receive an award of up to the full cost of undergraduate tuition for New York state residents at the State University of New York, or actual tuition charged, whichever is less. Full-time study is defined as 12 or more credits per semester (or the equivalent) in an approved program at a degree-granting institution, or 24 or more hours per week in a vocational training program.

For part-time study, awards will be prorated by credit hour. Part-time study is defined as at least three but fewer than 12 credits per semester (or the equivalent) in an approved program at a degree-granting institution, or six to 23 hours per week in a vocational training program.

## Duplicative Benefits

The combined tuition benefits available to a student cannot exceed the student's total tuition costs. Tuition payments received by a student under the Post-9/11 GI Bill® (Chapter 33 veteran benefits) and [Yellow Ribbon Program](#) are considered duplicative of any VTA and/or TAP award. Students receiving tuition assistance through these programs may, and in most cases will, have their state VTA and/or TAP payment reduced or denied due to these other benefits; however, payments received under the Montgomery GI bill® do not duplicate the purpose of the VTA and/or TAP.

**Note:** Students attending high tuition schools may be eligible to receive both the federal and state benefits. Additionally, students with a "Percentage of Maximum Benefit Payable" under the Post-9/11 GI Bill® (Chapter 33 veteran benefits) Program of less than 100 percent and those continuing to

receive benefits under the Montgomery GI Bill® may also receive both federal and state benefits.

## VTa Benefits – Duration

### Full-time Study

**Approved Undergraduate Degree-Granting Programs:** Awards are available for up to eight semesters (four years) of undergraduate study. Awards can be made available for up to 10 semesters of undergraduate study for enrollment in an approved five-year program or for enrollment in an approved program of remedial study.

**Approved Graduate Degree-Granting Programs:** Awards are available for up to six semesters (three years) of graduate study.

**Approved Vocational Training Programs:** Awards are available for up to a maximum of four semesters (two years) of study in an approved vocational training program.

### Part-time Study

**Approved Undergraduate Degree-Granting Programs:** Awards are available for up to the equivalent of 16 semesters (eight years) of part-time undergraduate study in a four-year program. Awards can be made available for up to the equivalent of 20 semesters (10 years) of part-time study for enrollment in an approved five-year undergraduate program, which normally requires five academic years of full-time study.

**Approved Graduate Degree-Granting Programs:** Awards are available for up to the equivalent of six semesters (three years) of full-time graduate study.

**Approved Vocational Training Programs:** Awards are available for up to a maximum of eight semesters (four years) of part-time study in an approved vocational training program.

Approved programs are defined as undergraduate degree, graduate degree, diploma, and certificate programs at degree-granting institutions, or noncredit vocational training programs of at least 320 clock hours specifically approved by the New York State Education Department Office of College and University Evaluation.

### Eligible Veterans

Eligible students are those who are New York state residents discharged under honorable conditions from the U.S. Armed Forces and who are:

Vietnam Veterans who served in Indochina between February 28, 1961 and May 7, 1975

Persian Gulf Veterans who served in the Persian Gulf on or after August 2, 1990

Afghanistan Veterans who served in Afghanistan during hostilities on or after September 11, 2001

Veterans of the armed forces of the United States who served in hostilities that occurred after February 28, 1961 as evidenced by receipt of an Armed Forces Expeditionary Medal, Navy Expeditionary Medal or a Marine Corps Expeditionary Medal

Students must also:

Establish eligibility by applying to HESC

Be a legal resident of NYS and have resided in NYS for 12 continuous months prior to the beginning of the term

Be U.S. Citizens or eligible noncitizens

Be matriculated full- or part-time at an undergraduate or graduate degree-granting institution in New York state or in an approved vocational training program in New York state

Have applied for the [Tuition Assistance Program](#) for all undergraduate or graduate study

Have graduated from 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

Meet good academic standing requirements

Be charged at least \$200 tuition per year

Be in a nondefault status on a student loan made under any NYS or federal education loan program or repayment of any state award

Be in compliance with the terms of any service condition imposed by a state award

### How to Establish Eligibility

Complete the New York State Veterans Tuition Award Supplement or contact [HESC](#). Questions regarding eligible service or how to document service should be directed to the HESC Scholarship Unit at 888.697.4372.

### How to Apply for Payment

Once you have established your eligibility, you must apply for payment. While you need only establish your eligibility once, you must apply for payment each year.

For undergraduate and graduate, full-time and part-time study:

Complete and submit the NYS Veterans Tuition Award Application. Be sure to print the Application Confirmation and sign and submit it along with the required documentation according to the instructions.

Complete the [Free Application for Federal Student Aid \(FAFSA\)](#)—the form used by most colleges, universities, and vocational schools for awarding federal student aid and most state and college aid—and then link to TAP on the online application.

For veterans who do not anticipate filing a FAFSA, complete a Scholarship Grant Payment Application. To receive a copy of the application, please call 888.697.4372.



For Vocational Training Program students, complete and submit only the NYS Veterans Tuition Award Application.

**All applications must be completed by June 30 of the academic year for which an award is sought.** To learn more about programs and benefits for veterans, visit the [Division of Veterans Affairs website](#).

Financial Aid Undergraduate

# NY State Achievement and Investment in Merit Scholarship (NY-AIMS)

The New York State Achievement and Investment in Merit Scholarship (NY-AIMS) provides merit-based scholarships to New York State high school graduates who achieved academic excellence as a high school student, and enroll or plan to enroll in a public or private New York State college immediately after high school.

## Eligibility

To be eligible, an applicant must:

1. be a legal resident of New York State (NYS) and have resided in NYS for 12 continuous months;
2. be a U.S. citizen or eligible noncitizen;
3. graduate from a NYS high school in the class of 2018;
4. enroll full-time as a first time student in an eligible NYS college for the Fall 2018 term; and
5. have achieved **at least two** of the following during high school:
  - Graduated with a grade point average (GPA) of 3.3 or above
  - Graduated "with honors" on a New York State Regents diploma, or received a score of 3 or higher on two or more Advanced Placement (or AP) examinations
  - Graduated within the top 15 percent of his or her high school class

## Available Awards

Recipients will receive annual awards of \$500 for not more than four years of undergraduate study, or five years if the program of study normally requires five years. Awards will be disbursed directly to the college and may be used to support the recipient's expenses while in college.

Note: Any award payment received may have tax implications. Any questions regarding this should be directed to a tax professional, the Internal Revenue Service, or the NYS Department of Taxation and Finance

## Application Process

To apply, complete and submit the [New York State Achievement and Investment in Merit Scholarship \(NY-AIMS\) Application](#) and upload, fax, or mail the required documentation.

For more information about NY-AIMS, contact the Scholarship Unit at [scholarships@hesc.ny.gov](mailto:scholarships@hesc.ny.gov) or 888.697.4372.

Financial Aid Undergraduate

# NYIT Grant

NYIT has made a limited number of grants available based on financial need. For maximum consideration, students must file their FAFSA form by the February 14 priority date at [fafsa.ed.gov](http://fafsa.ed.gov). Amounts vary annually depending on the student's financial need and the availability of funds. Students must be making [satisfactory academic progress](#) toward their degrees, be enrolled full-time in courses applicable to their degree program for the semester awarded, and show financial need as evidenced by their FAFSA.

The NYIT Grant is for tuition only and is divided equally between fall and spring semesters. Eligibility for NYIT [institutional scholarships and grants](#) is limited to students whose Admissions-assigned campus location is Long Island (Old Westbury), New York City (Manhattan), or Online. The NYIT Grant cannot be used for summer or for intersession-only periods of attendance. Students who receive discounted tuition rates or other institutional grants (e.g. Athletics Service to School award or Athletics Grant-in-Aid award) may be ineligible for the NYIT Grant. Additional eligibility criteria can be viewed at [Financial Aid – NYIT Scholarships](#).

Additional sources of assistance may be available through outside organizations or other state agencies. Visit [Financial Aid – Scholarships, Grants & Self-Help Aid](#) for more information about private scholarships and online scholarship search engines.

# New York State Military-Related Awards

## Preparing for College

If you are a veteran or currently in the military, there are programs to help you start or continue a college education. Many college campuses have dedicated counselors and advisors to help military personnel and veterans begin, transfer or transition to college.

Start at [DANTES](#) (Defense Activity for Non-Traditional Education Support), a Department of Defense agency that helps veterans and active-duty military personnel get started on a college or vocational program. Here you will:

- Learn about available educational benefits, based on your branch of service and status.
- Learn how to earn college credit for your military experience.
- Access your official military educational transcript to use for applying to college.

## Paying for College

New York state veterans, active-duty service members, or members of their immediate families have higher education benefits that can help pay for college.

### GI Bill®

The Department of Veterans Affairs Post-9/11 GI Bill® and the Montgomery GI Bill® provide funding for college degree and certificate programs for those who are:

- Active duty military
- Honorably discharged veterans
- Discharged with a service-connected disability

[Learn more about these valuable benefits](#)

### Iraq and Afghanistan Service Grant

A student who is not eligible for a Pell Grant, but whose parent or guardian was a member of the U.S. Armed Forces and died as a result of service performed in Iraq or Afghanistan after September 11, 2001 may be eligible to receive the [Iraq and Afghanistan Service Grant](#).

### New York State Veterans and Families Benefits

Military and veterans education benefits may not cover all college expenses. Remember to apply for all the federal and state student aid you are eligible for by completing the Free Application for Federal Student Aid (the FAFSA). If you are a New York State resident and plan to attend a college or university in New York, you may be eligible for [New York's Tuition Assistance Program \(TAP\)](#).

<a href="#">Veterans Tuition Awards</a>	Provides awards for full-time and part-time study to eligible veterans matriculated at an undergraduate or graduate degree-granting institution or in an approved vocational program in New York State.
<a href="#">Military Enhanced Recognition Incentive and Tribute (MERIT)</a> (also known as the Military Service Recognition Scholarship)	Provides financial aid to children, spouses, and financial dependents of those who, while New York State residents in service in the U.S. Armed Services or state-organized militia, at any time on or after August 2, 1990, died, became severely and permanently disabled, or was classified as missing in action in a combat zone while engaged in or training for hostilities.
<a href="#">NYS Regents Awards for Children of Deceased and Disabled Veterans</a>	Provides \$450 per year to students whose parent(s) served in the U.S. Armed Forces during specified periods of war or national emergency and, as a result of service, either died, suffered a 40 percent or more disability, was classified as missing in action, or was a prisoner of war. The veteran must currently be a New York State resident or have been a New York State resident at the time of death or classification as missing in action.
<a href="#">Recruitment Incentive and Retention Program (RIRP)</a>	RIRP provides college financial aid, up to \$4,350 per year, to any active service member who has successfully completed advanced individual training or commissioning and other requirements of the NYS Division of Military and Naval Affairs. Information and applications for this program may be obtained from the NYS Division of Military and Naval Affairs.

### Military Residency Waiver



The New York state residency eligibility requirement for recipients of awards administered by HESC is waived for a member of, or for the spouse or dependent of a member of, the armed forces of the United States who is on full-time active duty and is stationed in this state.

## Duplicative Benefits

The combined tuition benefits available to a student cannot exceed the student's total tuition costs. Tuition payments received by a student under the Post-9/11 GI Bill® (Chapter 33 veteran benefits) and [Yellow Ribbon Program](#) are considered duplicative of any VTA and/or TAP award. Students receiving tuition assistance through these programs may, and in most cases will, have their state VTA and/or TAP payment reduced or denied due to these other benefits; however, payments received under the Montgomery GI Bill® do not duplicate the purpose of the VTA and/or TAP.

The Military Enhanced Recognition Incentive and Tribute (MERIT) Scholarship, also known as Military Service Recognition Scholarship (MSRS), provides financial aid to children, spouses, and financial dependents of members of the armed forces of the United States or state-organized militia who, at any time on or after August 2, 1990, while New York state residents, died, or became severely and permanently disabled while engaged in hostilities or training for hostilities.

## Questions?

Contact HESC's Scholarship Unit at 888.NYS.HESC (888.697.4372), or [chat online with NYS-HESC](#).

Financial Aid Undergraduate

# New York State Math and Science Teaching Incentive Scholarships

[New York State \(NYS\) Math and Science Teaching Incentive Scholarships](#) are offered to encourage students to pursue careers as secondary math and science teachers (grades 7–12). This program provides awards to students attending school at the undergraduate and/or graduate degree level in exchange for five years of full-time employment as secondary education math or science teachers.

## Eligibility

### Applicants must:

- Be U.S. citizens or eligible noncitizens
- Be attending a college located in New York state
- Be matriculated in an approved undergraduate or graduate program at a degree granting institution in NYS leading to a career as a secondary education math or science teacher
- Have a cumulative grade point average (GPA) of 2.5 or higher
- Execute a Service Contract in which they agree to work for five years as a secondary school math or science teacher ([View the terms and conditions of the Service Contract](#))
- Not have a service obligation under another program—for example, students may not hold both the Federal Teach Grant and a NYS Math and Science Teacher Incentive Program award at the same time
- Not be in default on a federally guaranteed student loan

## Award Amounts

Recipients shall receive an annual award for full-time study equal to the annual tuition charged to NYS resident students attending an undergraduate program at the State University of New York, or actual tuition charged, whichever is less. The maximum annual award for the 2016–2017 academic year was \$6,470.

New applicants will be ranked by GPA and total credits earned. If there are more applicants than available funding, awards will be paid according to rank.

## Duration

Recipients shall be entitled to an annual award for not more than four academic years of full-time undergraduate study and one academic year of full-time graduate study while matriculating in an approved program leading to permanent certification as a secondary education teacher in mathematics or science.

## Apply for Payment

Recipients are not required to submit another NYS Math and Science Teaching Incentive Scholarship Program Supplement once they have been awarded this scholarship.

*You Must Apply for Payment Each Year:* Current NYS residents must complete the [Free Application for Federal Student Aid \(FAFSA\)](#) and apply for the [NYS Tuition Assistance Program \(TAP\)](#). Instructions are available at [NYS-HESC](#), you may contact the HESC Scholarship Unit at 888.697.4372 to request a [Scholarship and Grant Payment Application](#).

Applicants who are not residents of NYS may contact the HESC Scholarship Unit at 888.697.4372 to request a [Scholarship and Grant Payment Application](#).

Awards will be paid directly to the colleges on behalf of students upon the successful completion of each academic year.

### **Additional Information**

Please contact the Scholarship Unit at 888.697.4372 with questions about this scholarship.

**Financial Aid Undergraduate**

# **NY State Regents Awards for Children of Deceased and Disabled Veterans**

[NY State Regents Awards for Children of Deceased and Disabled Veterans](#) were created to provide financial aid to students whose parent(s) served in the U.S. Armed Forces during specified times of national emergency.

### **Eligibility**

Students whose parent(s) served in the U.S. Armed Forces during specified periods of war or national emergency and, as a result of service, died, suffered a 40 percent or greater disability, was classified as missing in action, or was a prisoner of war may be eligible for this award. The veteran must currently be a New York State resident or have been a New York State resident at the time of death. Please review the [HESC website](#) for any information regarding conflicts and applicable periods of service.

### **Award Amounts**

The award is \$450 per year.

### **How to Apply**

Complete the [Children of Veterans Award Web Supplement](#). Be sure to print the Web Supplement Confirmation, sign, and return it along with the required documentation according to the instructions.

Once you have established your eligibility, you must complete the [Free Application for Federal Student Aid \(FAFSA\)](#) and apply for the [Tuition Assistance Program \(TAP\)](#), or call HESC at 888.697.4372 to request a [Scholarship and Grant Payment Application](#) by June 30 of each academic year you seek payment.

[FAFSA](#) and [TAP](#) applications are available online. You must apply before June 30 of the academic year for which you are requesting payment.

**Financial Aid Undergraduate**

# **New York State Scholarships for Academic Excellence**

[NYS Scholarships for Academic Excellence](#) provide up to \$1,500 per year for up to five years of undergraduate study in New York State.

### **Eligibility**

#### **Students must:**

- Have graduated from a New York State high school
- Study full time and be matriculated in an approved undergraduate program of study in a New York State postsecondary institution
- Be in good academic standing
- Not be in default on any state or federal student loan or on any repayment of state awards
- Be U.S. citizens or qualifying noncitizens
- Be New York State residents

### **Award Amount**

This program provides scholarship assistance to outstanding New York State high school graduates. Each year, 8,000 scholarships are awarded—up to 2,000 scholarships of \$1,500 and 6,000 scholarships of \$500 to top scholars from registered New York State high schools. Awards are based on student



grades on certain Regents exams.

## Duration

The scholarship must be used within seven years commencing with the first academic year for which the scholarship was awarded. During this period, students are entitled to payment for up to four years of full-time study, or five years if enrolled in a bachelor degree program approved as a program normally requiring five years of study.

## How to Apply

To apply, see your high school guidance counselor.

## Notification Procedure

The [State Education Department](#) will notify the students who have been nominated by their high schools to receive the scholarship. The Higher Education Services Corporation ([HESC](#)) also receives notification from the State Education Department. To receive payment of the scholarship, the student must submit an application for payment to [HESC](#) by June 30 of each year for which assistance is sought. Application for payment is made by filing the [Free Application for Federal Student Aid \(FAFSA\)](#) and the [NYS Tuition Assistance Program \(TAP\)](#) on the online application.

## Revocation

The scholarship will be revoked if the student begins study at an out-of-state institution. A student who is ineligible to receive payment of the scholarship during the first academic year of eligibility due to enrollment at an out-of-state institution loses all future eligibility for the award. The scholarship cannot be reinstated even if the student subsequently enrolls in a program of study at a New York State institution.

**Financial Aid Undergraduate**

# New York State World Trade Center Memorial Scholarship

The [NYS World Trade Center Memorial Scholarship](#) guarantees access to a college education for the families and financial dependents of innocent victims who died or were severely and permanently disabled as a result of the September 11, 2001 terrorist attacks on the United States of America and the resulting rescue and recovery efforts.

## Eligibility

### Students must:

- Be children, spouses, and/or financial dependents of deceased or severely and permanently disabled victims of the Sept. 11, 2001 terrorist attacks on the United States or the subsequent rescue and recovery operations; this includes victims at the World Trade Center site, at the Pentagon, or on flights 11, 77, 93, or 175
- Be survivors of the terrorist attacks who are severely and permanently disabled as a result of injuries sustained in the attacks or the subsequent rescue and recovery operations

### Additionally students must:

- Study at an approved postsecondary institution in New York State
- Have graduated from high school in the United States, passed a Test Assessing Secondary Completion (TASC) or earned a GED, or passed a federally approved “Ability to Benefit” test as defined by the Commissioner of the [State Education Department](#)
- Be enrolled as a full-time student taking 12 or more credits per semester
- Be matriculated in an approved program of study
- Be in good academic standing
- Not be in default on a state or federal student loan or on any repayment of state awards

## How to Apply

Complete and submit the [NYS World Trade Center Memorial Scholarship Web Supplement](#). Be sure to print the online supplement confirmation, sign, and submit it, along with the required documentation, according to the instructions.

Note: You should complete an application for every member of the family that will use this scholarship (even if they are not old enough to attend college at this time, no matter what the age). This will save having to retrieve and send proof of eligibility at a later date when that child is old enough to attend college.

Once you have established your eligibility and are assigned an account number by the [Higher Education Services Corporation \(HESC\)](#), you must do one of the following by June 30 of each academic year to request payment:

Current New York State residents: Complete the [Free Application for Federal Student Aid \(FAFSA\)](#) and [NYS Tuition Assistance Program](#)

([TAP](#)) on the online application. FAFSA and TAP applications and instructions are available on [hesc.ny.gov](https://hesc.ny.gov).

If you are not a resident of New York State: Contact the HESC Scholarship Unit at 888.697.4372 to request a [Scholarship and Grant Payment Application](#).

## Award Amount

World Trade Center Memorial Scholarships provide funds to help meet the cost of attending college. The award covers up to four years of full-time undergraduate study (or five years in an approved five-year bachelor's degree program) and includes the following components:

Tuition: An amount equal to your actual tuition or the State University of New York's (SUNY) in-state tuition, whichever is less.

Nontuition Costs: These include room, board and allowances for books, supplies, and transportation up to the average cost at SUNY colleges. The Commissioner of Education sets the nontuition cost allowances each year.

Residence: A student living on campus will receive a higher room and board allowance than a commuter student. If housing is not available for students on campus they will receive the same allowance as students living on campus.

The maximum total annual award for students living on campus (as stated by the NYS Higher Education Services Corporation website as of February 2018) is \$23,045, and the maximum total annual award for commuter students is \$15,125. Note: Students choosing to live off campus when housing is available will be paid at the lower commuter rate.

Receipt of other grants and scholarships may reduce the WTC award. The total of all aid received cannot be greater than the student's Title IV cost of attendance.

## Award Payment

HESC will make payments to schools on behalf of students upon certification of eligibility and submission of appropriate financial aid applications.

**Financial Aid Undergraduate**

# Other State Aid Outside of New York

## Vermont Incentive Grant

Vermont Residents who are accepted or enrolled full-time (12 credits or more per semester) in an undergraduate or certificate program, and do not already have a bachelor's degree, can apply for the Vermont Incentive Grant. These need-based grants can be used at schools, either within Vermont or out of state. To apply, complete a [Free Application for Student Aid \(FAFSA\)](#) and a [Vermont Grant Application](#). Go to [Vermont Student Assistance Corp \(VASC\)](#) and complete an application as soon as possible, as this grant is awarded on a first come, first serve basis.

**Financial Aid Undergraduate**

# Federal Parent Loans for Undergraduate Students (PLUS)

The Federal Direct PLUS Loan is an unsubsidized federal loan for the parents of dependent students or for graduate/professional students. PLUS loans help pay for education expenses up to the cost of attendance, minus all other financial assistance. The application process includes a credit approval requirement and interest is charged during all periods, including eligible periods of deferment.

Creditworthy borrowers (graduate students, or the parents of dependent undergraduate students) may borrow up to the full cost of attendance, minus any other aid received by the student. Repayment begins 60 days after the last disbursement is made and can be deferred during the application process or by contacting your loan servicer to request a deferment. Direct PLUS Loans can be deferred while the parent-borrower or child, or graduate student is enrolled at least half-time and for an additional six months after the child or graduate student ceases to be enrolled at least half-time. If the Direct PLUS Loan is deferred, interest will accrue on the loan during the deferment. You may choose to pay the accrued interest or allow the interest to capitalize when the deferment period ends. Your loan servicer will notify you when your first payment is due. Information about the William D. Ford Federal Direct Loan Program can be found at [studentloans.gov](https://studentloans.gov).

Previous PLUS loan borrowing will be governed by rate rules in effect at the time of borrowing. There is an origination fee that will be deducted from the principal amount borrowed. When denied, applicants may appeal the credit decision through the Department of Education or reapply with a creditworthy endorser. Alternatively, students whose parents have been denied the Direct PLUS loan (based on credit), may apply for an additional Direct Unsubsidized loan of \$4,000 for first- and second-year students, or \$5,000 for third-year students and beyond (described under [Federal Direct Stafford Loans](#)). The benefit of additional Unsubsidized Stafford eligibility does not apply to graduate students whose Direct Graduate PLUS application has been denied due to credit.



# Preparatory Coursework

Federal Reference: [2017-2018 FSA Handbook pp. 1-5–1-7, 1-88–1-91, 3-108, and 3-124](#) and [Code of Federal Regulations Title 34 CFR 685.200\(f\)\(6\)](#).

A student may apply for a Federal Direct Stafford Loan for preparatory coursework that the college has documented as necessary for him/her to enroll in an eligible program. Courses must be part of an eligible program otherwise offered by the college. If enrolled at least half-time in these prerequisite courses, a student may be eligible for loans for one consecutive 12-month period beginning on the first day of the loan period.

Preparatory coursework prepares a student to be eligible for admission as a regular student into an educational program. In other words, a preparatory course is any prerequisite that must be completed for a specific academic program before being admitted into that academic program at the postsecondary level. For example, this could include being required to complete certain foreign language or other prerequisite courses before being admitted into a postsecondary program. A student **must not** yet be admitted when he or she takes those preparatory courses for the purposes of Title IV aid. **After** the student has been admitted as a regular student by the school, the student cannot receive Title IV aid pay for any preparatory coursework; at that point, Title IV aid can only be paid for courses which count toward degree completion requirements. After admission, prerequisite courses that do not count toward degree completion and are not remedial courses cannot be paid with Title IV aid.

An undergraduate student may borrow up to \$8,625 (for the one consecutive 12-month period) in Federal Direct Stafford Loans if they are taking prerequisites coursework. A student in an undergraduate program cannot receive the graduate loan limits based on taking graduate coursework as a part of the undergraduate program. A student enrolled in preparatory coursework has a subsidized/unsubsidized annual loan limit of \$2,625 if the student is taking coursework in preparation for enrollment. Breakdown of the loan limits for undergraduate degree preparatory coursework is as follows:

Direct Subsidized or Unsubsidized = \$2,625\*\*

Additional Direct Unsubsidized (for independent students and dependent undergraduates whose parents are unable to receive a PLUS loan) = \$6,000\*\*

*\*\* Loan limit is not prorated if the coursework lasts less than an academic year. See [Volume 1, Chapter 6, 2017-2018 FSA Handbook](#) for more information on FSA eligibility for this coursework.*

To be eligible for loans under this exception, a student must be taking prerequisite classes for full admission into a graduate program. If a student is only taking them to raise his/her GPA in order to be admitted, he/she would not qualify. The ability to borrow funds requires that a student has not reached undergraduate loan limits for subsidized and unsubsidized Stafford Loans.

Eligibility for a federal student loan may be granted to a student for up to one calendar year (one consecutive 12-month period) if he/she is enrolled in coursework required to meet prerequisites for admission into a degree program.

## English as a Second Language (ESL Courses): Financial Aid Eligibility

Reference: [2017-2018 FSA Handbook Vol. 1, Ch. 1, p. 5](#), plus [Code of Federal Regulations Title 34 CFR 668.20](#), [Code of Federal Regulations Title 34 CFR 668.8\(j\)](#), and [Code of Federal Regulations Title 34 CFR 668.32](#)

ESL courses taken when a student is enrolled in an ESL Program are not eligible for financial aid. ESL courses are nonacademic courses, which are not counted toward the completion of a student's degree. ESL courses are used in preparing a student for being able to pursue their courses to obtain their degree; these noncredit courses do not go toward the student's federal financial aid. Federal aid is provided for courses that are required for the degree the student is pursuing.

ESL courses do not count against the one-year limitation on remedial coursework, and they need not be at the secondary school level.

If taken as part of an approved academic program and have credit equivalencies, student's taking ESL courses are eligible for financial aid purposes and aid will be awarded to cover tuition costs for these courses. In order to be aid eligible, an ESL program must meet the general requirements for eligible programs (e.g., it must lead to a degree or other credential), and a school must request an eligibility determination for it from the department. The program may admit only students who need instruction in English to be able to use the knowledge, training, or skills they already have. The school must document its determination that the ESL instruction is necessary for each student enrolled. Awarding Pell Grants over a series of semesters for such work can exhaust eligibility for Pell Grants before the student completes their program. In other words, students enrolled in a program that consists solely of English as a second language (ESL) instruction are only eligible for Pell Grants.

Students admitted as conditional are regular students only if the school officially accepts them into the eligible degree or certificate program. The Federal Department of Education does not define official acceptance or admission. If the student is merely allowed to take some courses before being officially admitted to the program, s/he is not considered a regular student and is not eligible for FSA funds until s/he is officially admitted.

If part of a student's academic program, a student can receive aid for a limited amount of remedial coursework that is included as part of a regular program. As long as the student qualifies for aid for remedial courses, you must include the remedial courses in the student's enrollment status. Some schools give no credit or reduced credit for remedial classes. To determine enrollment status, credit hours for the remedial class should be the same as for the comparable full-credit class.

More information about ESL course grading can be found in [Academic Policies](#). Students can also review the [English Language Institute \(ELI\)](#)

## Private Loans

NYIT is not affiliated with any private educational lender and encourages students to use all federal and state funding sources prior to seeking funds from private educational lenders. The [Office of Financial Aid](#) will offer helpful advice to all students on resources that best suit financing their educational needs.

Additional information can be found at [Financial Aid – Loans](#) and [Truth in Lending \(TILA\)](#).

Once you have received and responded to your NYIT award letter, you can apply for a private loan. Helpful information on private loans is listed below. Remember that NYIT also offers Federal Direct Loans.

As a borrower, you have the right and ability to borrow student and/or parent private loan funds using any lender you choose. NYIT encourages students to research and select any of the many educational lenders that provide meaningful benefits to your specific needs. Please note that borrower benefits and lender fees may vary by lender.

You may email the Office of Financial Aid at [finaid@nyit.edu](mailto:finaid@nyit.edu) or call 516.686.7680 to inform us if you have been approved for a private student loan so that we may process and certify your loan correctly. As always, we are here to assist you in any way possible. Helping our students to achieve their academic goals is our top priority.

Private student loans are used to fill the gap between the cost of education and financial aid received. It is recommended that you borrow the maximum Stafford Loans for which you are eligible and consider the Graduate PLUS loan (for graduate students) before applying for an alternative student loan. The Federal PLUS loan is usually less expensive than an alternative loan. In addition, alternative loans are based on credit and debt-to-income ratio whereas the PLUS loan is based on credit only.

Some private loan lenders charge fees on their loans, which can significantly increase the cost of the loan. A loan with a relatively low interest rate but high fees may ultimately cost more than a loan with a higher interest rate and no fees. Also, be aware that the higher the number of payments/years that you have to repay the loan, the more money you will pay in interest over the life of the loan.

Lower rates are generally offered to students with extremely good credit scores. The rates and fees generally increase proportionately as credit scores decline. Many lenders will require school certification, and will not lend more than what the school determines to fit into the total cost of education less all other financial aid received.

Private loan lenders will usually defer the principal payment while the student is in school, and up to six months or more after the student leaves school (known as a grace period). During the time of principal deferment, interest is still accruing on these loans. If a student elects not to pay interest while in school, the lender will add the interest to the principal loan amount (capitalization). It is not uncommon for a lender to advertise lower interest rates during in-school and grace periods and then increase the interest rate when full repayment begins.

Students may apply for a private loan with a credit worthy co-borrower if they are unable to borrow a loan on their own. Its advisable to have a co-borrower anyway, as many lenders offer lower interest rates and/or fees for loans with a co-borrower.

## Financial Aid for Repeated Coursework: Financial Aid Impact

The Department of Education has implemented regulations governing repeated coursework effective July 1, 2011 per federal regulations ([Title 34 CFR Section 668.2](#)). The regulations have been implemented to improve the pace of graduation completion for students, which in turn should reduce loan indebtedness and preserve grant funding levels.

Repeating courses may significantly impact [Satisfactory Academic Progress \(SAP\)](#) and eligibility for Title IV federal financial aid and institutional aid. Grades of D or better in repeated courses will be counted as earned credits. All course repeats will count as attempted credits and be used in the quantitative and maximum time frame components of the SAP policy. Students should consult with a financial aid advisor before registering for a repeated course. Student may be full-time or part-time.

The rules regarding repeated coursework will further impact recipients of Title IV federal financial aid funding. Students are allowed to repeat coursework under these circumstances for Federal Financial Aid, Reference 34 CFR Section 668.2(b):

May repeat a previously passed course only once (and receive aid for the repeated course). Federal financial aid applicable for NYIT students



- cannot be applied for any previously passed course that has been repeated more than once.
- May repeat a failed course until it is passed with eligible federal financial aid.
- May not repeat a previously passed course due only to a student's failure to pass other coursework.

See the following examples for how the Repeated Coursework Policy affects financial aid:

**Example 1:** A student has received an F in a class. He receives an F in the same class next semester, and the semester following that. Financial aid will count those courses toward his enrollment for programs that require certain enrollment statuses. After the fourth try, the student receives a D. The student decides that he will try to get a better grade next semester. The following semester, he receives another F. Financial aid will no longer pay for that course for subsequent semesters.

**Example 2:** A student has received a C in a class. She takes the class again in hopes of achieving a better grade, but then receives an F in the same class next semester. Financial aid will not pay for the course again. The student would be responsible for payment of the course if they register for it again.

More examples:

1. Allowable: Repeated coursework may be included if the student received a failing grade or withdrew from the class. There is no limit on the number of repeats if the student does not pass the class.
2. Allowable: A student takes Biology 110 and receives a grade of W or F. The student repeats the class and receives a D. For financial aid, the student is considered to have now passed the class. He or she may repeat the class only one more time and receive financial aid. If on the third attempt the student receives a W, then the student can repeat the class again, but if the grade assigned is an F, then the student cannot repeat the course again and the class cannot be counted for enrollment purposes for financial aid.
3. Not Allowable: A student takes Biology 110 and receives a D. The student repeats the course and receives a B. The Biology 110 course cannot be considered for financial aid enrollment on the third repeat.
4. Allowable: Courses that are intended to be repeated multiple times such as Independent Studies, Special Topics, Thesis, or Dissertation.
5. Not Allowable: A student is enrolled in 12 credit hours, including three credit hours that are considered to be a third repeat, therefore only nine credits will count toward financial aid eligibility.

**There are three programs that NYIT offers for which minimum grades are required and courses can be repeated, including:**

Nursing  
Life Sciences/Physical Therapy  
Physician Assistant Studies

Students in these programs may have one time to repeat a course in which they received a grade of C or below. Please refer to the [NYIT course descriptions](#) to determine individual courses with minimum grade requirements for these programs.

Reference: [2017-2018 FSA Handbook, Vol. 3, Chapter 1, Calculating Awards & Packaging, p. 3–30.](#)

Financial Aid Undergraduate

# Satisfactory Academic Progress (SAP) Policy: Undergraduate Students

## Financial Aid Rules Regarding Academic Progress and Satisfactory Standards for Financial Aid Eligibility

This policy becomes effective with grades earned in the summer 2011 semester and for all subsequent semesters. The policy complies with updated federal regulations (CFR 668.34) effective as of July 1, 2011.

### Introduction

To receive Title IV federal financial aid and institutional funds administered by the NYIT Office of Financial Aid, students must maintain measurable Satisfactory Academic Progress (SAP) toward degree program completion. Federal regulations require evaluation of qualitative and quantitative measures, as well as completion of the degree objective within 150 percent of the normal published time frame.

**NOTE: This SAP policy is separate and distinct from both the Academic Probation and Suspension policy administered by the Office of the Registrar, and the SAP policy of the New York State Tuition Assistance Program (TAP).**

All enrollment periods, including those for which a student did not receive financial aid, are included in the measurement of Satisfactory Academic Progress. The student's entire academic history will be considered when determining SAP status. This includes all transfer credits on the NYIT transcript. Incompletes (I) and Withdrawals (W) count as attempted credits, but not earned credits. Withdrawn Failing (WF) and Failing (F) count as attempted and earned grades.

Students who do not meet the standards of Satisfactory Academic Progress will not be eligible for federal or institutional financial aid until they have successfully appealed their Unsatisfactory Academic Progress (UAP) status and can regain eligibility by meeting the standards of NYIT's SAP policy or by following a prescribed academic plan as determined by an academic school designee.

## **Guidelines for Academic Progress**

For financial aid purposes, an aid year at NYIT consists of summer, fall, and spring enrollment periods. Summer begins the year, and spring concludes it. Students attending intersessions (short-term courses between the fall and spring semesters) will have those courses evaluated with spring semester progress. The measurement of Satisfactory Academic Progress is calculated at the end of each enrollment period (semester) during an aid year, and status is effective with the next enrollment period (semester).

If a student changes majors or academic programs, all attempted and earned credits will be included in the qualitative, quantitative, and normal time frame measurements (no more than 150 percent), with the exception of those stated elsewhere in this policy.

## **Qualitative Standard**

The qualitative component measures the quality of a student's academic progress by his/her cumulative GPA.

## **Undergraduate Standard**

First-year, first-time college students must have a minimum cumulative GPA of 1.9 by the end of each of the first two semesters, and a cumulative GPA of 2.0 for each enrollment period thereafter.\*

All other undergraduate students must maintain a cumulative GPA of 2.0 at the end of each enrollment period.\*

\* Athletic Award eligibility will continue to be governed by a signed Athletic Agreement. All other Title IV and institutional aid for athletes will be governed by this NYIT Office of Financial Aid's Satisfactory Academic Progress policy.

The required cumulative GPA is based on the total number of attempted and earned credits, including the grades of F (Failure) and WF (Withdrawn Failure). Grades of I (Incomplete) and W (Withdrawn) are not factored into a student's cumulative GPA.

## **Pace (formerly referred to as the Quantitative Standard)**

Students must meet a quantitative standard of academic progress measured as a completion rate percentage. They must successfully complete 67 percent of all attempted credits to graduate within 150 percent of the normal time frame. This calculation is made as follows:

**Successfully Completed Credits/Attempted Credits = Completion Rate (result rounded to the closest whole number, i.e.,  $18/27 = 66.67$  percent or rounded to 67 percent)**

For the purposes of measuring pace, the grades of Incomplete (I), Withdrawn (W), Withdrawn Failure (WF) and Failure (F) count as attempted credits but not as successfully completed credits. Accepted transfer credits are also included in this calculation, both as attempted and earned credits.

## **Maximum Time Frame for Degree Completion**

Students must obtain a degree within 150 percent of the normal time frame for degree completion. For example:

For a baccalaureate program requiring 130 credits, a student must obtain a degree within 195 attempted credits ( $130 \times 1.50 = 195$ ).

For an associate degree program of 60 credits, a student must obtain a degree within 90 attempted credits ( $60 \times 1.50 = 90$ ).

For a graduate program requiring 36 credits, a student must obtain a degree within 54 attempted credits ( $36 \times 1.50 = 54$ ).

The maximum time frame is based upon the student degree classification in NYIT's academic records.

## **Effects of Remedial, ESLI, and Repeated Courses**

Remedial and/or ESLI coursework does not count toward degree requirements. Remedial courses are counted as both attempted and earned credits. English as a Second Language (ESLI) courses are not counted in hours attempted or earned, but they are counted towards enrollment (full-time, 3/4 time, etc.).

The Department of Education has implemented regulations governing repeated coursework effective July 1, 2011 per federal regulations (34 CFR Section 668.2). The regulations have been implemented to improve the pace of graduation completion for students, which in turn should reduce loan indebtedness and preserve grant funding levels. Repeating courses may significantly impact Satisfactory Academic Progress (SAP) and eligibility for Title IV federal financial aid and institutional aid. Grades of D or better in repeated courses will be counted as earned credits. All course repeats will count as attempted credits and be used in the quantitative and maximum time frame components of the SAP policy. Students should consult with a financial aid advisor before registering for a repeated course. Student may be full-time or part-time.

## **Consequences of Failure to Meet Satisfactory Academic Progress**

Financial Aid Warning is a status assigned to a student who fails to make Satisfactory Academic Progress at the end of an enrollment period. A student who fails to meet SAP (excluding maximum time frame) at the end of an enrollment period is no longer eligible for financial aid; however, for the first term of ineligibility, a student is automatically placed in a Financial Aid Warning status, not to exceed one enrollment period.

During the warning period, a student may receive financial aid despite the determination that he/she is not meeting SAP standards.

A student must meet SAP standards by the end of the warning period. If SAP standards are not met, financial aid eligibility will be suspended until the student regains SAP or files an appeal.

For denied appeals, a student must pay for all enrollment periods after the warning period through personal or private funds. A student will regain eligibility for Federal Student Aid funds when SAP standards are met.

**Financial Aid Probation:** This status is assigned to a student who fails to make Satisfactory Academic Progress, has successfully appealed, and can meet minimum SAP standards by the end of an enrollment period. This student has had eligibility for aid reinstated and can receive financial aid for one enrollment period.

For students who have successfully appealed but cannot meet minimum SAP standards by the end of one enrollment period, an individual academic plan may be developed in conjunction with an academic school designee. These students will be evaluated and must demonstrate progress each period, as required, in a maximum of two enrollment periods (beyond the "warning" term).



Extenuating circumstances may occur during an enrollment period and impact a student's ability to meet SAP standards, including:

Personal injury or illness  
Death of an immediate family member  
Other unexpected extenuating circumstances beyond a student's control

In all cases, the circumstances must be sufficiently documented.

If extenuating circumstances occur and a student wishes to appeal his/her status, a Satisfactory Academic Progress Appeal form must be submitted to the Office of Financial Aid. A student must meet with the appropriate academic school designee to discuss and document the appeal. The academic school designee will recommend whether the student's eligibility should be reinstated.

The appeal must include appropriate documentation of the circumstances that led to it and how a student will demonstrate successful academic progress at the next evaluation.

If a student is able to meet the SAP policy standards within one enrollment period, the Satisfactory Academic Progress Appeal Form and its documentation will be submitted to the Office of Financial Aid. The SAP Appeals Committee will review the appeal and make a final determination.

If a student will require more than one enrollment period to become compliant with SAP policy standards, an academic plan may be developed by the academic school designee, specifying the coursework and grades necessary to become compliant each period within a maximum of two enrollment periods.

The SAP Appeals Committee will review progress at the end of each enrollment period. If a student is not meeting the terms of an academic plan, financial aid eligibility will be suspended until he/she regains SAP.

An academic plan to meet SAP policy standards must not exceed two additional enrollment periods.

Students will be granted up to two appeals during their entire academic program.

As a result of a change of major or academic program change, a student may not complete a degree objective within 150 percent of the normal time frame. If this occurs and a student wishes to appeal the suspension of financial aid eligibility, a Satisfactory Academic Progress Appeal Form must be submitted with an academic plan approved by an academic school designee that identifies remaining coursework and a projected graduation date. Extensions of the maximum time frame may not exceed two additional enrollment terms. Extensions of time frame will not be granted to students who have less than the required cumulative GPA or less than a 67 percent completion rate at the time of appeal.

Incomplete appeal forms will not be reviewed.

Eligibility for institutional scholarships and grants is not guaranteed with the approval of a SAP appeal or during warning and probation periods.

A separate appeal may be required for certain types of institutional aid. (e.g., scholarship renewal criteria, limited funded grants, etc.) Contact the NYIT Financial Aid Office for all the information.

Final decisions will be made by the SAP Appeals Committee. Evaluations and decisions are based on the documented information provided, the circumstances leading to the appeal, and the academic plan, if required. Students will be notified of the committee's decision via email. The decision of the SAP Appeals Committee is final.

If an appeal is denied, a student is no longer eligible to receive financial aid from NYIT until he/she becomes compliant with SAP policy standards.

## Satisfactory Academic Progress Standards for Comprehensive Transitional Programs (VIP)

Students enrolled in a Comprehensive Transition Program through the Vocational Independence Program must also meet satisfactory academic progress standards. Unlike traditional credit hour programs, progress for students in this program is measured in hours attended (clock hours) and weeks completed. Student must also meet minimum CGPA requirements. The VIP Program Coordinator completes the required calculation and results are submitted to the Financial Aid Department. All students must meet the standards of satisfactory progress to maintain eligibility for Federal Student Aid.

### **Tuition Assistance Program (TAP) Satisfactory Academic Progress**

NYIT is responsible for implementing standards for satisfactory academic progress to maintain eligibility for the New York State Tuition Assistance Program (TAP).

The standards that apply to TAP and other New York state awards require recipients to maintain a steady rate of progress toward a degree and to earn a prescribed academic average. Standards affect all students who receive TAP and other New York state awards. Additional information on satisfactory academic progress may be found at the [Office of Registrar](#) and the [NYIT Enrollment Services Center](#). Additionally, the chart below demonstrates minimum requirements and can also be found at the [NY State HESC website](#).

## Program: Baccalaureate Semester Based Program Chart

*Applies to nonremedial students first receiving aid in 2010–2011 and thereafter*

<b>Before Being Certified for This Payment</b>	6pt 1st	12pt 2nd	18pt 3rd	24pt 4th	30pt 5th	36pt 6th	42pt 7th	48pt 8th	54pt 9th**	60pt 10th**
<b>A Student Must Have Accrued at Least This Many Credits</b>	0	6	15	27	39	51	66	81	96	111
<b>With at Least This Grade Point Average (GPA)</b>	0	1.5	1.8	1.8	2	2	2	2	2	2

**\*\* (The 9th and 10th payments are for approved five-year program students only.)**

Program: Baccalaureate Semester Based Program Chart (2006 Standards)

*Applies to students first receiving NYS aid in 2007–2008 through and including 2009–2010, and remedial students first receiving NYS aid in 2010–2011 and thereafter*

Before Being Certified for This Payment	6pt 1st	12pt 2nd	18pt 3rd	24pt 4th	30pt 5th	36pt 6th	42pt 7th	48pt 8th	54pt 9th**	60pt 10th**
A Student Must Have Accrued at Least This Many Credits	0	3	9	21	33	45	60	75	90	105
With at Least This Grade Point Average (GPA)	0	1.1	1.2	1.3	2	2	2	2	2	2

\*\* (The 9th and 10th payments are for students in an approved five-year program only.)

Program: Associate Degree Semester Based Program Chart

*Applies to nonremedial students first receiving NYS aid in 2010–2011 and thereafter*

Calendar: Semester						
Before Being Certified for This Payment	1st	2nd	3rd	4th	5th	6th
A Student Must Have Accrued at Least This Many Credits	0	6	15	27	39	51
With at Least This Grade Point Average (GPA)	0	1.3	1.5	1.8	2	2

Program: Associate Degree Semester Based Program Chart (2006 Standards)

*Applies to students first receiving NYS aid in 2007–2008 through and including 2009–2010, and remedial students first receiving NYS aid in 2010–2011 and thereafter*

Calendar: Semester						
Before Being Certified for This Payment	1st	2nd	3rd	4th	5th	6th
A Student Must Have Accrued at Least This Many Credits	0	3	9	18	30	45
With at Least This Grade Point Average (GPA)	0	0.5	0.75	1.3	2	2

TAP Waivers

A one-time waiver may be granted to the recipient of state financial assistance who fails to maintain pursuit of program or make satisfactory academic progress. A student must initiate the request for the waiver through [NYIT's Counseling and Wellness Services](#) and must be able to document one of three reasons for the request: death in a student's family, serious illness of a student, or other mitigating circumstances beyond a student's control. Approval of the waiver is not automatic. After a careful review of documentation, a student will be notified by email as to whether the one-time waiver will be granted.

For more detailed and complete information on the waiver and other requirements, review the Commissioner's Guidelines on the New York State Higher Education Services Corporation (NYSHESC) website at [Appendix C: Commissioner's Guidelines on Good Academic Standing C-Average Requirement: Questions and Answers](#).

Financial Aid Undergraduate

Study Abroad Programs

NYIT's study abroad programs offer exciting and effective ways to learn about the rapidly changing world and offer students opportunities to experience different cultures. NYIT has several study abroad programs administered by various academic departments that enable students to earn credits toward an academic degree. Many students choose the summer programs, which have been developed over the years by NYIT's schools.

Students who plan to study abroad must contact their respective academic department for details about program enrollment. Students from other



colleges and universities may be eligible to participate in NYIT's study abroad programs. If non-NYIT students want to use federal aid, a completed [Consortium Agreement](#) must be completed by the student's home school and be on file at NYIT. For more information on financing for any consortiums or study abroad programs, contact the [Office of Financial Aid](#). Students can determine eligibility for study abroad programs by contacting the appropriate program director or coordinator.

Reference: [2017-2018 FSA Handbook, Vol. 2, Ch. 2 School Eligibility and Operations, \(34 CFR 668.39 and CFR 668.50\)](#)

## Financial Aid for Study Abroad Programs

The cost of attendance for the program will be provided by the NYIT study abroad program coordinator. Actual costs will depend on current airfares, exchange rates, and other factors. NYIT students participating in study abroad programs for NYIT credits toward their approved degree program may be eligible for financial aid, including grants (during a fall or spring semester) and loans. Students must:

1. Ensure they have a valid [FAFSA](#) on file at NYIT (using Title IV code 002782)
2. [Complete Study Abroad form](#)
3. [Complete Seasonal Loan Request form](#) (if interested in federal or private loans that include a summer semester)
4. Submit documentation of the cost of attendance from the department

Eligible veterans should visit [va.gov](#), and state aid recipients should visit their state aid departments to determine if VA benefits or state aid can be used for study abroad programs. All forms must be completed within established deadlines as set by the Office of Financial Aid. For summer sessions I and III all documents must be received no later than May 1. For summer session II, all documents must be received no later than June 1.

### For more details, contact:

New York Institute of Technology  
Office of Financial Aid  
Northern Boulevard  
Old Westbury, NY 11568-8000  
Phone: 516.686.7680  
Fax: 516.686.7997

**Financial Aid Undergraduate**

# New York State Tuition Assistance Program (TAP)

## NYIT TAP CODE – 2120

The following information is taken from the New York State Higher Education Services Corporation (HESC) website at [hesc.ny.gov](#). The definition of full-time and part-time study may be different for students enrolled at NYIT, and some graduate programs may not be considered eligible for state grants and other state aid. Please contact the [Office of the Registrar](#) for specific program eligibility requirements.

The New York State Tuition Assistance Program (TAP) helps eligible New York State residents pay tuition at approved schools in New York State. Depending upon the academic year in which you begin study, an annual TAP award currently has a maximum eligibility of \$5,165. TAP is a grant from the state. It does not have to be paid back.

To be eligible for TAP, you must:

- Be a United States citizen or eligible noncitizen;
  - Be a legal resident of New York State for at least one year prior to the start of the term;
  - Have graduated from high school in the United States, earned a high school equivalency diploma by passing a Test Assessing Secondary Completion (TASC) formerly known as a GED, or passed a federally approved "Ability to Benefit" test as defined by the Commissioner of the New York State Education Department;
  - Study at an approved postsecondary institution in New York State;
  - Be matriculated in an approved program of study and be in good academic standing with at least a "C" average as of the fourth semester payment;
  - Be enrolled as a full-time student taking 12 or more credits applicable toward the degree program\*\* per semester to receive TAP
  - Be charged at least \$200 tuition per year;
  - Not be in default on any state or federal student loans and not be in default on any repayment of State awards;
  - Be in compliance with the terms of any service condition imposed by a NYS award; and
  - Meet income requirement
- See the following income eligibility limitations below:
- \$80,000 NYS taxable income for dependent undergraduate students, or those who qualify as an orphan, foster child, or ward of the court, or independent students who are married and have tax dependents, or independent students who are unmarried and have tax dependents
  - \$40,000 NYS taxable income for married independent undergraduate students who have no other tax dependents
  - \$10,000 NYS taxable income for unmarried independent undergraduate students with no tax dependents

**\*\* Credit-bearing courses in the student's minimum full-time course load (12 semester hours or the equivalent) must consist of courses applicable to the student's program of study as a general education requirement, major requirement, or elective.**

**TAP Certification Process:** Each semester the Office of the Registrar must certify the TAP award based on eligibility guidelines listed above. TAP certification begins after the end of the add/drop period and continues throughout the academic year.

### **What Determines the Amount of the TAP Award?**

The award amount is determined by:

- Academic year in which first payment of TAP or any state award is received
- Type of postsecondary institution and the tuition charge
- Combined family New York State taxable income and federal, state, or local pension income and private and pension annuity, if applicable
- Financial status (dependent or independent)
- Other family members enrolled in college

### **How to maintain eligibility for TAP**

To remain eligible for New York State student financial assistance, you must remain in good academic standing. Two elements make up good academic standing: making satisfactory academic progress toward a degree and pursuing the program of study. See *Satisfactory Academic Progress for TAP* and *Four and Five Year Baccalaureate Programs* at [hesc.ny.gov](https://hesc.ny.gov).

### **How to apply for TAP**

To apply for TAP, you and your parents (if dependent) must first create a FSA ID. The student logs onto [Free Application for Federal Student Aid \(FAFSA\)](https://fafsa.gov) with his/her FSA ID, and both the parent and student sign the FAFSA using their FSA ID and submit it to the federal government.

At the beginning of the online TAP application on HESC, you will be prompted to create a HESC-specific user name and personal identification number called a HescPIN. You will use your HescPIN when electronically signing your TAP application and when accessing your HESC account information in the future. NYIT's NYS TAP school code: 4 Years Undergraduate – 2120.

If you are a qualifying New York State resident, you should complete the TAP on the online application using the New York State link on the FAFSA Submission Confirmation page, or by going to [hesc.ny.gov](https://hesc.ny.gov).

The application deadline for TAP is June 30 of the academic year for which the aid is sought.

**Financial Aid Undergraduate**

## **Title IV Student Withdrawal Policy: Undergraduate Students**

### **Objective**

The Title IV Student Withdrawal Policy is designed to ensure the accurate and timely determination of:

1. The date of the institution's determination that a student withdrew,
2. The student's withdrawal date, and
3. The student's last date of attendance

The policy maintains the proper disposition of Title IV funds, in accordance with 34 CFR 668.22 of the Code of Federal Regulations. Reference: [\*2017-2018 Student Financial Aid Handbook, Vol. 5, Ch. 1–2, pp. 3–118\*](#)

### **Background**

When a recipient of Title IV grant(s) and/or loan(s) withdraws from NYIT during a payment period in which he/she began attendance, the college must determine the amount of the grant and/or loan assistance earned by the student as of his/her withdrawal date. This policy establishes steps that NYIT must take to ensure compliance with federal regulations.

### **Policy**

NYIT must always return any unearned Title IV funds that it is responsible for within 45 days of the date NYIT determined the student withdrew and offer any post-withdrawal disbursement of loan funds within 30 days of that date.

Reference: [\*2017-2018 Student Financial Aid Handbook, Vol. 5, Ch. 1–2, pp. 3–118\*](#)

### **Withdrawal Date**

A student's withdrawal date varies depending on the type of withdrawal. Reference: Determining a student's withdrawal date at a school that is not required to take attendance in the [\*2017-2018 Student Financial Aid Handbook, Vol. 5, Ch. 1, pp. 5–22\*](#).

### **Official Notification Provided**

In a case when the student provides official notification of his/her intent to withdraw, NYIT will use the date of notification as follows:

- In the event that a student begins NYIT's withdrawal process,\* the date the student begins the process is the date of withdrawal.
- In the event that a student sends written notification of intent to withdraw, the date NYIT receives the written notice is the date of withdrawal.



In the event that a student makes an oral notification to the Office of the Registrar, which is NYIT's designated office for beginning the withdrawal process, the date will be documented by this office. The date of withdrawal will be recorded as of the date of oral notification, unless there is subsequent written notification, in which case the date that NYIT receives the written notification may be the withdrawal date.

\*To begin the withdrawal process, the student contacts the [Office of the Registrar](#) to obtain the appropriate withdrawal form. If the student both begins the withdrawal process and provides a notification to NYIT, the earlier of the two dates will be used as the withdrawal date.

### **Official Notification Not Provided**

In a case when the student does not provide official notification of his/her intent to withdraw, NYIT may use the midpoint of the payment period as the date of withdrawal, with the following exception:

When an official notification was not provided by the student because of circumstances beyond his/her control (i.e., illness, accident, grievous personal loss, or other circumstances), the date of the onset of such circumstances will be serve as the withdrawal date as determined by the Office of the Registrar.

### **Last Date of Attendance**

NYIT may always use as the withdrawal date the student's last date of attendance at an academic activity reported by a faculty member on a course enrollment roster or final grade sheet. Examples of academic activities are exams, tutorials, computer-assisted instruction, academic counseling, turning in class assignments, or attending a study group assigned by the college. The faculty member will maintain documentation of the last date of attendance.

### **Date of Official Notification Not Provided**

This is the date that NYIT learns the student has ceased attendance. NYIT will perform the Return to Title IV Funds calculation and return any unearned funds no later than 45 days after the end of the payment period. For a student who withdraws without providing notification to NYIT, the college must determine the withdrawal date no later than 30 days after the end of the earliest:

1. Payment period or period of enrollment (as appropriate)
2. Academic year
3. Educational program

Reference: [2017-2018 Student Financial Aid Handbook, Vol. 5, Ch. 1, pp. 5–38](#)

### **Rescission of Withdrawal**

NYIT may allow a student to rescind an official notification to withdraw by having him/her file a written statement that he/she is continuing to participate in academic activities and intends to complete the enrollment period. If the student subsequently ceases to attend the institution prior to the end of the payment period, the rescission is negated, and the withdrawal date will be the last date of attendance at an academic activity. If the student subsequently withdraws (without ever returning to college) after rescinding an intent to withdraw, the rescission is negated, and the withdrawal date will revert back to the date of the first official notification.

### **Calculation of Earned Title IV Assistance**

U.S. Department of Education software will be used to perform all refund calculations. A copy of the completed calculation worksheet will be kept in the student's file in the Office of Financial Aid. The amount of Title IV assistance earned by the student is calculated by determining the percentage of grant and/or loan assistance earned by the student, and applying that percentage to the total amount of grant and/or loan assistance disbursed to the student or on the student's behalf for the payment period, as of his/her withdrawal date. The percentage of Title IV assistance earned will be equal to the percentage of the payment period completed by the student, when said percentage is less than 60 percent. If the student's withdrawal date occurs after the completion of 60 percent of the payment period, the percentage earned is 100 percent.

### **Withdrawal from Cycle Classes**

A Cycle Class is defined as a course in a program that does not span the entire length of the payment period or the period of enrollment. A student who registers for a Cycle Class and then ceases to attend or fails to begin attendance is considered withdrawn, if he/she is not attending any other classes and is not registered for a Cycle Class to begin at a later date within the enrollment period. A student is not considered to have withdrawn if the college obtains written confirmation at the time of withdrawal that he/she will attend a Cycle Class to begin later in the same period of enrollment. This confirmation must be obtained at the time of withdrawal, even if the student has already registered for subsequent courses. If the student fails to return for the subsequent cycle, the date of withdrawal reverts back to the original withdrawal date in the earlier cycle.

### **Post-Withdrawal Disbursements**

If the total amount of the Title IV grant and/or loan assistance earned by the student is more than the amount that was disbursed to the student as of the withdrawal date, the difference between the two amounts will be treated as a post-withdrawal disbursement. In the event of outstanding charges on the student's account, NYIT will credit his/her account for all or part of the amount of the post-withdrawal disbursement, up to the amount of allowable charges.

If Direct Loan is used to credit the student's account, NYIT will notify the student (or parent for a PLUS Loan) and provide the student (or parent) with the opportunity to cancel all or a portion of the loan(s).

Any amount of a post-withdrawal disbursement that is comprised of loan funds and has not been credited to a student's account will be offered to the student (or parent for a PLUS Loan) within 30 days of the date the college determined the student's withdrawal. Any earned grant funds that the student is eligible to receive due to a post-withdrawal disbursement will be provided within 45 days of the date of determination. Students will be notified of such disbursements in writing. The notification will include:

- Identification of the type and amount of the Title IV funds that make up the post-withdrawal disbursement (not to include any amounts that have been applied to the student's account)
- Explanation that the student (or parent for a PLUS loan) may accept or decline some or all of the post-withdrawal disbursement (that which has

not been applied to the student's account)

Advisement that NYIT is not required to make a post-withdrawal disbursement if the student (or parent for a PLUS Loan) does not respond within 14 days of the date that NYIT sent the notification

Upon receipt of a timely response from the student or parent, NYIT will disburse funds in the manner specified in the response. Distribution will occur within 180 days of the date of determination of the student's withdrawal date. If no response is received from the student or parent, NYIT will not disburse any of the funds. NYIT maintains the right to decide whether or not to make a post-withdrawal disbursement in the event that the student (or parent for a PLUS Loan) responds after 14 days of the date that notification was sent to them. If NYIT decides not to make this post-withdrawal disbursement, it will inform the student (or parent) in writing. In the case of a post-withdrawal disbursement, grant funds will be disbursed prior to loan funds.

### **Refund of Unearned Funds to Title IV**

If the total amount of Title IV grant and/or loan assistance that was earned by the student is less than the amount that was disbursed to the student as of the withdrawal date, the difference between the two amounts will be returned to Title IV programs and no further disbursements will be made. Funds will be returned as follows:

### **Refunds by the College**

In the event that NYIT is responsible for returning funds to Title IV programs, the funds will be returned in the order prescribed by the U.S. Department of Education (listed below) within 45 days of the date of determination of a student's withdrawal.

Unsubsidized Federal Direct Student Loans

Subsidized Federal Direct Student Loans

Federal Direct PLUS Loans

Federal Pell Grants for the payment period for which a return of funds is required

Federal Supplemental Educational Opportunity Grants (FSEOG) for the payment period for which a return of funds is required

Teacher Education Assistance for College and Higher Education Grant (TEACH) for the payment period for which a return of funds is required

Other assistance under Title IV for which a return of funds is required

### **Refunds by the Student**

In the event that the student is responsible for returning grants funds to Title IV programs, NYIT will notify the student within 45 days of the date of determination of his/her withdrawal. The student will be advised of making arrangements for repayment.

### **Payment Period or Enrollment Period**

Withdrawals and the return of Title IV funds will be based on a payment period for all standard term programs. Nonterm program payments will be based on an enrollment period.

### **Program Course Offered in Modules**

For a payment period or period of enrollment in which courses in the program are offered in modules:

A student is not considered to have withdrawn if the institution obtains written confirmation at the time of withdrawal of an anticipated return date to a module to begin later in the same payment period or period of enrollment.

A student may change the date of return to a module that begins later in the same payment period or period of enrollment, provided that he/she does so in writing prior to the previously confirmed return date.

If an institution obtains written confirmation of future attendance, but the student does not return as scheduled, he/she is considered to have withdrawn from the payment period or period of enrollment.

A student's withdrawal date and the total number of calendar days in the payment period or period of enrollment will be treated as if he/she had not provided written confirmation of a future date of attendance (original withdrawal date).

If a student withdraws from a program offered in modules during a payment period or period of enrollment and re-enters the same program prior to the end of the period, he/she is eligible to receive Title IV, HEA program funds for which he/she was eligible prior to withdrawal. This includes funds returned by the institution or student, provided the student's enrollment status continues to support the full amount of those funds.

### **Documentation**

NYIT must document a student's withdrawal date and the date of determination that the student withdrew. The documents will be kept in the student's academic file in the [Office of the Registrar](#) and the [Office of Financial Aid](#), in the case of an Official Withdrawal. Unofficial withdrawal dates are monitored within the Office of the Registrar. The Title IV funds calculation and other accompanying documentation will be secured in the Office of Financial Aid.

**Financial Aid Undergraduate**

## **Transfer Scholarship**

Limited scholarships are available to graduates of accredited two-year colleges, and transfer students from four-year colleges who completed a minimum of 24 credits from the prior school and who wish to complete their bachelor's degree at NYIT. Students readmitted to NYIT are not eligible for this scholarship. The minimum required cumulative GPA ranges from 2.5 to 3.35, and award amounts vary accordingly. Transfer scholarships will be granted for a maximum of three years or six semesters of continuous full-time enrollment unless the student is enrolled in an approved five-year program. For approved five-year programs, Transfer scholarships will be granted for a maximum of four years or eight semesters of continuous full-time enrollment. All renewal criteria below must be met.



## Renewal Criteria:

- Must successfully complete at least 12 credits per semester within their program with no incomplete grades
- Must maintain a cumulative GPA as outlined in the Admission's Scholarship Letter

**Financial Aid Undergraduate**

# Transfer Students

All students transferring from other institutions will have their credits evaluated by the [Transfer Credit Evaluation](#) department once admitted to NYIT. The final number of transferred credits will be posted to the system of record only after the student is enrolled and all final official transcripts and relevant test scores have been received.

In the absence of recorded accepted transfer credits, the financial aid package will be prepared based on a freshman level status. Once transfer credits are finalized and posted to the student's account, the student must contact the [Office of Financial Aid](#) to determine eligibility for an increase in federal student loans based on academic grade level if desired.

**Financial Aid Undergraduate**

# Undergraduate Students Enrolled in Graduate Courses

A student in an undergraduate degree program is not eligible for federal loans at a graduate grade level based on taking graduate coursework as a part of the undergraduate program. An undergraduate student who elects to enroll in graduate coursework must obtain approval from both the academic department and the [Office of the Registrar](#) to have the course(s) designated as required for the undergraduate degree program. Once permission is granted, the course cannot be subsequently designated as a graduate course if/when a student officially enters a graduate program.

Additionally, student financial aid cannot be used twice to pay for the same coursework (except as required by law for failed coursework). For example, student financial aid cannot be used to pay for a course designated as undergraduate coursework, then again for the same coursework designated as graduate level. In all cases, the coursework taken must lead to a degree in the enrolled program of study.

Please be aware that financial aid is awarded based on a student's enrollment status and degree/course agreement for the declared program of study.

Reference: [2017-2018 FSA Handbook, Vol. 3, Chapter 7 Packaging Aid](#)

**Financial Aid Undergraduate**

# NYIT Undergraduate Scholarships and Grants

Through the generosity of trustees, alumni, faculty, staff and friends, NYIT provides academic scholarships and grants on the basis of academic achievement, high scholastic potential, and demonstrated need and/or ability.

Most scholarships and grants are renewable each fall and spring semester and based on eligibility and funding availability. Students must be full-time, and satisfactorily complete 12 credits within their program each semester with no incomplete grades, to be eligible for awards the following semester. Students must also maintain the minimum cumulative GPA each semester as required by the scholarship and/or grant requirements effective at the time of admission to NYIT. Scholarships and grants are for tuition only and are divided equally between fall and spring semesters. Institutional aid is credited to a student's account after the end of the add/drop period. They are not applicable to any summer session attendance. Any designated "tuition only" awards cannot exceed the cost of tuition and will be reduced accordingly.

It is the student's responsibility to notify the [Office of Financial Aid](#) of any outside scholarships, grants or loans. Receipt of outside aid may affect currently offered aid. Students should contact the Office of Financial Aid for more information on the availability of scholarships and grants. Very limited scholarships and grants may be available based on funding for part-time study. Students may receive two or more NYIT merit-based academic scholarships concurrently if, at the time of admission, the [Office of Admissions](#) offers to new students any additional renewable or non-renewable recognition and/or enrichment awards.

NYIT reserves the right to revise its financial aid programs. All programs are subject to change due to modifications in government or institutional policies. Additional criteria and information may be obtained from the Office of Financial Aid. Students are responsible for reading Financial Aid

Disclosures before deciding to accept or reject their financial aid.

Eligibility for NYIT institutional scholarships, assistantships, and grants are limited to students whose campus location is Manhattan, Old Westbury, or online. To qualify, a student:

Must be enrolled full-time (12 credits or more) in undergraduate courses required for their academic program.

Must maintain continuous enrollment.

Must maintain a minimum cumulative GPA each semester as required for specific scholarships, and be making [Satisfactory Academic Progress \(SAP\)](#).

Should file their [FAFSA](#) application by the March 1 priority date at [www.fafsa.gov](http://www.fafsa.gov).

Will only be eligible for a scholarship for a maximum of eight full-time semesters of continuous enrollment, unless enrolled in an approved five-year program (ten full-time semesters), or is a transfer student.\*

Will only be eligible for an undergraduate scholarship if enrolled full-time (12 credits or more) in courses applicable to his/her undergraduate program.

\* Transfer students may receive NYIT transfer scholarships to complete the balance of their academic programs as defined by the [Office of the Registrar](#). Transfer scholarships are not to exceed a maximum of three years or six semesters of continuous full-time enrollment, unless enrolled in an approved five-year program. All renewal criteria must be met.

Students who qualify for special discounted tuition packages may not qualify for other NYIT scholarships, or may have scholarships or discounted tuition packages reduced accordingly. In the case of a tuition discount (e.g. tuition remission), scholarships received for credits taken in excess of maximum allowable discounted tuition will be prorated accordingly based on standard remaining credit ranges. In addition, students may only qualify for one discounted tuition program at a time. Any combination of scholarships and tuition credit awards cannot exceed tuition charges.

Students may receive a prorated scholarship, if they are enrolled for less than 12 credits within their program in their final semester of enrollment, provided all other scholarship renewal criteria are met. Scholarships and grants are only available for fall and spring semesters and cannot be used for attendance during summer periods of attendance.

## More Information

[First-Year Student Scholarships](#)

[Transfer Scholarships](#)

[Continuing Student Scholarships](#)

[NYIT Grant](#)

[Athletics Service to School Award](#)

**Financial Aid Undergraduate**

# Veterans Benefits

Veterans may qualify for additional benefits, including the Yellow Ribbon Program. For more information, contact the following agencies:

[U.S. Department of Veterans Affairs \(VA\)](#)

[GI Bill®](#)

[NY State Veterans](#)

Office of the Registrar at NYIT's Long Island (Old Westbury) campus, email: [registrar@nyit.edu](mailto:registrar@nyit.edu)

HESC [Veterans Tuition Award \(VTA\)](#) (NYS Code for NYIT is 2120 for undergraduate students)

[Yellow Ribbon GI Education Enhancement Program](#)

[Transfer of Post-9/11 GI Bill® Benefits to Dependents](#)

## Duplicative Benefits

The combined tuition benefits available to a student cannot exceed the student's total tuition costs. Tuition payments received by a student under the Post-9/11 GI Bill® (Chapter 33 veteran benefits) and [Yellow Ribbon Program](#) are considered duplicative of any VTA and/or TAP award. Students receiving tuition assistance through these programs may, and in most cases will, have their state VTA and/or TAP payment reduced or denied due to these other benefits. However, payments received under the Montgomery GI bill® do not duplicate the purpose of the VTA and/or TAP.

**Financial Aid Undergraduate**

# Transfer of Post-9/11 GI Bill® Benefits to Dependents



The [transferability option](#) under the Post-9/11 GI Bill® allows service members to transfer all or some unused benefits to their spouse or dependent children. The request to transfer unused GI Bill® benefits to eligible dependents must be completed while servicing as an active member of the U.S. Armed Forces. The Department of Defense (DoD) determines whether or not you can transfer benefits to your family. Once the DoD approves benefits for transfer, the new beneficiaries apply for them at VA. To find out more, visit the [DoD's website](#) or [apply now](#).

## Type of Assistance

Eligible service members may transfer all 36 months or the portion of unused Post-9/11 GI Bill® benefits (unless DoD or the Department of Homeland Security has limited the number of transferable months). If you're eligible, you may transfer benefits to the following individuals:

- Your spouse
- One or more of your children
- Any combination of spouse and child

## Available Benefits and Eligibility

Family members must be enrolled in the Defense Eligibility Enrollment Reporting System (DEERS) and be eligible for benefits at the time of transfer to receive transferred benefits.

The option to transfer is open to any member of the armed forces active duty or Selected Reserve, officer or enlisted who is eligible for the Post-9/11 GI Bill®, and meets the following criteria:

- Has at least six years of service in the armed forces (active duty and/or Selected Reserve) on the date of approval and agrees to serve four additional years in the armed forces from the date of election.
- Has at least 10 years of service in the armed forces (active duty and/or Selected Reserve) on the date of approval, is precluded by either standard policy (by Service Branch or DoD) or statute from committing to four additional years, and agrees to serve for the maximum amount of time allowed by such policy or statute.
- Transfer requests are submitted and approved while the member is in the armed forces.

## Transfer Process

While in the armed forces, transferors use the Transfer of Education Benefits (TEB) website to designate, modify, and revoke a Transfer of Entitlement (TOE) request. After leaving the armed forces, transferors may provide a future effective date for use of TOE, modify the number of months transferred, or revoke entitlement transferred by submitting a written request to VA. [Submit a TEB request now](#) for your Service component approval (non-VA Link). (NOTE: When the milConnect Home page displays, select Education, then Transfer of Education Benefits [TEB] from the menu bar.)

Upon approval, family members may apply to use transferred benefits with VA by printing, completing, and mailing the VA [Form 22-1990e](#) to your [nearest VA regional office](#) or by [applying online](#). VA Form 22-1990e should only be completed and submitted to VA by the family member after DoD has approved the request for TEB. Do not use VA Form 22-1990e to apply for TEB.

## Other Factors to Consider

### Marriage and Divorce

A child's subsequent marriage will not affect his or her eligibility to receive the educational benefit; however, after an individual has designated a child as a transferee under this section, the individual retains the right to revoke or modify the transfer at any time.

A subsequent divorce will not affect the transferee's eligibility to receive educational benefits; however, after an individual has designated a spouse as a transferee under this section, the eligible individual retains the right to revoke or modify the transfer at any time.

### Duplicative Benefits

The combined tuition benefits available to a student cannot exceed the student's total tuition costs. Tuition payments received by a student under the Post-9/11 GI Bill® (Chapter 33 veteran benefits) and [Yellow Ribbon Program](#) are considered duplicative of any VTA and/or TAP award. Students receiving tuition assistance through these programs may, and in most cases will, have their state VTA and/or TAP payment reduced or denied due to these other benefits. However, payments received under the Montgomery GI bill® do not duplicate the purpose of the VTA and/or TAP.

### Reallocation of Benefits

If a service member wants to reallocate transferred benefits they can do so using the [TEB Portlet in MilConnect](#). If a veteran wants to reallocate benefits they should contact the VA using our "[Ask A Question](#)" feature.

If transferred benefits are totally revoked for a dependent a service member must resubmit a transfer request for the dependent via MilConnect, a veteran cannot re-transfer benefits to a dependent if the dependent's transfer eligibility was previously totally revoked.

### Nature of Transfer

Family member use of transferred educational benefits is subject to the following rules:

#### Spouses

- May start to use the benefit immediately
- May use the benefit while the member remains in the armed forces or after separation from active duty
- Are not eligible for the monthly housing allowance while the member is serving on active duty
- Can use the benefit for up to 15 years after the servicemember's last separation from active duty

Children

- May start to use the benefit only after the individual making the transfer has completed at least 10 years of service in the armed forces
- May use the benefit while the eligible individual remains in the armed forces or after separation from active duty
- May not use the benefit until he or she has attained a secondary school diploma (or equivalency certificate), or he or she has reached age 18
- Is entitled to the monthly housing allowance stipend even though the eligible individual is on active duty
- Is not subject to the 15-year delimiting date, but may not use the benefit after reaching 26 years of age

More Information

[Get the fact sheet on transferability of Post-9/11 GI Bill® benefits](#). For specific questions about your eligibility, the status of your transfer request, and service specific questions about the [TEB Portlet](#), please contact the appropriate career counselor or personnel center from the following:

Branch of Service	Contact
Army Active Duty Officer	<a href="#">Email</a>
Army Active Duty Enlisted	<a href="#">Email</a>
Army National Guard	<a href="#">Email</a>
Army Reserve (Enlisted and Officer)	<a href="#">Email</a>
Navy Active Duty Navy Personnel Command Customer Service Center	866-U-ASK-NPC (866-827-5672) DSN 882-5672
Navy Reserve	Tel. 800-621-8853 Fax. 757-444-7597/7598 <a href="#">Email</a>
Marine Corps Active Duty Officer	<a href="#">Email</a>
Marine Corps Active Duty Enlisted	<a href="#">Email</a>
Marine Corps Reserve	<a href="#">Email</a>
Air Force Active Duty	800-525-0102 210-565-5000 DSN 665-5000
Air National Guard	Contact one of the Retention Office Managers at your unit
Air Force Reserve	<a href="#">Email</a>
Coast Guard Active Duty	<a href="#">Email</a>
Coast Guard Reserve	<a href="#">Email</a>
NOAA	301-713-7728 <a href="#">Email</a>
PHS	240-453-6130 <a href="#">Email</a>

Financial Aid Undergraduate

Yellow Ribbon GI Education Enhancement Program

NYIT is proud to be a part of the [Yellow Ribbon GI Education Enhancement Program](#). The program is a provision of the Post-9/11 Veterans Educational Assistance Act of 2008 and allows degree-granting institutions of higher learning in the United States to voluntarily enter into an agreement with the VA to fund tuition expenses for the current 2017–2018 school year (as of August 1, 2017) that exceed either the \$21,805.34 cap for private institutions, or the resident tuition and fees for a public institution. The participating educational institution can contribute up to 50 percent of those expenses, and the VA will match the same amount as the institution.

Students must be eligible for the Post-9/11 GI Bill® at the 100 percent rate to be considered for the Yellow Ribbon Program.

Specific eligibility requirements for the [Yellow Ribbon Program may be found online](#).

Eligible students fit the criteria as follows:

- Served an aggregate period of active duty after September 10, 2001 of at least 36 months
- Were honorably discharged from active duty for a service-related disability and served 30 continuous days after September 10, 2001



Are dependents eligible for Transfer of Entitlement under the Post-9/11 GI Bill® based on his/her service under the eligibility criteria listed above

Students who wish to be considered should complete and submit an [application form available online](#). The VA will inform students via written notification with an explanation of its decision on program eligibility. If approved, students will receive a Certificate of Eligibility confirming their service meets the requirements of the Yellow Ribbon Program. All Certificates of Eligibility should be presented to the Office of the Registrar for NYIT’s records. The Certificate of Eligibility does not guarantee Yellow Ribbon funding as the availability of annual funds for NYIT’s Yellow Ribbon Program is limited. Student eligibility is determined by the college’s veteran certifying officer. In accordance with NYIT institutional funding parameters for the 2017–2018 year, Yellow Ribbon funds are awarded and applicable for the fall/spring/summer semesters. Students have the responsibility to request, complete and submit all forms with necessary documentation for all financial aid programs in a timely manner.

Duplicative Benefits

The combined tuition benefits available to a student cannot exceed the student’s total tuition costs. Tuition payments received by a student under the Post-9/11 GI Bill® (Chapter 33 veteran benefits) and Yellow Ribbon Program are considered duplicative of any VTA and/or TAP award. Students receiving tuition assistance through these programs may, and in most cases will, have their state VTA and/or TAP payment reduced or denied due to these other benefits; however, payments received under the Montgomery GI bill® do not duplicate the purpose of the VTA and/or TAP.

For more information on selection criteria for [NYIT’s Yellow Ribbon Program](#), contact the [Office of the Registrar](#) at 516.686.7580 or [registrar@nyit.edu](mailto:registrar@nyit.edu).

Financial Aid Undergraduate

Vocational Independence Program (VIP)

Students enrolled in [NYIT’s Vocational Independence Program](#) may be eligible to receive federal student aid in the form of a [Federal Pell Grant](#), [Federal Supplemental Educational Opportunity Grant \(FSEOG\)](#), and/or the [Federal Work Study Program](#). All students in the VIP program who are eligible and wish to be considered for federal student aid must complete a [Free Application for Federal Student Aid \(FAFSA\)](#) with NYIT school code 002782.

Students and parents with questions about the [financial aid application process](#) for NYIT’s Vocational Independence Program are advised to contact the [Office of Financial Aid](#) at 516.686.7680 or email at [fnaid@nyit.edu](mailto:fnaid@nyit.edu).

Policies and Rules

Higher Education General Information Survey (HEGIS)

NYIT courses of study are registered by the New York State Education Department, Office of Higher Education and the Professions, under the Higher Education General Information Survey (HEGIS). View the HEGIS Code Directory below.

New York State Education Department  
Office of Higher Education and the Professions  
Cultural Education Center  
Room 5B28  
Albany, N.Y. 12230  
Phone: 518.474.5851

HEGIS Code Directory

Program	Degree	HEGIS Code Number	CIP	Campus*
Bilingual School Counseling	AC	08.2601	13.1101	1
Computers in Education	AC		13.9999	1
Distance Learning	AC	07.99	13.9999	1, 2
Emerging Technologies for Training	AC	07.99	11.0801	1
Energy Technology	AC	09.25	15.9999	1, 2
Environmental Management	AC	05.99	52.9999	1, 2
Environmental Technology	AC	05.99	52.9999	1, 2
Facilities Management	AC	05.99	52.9999	1

Finance	AC	05.04	52.0801	1
Human Resources Administration	AC	05.15	52.1001	1, 2
Human Resources Management	AC	05.15	52.1001	1, 2
Infrastructure Security Management	AC	21.99	43.0112	1
Instructional Design for Global E-Learning	AC	07.99	11.9999	1, 2
International Business	AC	05.13	52.1101	1, 2
Labor Relations	AC	05.16	52.1099	1, 2
Management of Information Systems	AC	05.99	52.9999	1, 2
Marketing	AC	05.09	52.1801	1, 2
Multimedia	AC	07.99	11.9999	1, 2
School District Leadership and Technology	AC	08.27	13.0401	1
Science, Technology, Engineering, and Math (STEM) Education	AC	08.99	13.9999	1
Student Behavior Management	AC	08.2601	13.1101	1
Architectural Technology	AAS	56.02	04.0902	1, 2
Business Administration	AAS	50.04	52.0201	1, 2
Communication Arts	AAS	50.08	10.0202	1, 2
Computer Science	AAS	07.01	11.0101	1, 2
Electrical Engineering Technology	AAS	53.10	15.0399	1, 2
School Leadership and Technology	AD	08.28	13.0404	1
Architecture	BARCH	02.02	04.0902	1, 2
English	BA	15.01	23.0101	1, 2
Interdisciplinary Studies	BA	49.99	30.9999	1, 2
Advertising, Public Relations, and Technology	BFA	06.04	09.0900	1, 2
Communication Arts	BFA	06.03	09.0701	1, 2
Communications and Media Production	BFA	06.05	09.0100	1, 2
Design Graphics	BFA	10.09	50.0402	1, 2
Digital Art	BFA	10.09	50.0102	1, 2
Digital Film and Television Production	BFA	06.05	09.0702	1, 2
Fine Arts	BFA	10.01	50.0702	1, 2
Global and Electronic Journalism	BFA	06.02	09.0702	1, 2
Graphic Design	BFA	10.09	50.0402	1, 2
Interior Design	BFA	10.09	50.0408	1, 2
Visual Arts Education	BFA	08.31	50.9999	1, 2
Hospitality Management	BPS	05.08	52.0909	1, 2
Interdisciplinary Studies	BPS	49.99	30.9999	1, 2
Accounting	BS	05.02	52.0301	1, 2
Adolescence Education	BS		13.1399	1
Advertising	BS	06.04	09.0903	1, 2
Applied Economics	BS	22.04	45.0601	1, 2
Architectural Technology	BS	02.99	04.0902	1, 2
Behavioral Sciences	BS		30.1701	1
Biology	BS	04.01	26.0101	1
Biology Education	BS		13.1322	1, 2
Biotechnology	BS	04	26.1201	1
Business and Marketing Education	BS	08.38	13.1303	1, 2
Business Administration	BS		52.0201	1, 2
Chemistry	BS	19.05	40.0501	1
Childhood Education	BS		13.1322	1
Computer Science	BS	07.01	11.0101	1, 2
Computer Technology	BS	07.99	15.1202	1, 2
Criminal Justice	BS	21.05	43.0199	1
Electrical and Computer Engineering	BS	09.09	14.1001	1, 2
Electrical and Computer Engineering Technology	BS	09.25	15.0000	2

Electrical Engineering	BS	09.09	14.1001	1, 2
Electrical Engineering Technology	BS		15.0399	1, 2
Electrical Technology	BS	09.25	14.1001	1, 2
Electronics and Information Security	BS	07.99	11.9999	1, 2
Elementary Education	BS	08.02	13.1202	1
Engineering Management	BS	09.13	15.1501	1, 2
English	BS		13.1305	1, 2
English Education	BS		13.1305	1, 2
Freshman Studies	BS		24.0102	1, 2
General Studies	BS		24.0102	1, 2
Health and Wellness	BS	12.01	51.0001	1
Health Occupations Subjects	BS		13.1327	1
Health Sciences	BS	12.01	51.9999	1
Industrial Engineering	BS	09.25	14.1701	1
Information Technology	BS	07.01	11.0103	1, 2
Interdisciplinary Studies	BS	49.99	30.9999	1, 2
Life Sciences	BS		26.0101	1, 2
Manufacturing Engineering	BS	09.12	14.3901	1
Math/Education	BS		13.1311	1
Mechanical Design Engineering	BS		14.0201	1, 2
Mechanical Engineering	BS	09.10	14.1901	1, 2
Mechanical Engineering Technology	BS		15.0801	1, 2
Medical Technology	BS	12.23	51.1005	1
Nursing	BS	12.03	51.3801	1, 2
Nursing	BS	12.0310	51.1699	1, 2
Nutrition Science	BS	12.99	30.1901	1, 2
Occupational Teacher Education	BS		13.1399	1
Occupational Therapy	BS	12.08	51.2306	1
Physical Therapy	BS	12.12	51.2308	1
Physician Assistant	BS	12.9910	51.0912	1
Physics	BS	19.02	40.0801	1, 2
Physics	BS		13.1329	1, 2
Physics Education	BS		13.1329	1, 2
Political Science	BS	22.07	45.1001	1, 2
Psychology	BS	20.01	42.0101	1, 2
Psychology	BS	20.01	42.0101	1, 2
Social Sciences	BS		13.1317	1
Technical Writing	BS	06.01	09.0101	1, 2
Technology Education	BS	08.3901	13.1309	1
Telecommunication Network Management	BS	05.99	15.9999	1, 2
Urban Administration	BS	22.14	45.1201	2
Global Health	CERT	12.14	51.2201	1
Health Occupational Subjects	CERT	56.08	13.1303	1
Technical Subjects	CERT		13.0101	1, 2
Technical Writing	CERT	50.08	09.0101	1, 2
Trade Subjects	CERT	56.08	13.1303	1
Vocational Independence Program	CERT		30.9999	1
Communication Arts	MA	06.05	10.0202	1, 2
Fine Arts	MA		50.0702	1, 2
Adolescence Education	MAT	08.03	13.1205	1
Executive MBA	MBA	05.06	52.0201	2
Management	MBA	05.06	52.0201	1, 2
Master of Business Administration	MBA	05.06	51.0201	1, 2



Computer Graphics	MFA	10.09	11.0803	1, 2
Adolescence Education: Mathematics	MS	17.0101	13.1311	1
Adolescence Education: Science	MS	19.9920	40.9999	1
Architecture, Urban and Regional Design	MS	02.05	04.0902	2
Bioengineering	MS	09.05	14.0501	1, 2
Childhood Education	MS	08.02	13.1202	1
Clinical Nutrition	MS	04.24	30.1901	1, 2
Computer Science	MS	07.01	11.0101	1, 2
Counseling	MS	21.0410	51.1505	1
Counseling	MS	08.2601	13.1101	1
Early Childhood Education	MS	08.23	13.1210	1
Electrical and Computer Engineering	MS	09.09	14.1001	1
Electrical Engineering	MS	09.09	14.1001	1, 2
Elementary Education	MS	08.02	13.1202	1
Energy Management	MS	05.99	15.0503	1
Environmental Technology and Sustainability	MS	04.20	15.0599	1, 2
Human Resources Management and Labor Relations	MS	05.16	52.1002	1, 2
Information, Network, and Computer Security	MS	07.99	11.0101	1, 2
Instructional Technology	MS	07.99	13.9999	1
Mechanical Engineering	MS	09.10	14.1901	1, 2
Medical/Healthcare Simulation	MS	12.99	51.9999	1
Mental Health Counseling	MS	21.0410	51.1505	1
Neuromusculoskeletal Sciences	MS	12.07	51.1401	1
Occupational Therapy	MS	12.08	51.2306	1
Physical Therapy	MS	12.12	51.2308	1
Physician Assistant Studies	MS	12.9910	51.0912	1
Medicine	DO	12.10	51.1901	1
Physical Therapy	DPT	12.12	51.2308	1

\* **Campuses:** Long Island (Old Westbury) = 1, New York City (Manhattan) = 2

Enrollment in other than registered or otherwise approved programs may jeopardize a student’s eligibility for certain student aid awards. All of the above programs are registered according to the above indicated Higher Education General Information Survey (HEGIS) codes.

# Calendar for Completing Incomplete Grades

**Incomplete grade earned for:**     **Must be completed by end of:**

Cycle A 2018	Cycle C 2019 (03/13/19)
Cycle B 2018	Cycle D 2019 (05/16/19)
Intersession 2019	Cycle D 2019 (05/16/19)
Fall 2018	Summer Session III 2019 (08/30/19)
Cycle C 2019	Summer Session III 2019 (08/30/19)
Cycle D 2019	Cycle A 2019 (10/24/19)
Spring 2019	Fall 2019 (12/21/19)
Summer Session I 2019	Cycle B 2019 (12/19/19)
Summer Session II 2019	Cycle B 2019 (12/19/19)
Summer Session III 2019	Cycle B 2019 (12/19/19)



# Statement on Non-Discrimination

NYIT does not discriminate in admissions, access to, operation of, treatment, or employment in its programs and activities on the basis of race, color, national origin, religion, creed, ethnicity, disability, age, marital status, sex, gender, sexual orientation, gender identity, veteran status, or any other legally protected status. The following person has been designated to handle inquiries regarding this non-discrimination statement, or inquiries regarding Section 504 of the Rehabilitation Act of 1973, or Title IX of the Education Act of 1972:

Cheryl Monticciolo  
Director, Compliance and Title IX Coordinator and 504 Coordinator  
New York Institute of Technology  
Tower House, Room 106  
Old Westbury, NY 11568  
516.686.1080  
[cheryl.monticciolo@nyit.edu](mailto:cheryl.monticciolo@nyit.edu)

**Policies and Rules**

## Other NYIT Policies



Students who accept enrollment at NYIT are responsible for knowledge of, and compliance with, all policies and rules affecting them, including but not limited to those in the student handbooks, traffic and parking regulations, and residence life, as a condition upon which their status at the college is contingent. Copies of all policies and rules affecting students are available on all NYIT campuses in the offices of Student Activities and Leadership Development, Counseling and Wellness Services, and Residence Life and Off-Campus Housing.

Areas covered by NYIT policies include, but are not limited to:

- [Accommodation Policy for Students with Disabilities](#)
- [Computer Requirements \(Minimum\)](#)
- [Identification Cards](#)
- [Ownership of Student Work](#)
- [Parking Stickers](#)
- [Personal Information Protection \(applies to students attending NYIT in British Columbia\)](#)
- [Photo Release](#)
- [Recreation and Drug Policy](#)
- [Religious Observances and Academic Requirements](#)



# Tuition and Fees



Tuition and fees are payable as specified below. Checks and money orders should be drawn to the order of NYIT for the exact amount of the tuition and fee payment. College privileges are not available to the student until registration is completed and tuition and fees are paid.

NYIT offers eligible students a multi-payment plan for tuition and fees. Details on payment plans may be obtained at any Bursar’s Office or at [nyit.edu/bursar](https://nyit.edu/bursar).

The tuition and fee information below applies primarily to full-time undergraduate students in New York. Tuition and fees for special programs, graduate students, and students at NYIT’s global campuses can be found in the catalogs, brochures, or websites describing those programs.

Full-time undergraduates (12 to 17 credits)	
Fall term, 2018	\$17,792.50
Spring term, 2019	\$17,792.50
Total	\$35,585
NYIT College of Osteopathic Medicine	
Fall term, 2018	\$29,217.50
Spring term, 2019	\$29,217.50



Total	\$58,435
<b>Part-time undergraduates (less than 12 credits)</b>	
Per credit	\$1,205
Auditing an undergraduate course, per credit	\$1,205
Senior citizens (65 or older), reduced per-credit tuition for undergraduate courses, plus fees	\$805
High School Undergraduate (per course 3–4 credits)	\$275
<b>Graduate students</b>	
Per credit	\$1,285
Auditing a graduate course, per credit	\$1,285
Per 3-credit, School of Interdisciplinary Studies and Education UFT or off-site graduate course	\$1,360
Per 6-credit, School of Interdisciplinary Studies and Education UFT or off-site graduate course	\$2,720
Doctorate in Physical Therapy, per credit	\$1,285
Senior citizens (65 or older), reduced per-credit tuition for graduate courses, plus fees	\$860
<b>Online campus (college fee not applicable)</b>	
Per credit, undergraduate	\$1,205
Per credit, graduate	\$1,285
Per 3-credit, School of Interdisciplinary Studies and Education Childhood OLCE or Instructional Technology OLIT course	\$1,675
Per 6-credit, School of Interdisciplinary Studies and Education Childhood OLCE or Instructional Technology OLIT course	\$3,350
<b>Global Programs</b>	
Per credit: NYIT-Abu Dhabi, undergraduate students starting after fall 2017	\$545

Per credit: NYIT-Abu Dhabi, continuing undergraduate students	\$530
Per credit: NYIT-Abu Dhabi, graduate students starting after fall 2017	\$755
Per credit: NYIT-Abu Dhabi, continuing graduate students	\$730
College fee for Abu Dhabi Architecture and Design or Engineering and Computing Sciences students, per semester	\$200
College fee for Abu Dhabi non-Architecture and Design or non-Engineering and Computing Sciences students, per semester	\$100
Per credit: NYIT-China, JUFE MBA	\$467
Per year: NYIT-China, Nanjing undergraduate students (26–27 credits per year)	\$3,130
Per credit: NYIT-Vancouver, graduate students	\$970 CAD (\$746.15 USD)
College fee, NYIT-Vancouver, per semester (when paying through Flywire enter \$165.38 USD)	\$215 CAD (\$165.38 USD)
First Semester Medical Insurance Fee, NYIT-Vancouver (when paying through Flywire enter \$153.85 USD)	\$200 CAD (\$153.85 USD)
<b>Vocational Independence Program (includes room, board, and estimated insurances)</b>	
Per year	\$66,220
<b>English Language Institute (ELI), per course</b>	
ESLI 100 New York English Language Experience, Two-week program (18 hrs/wk)	\$1,425
ESLI 100 New York English Language Experience, Two-week program (18 hrs/wk) Partners only	\$1,140
ESLI 101 New York English Language Experience, Four-week program (18 hrs/wk)	\$2,550
ESLI 101 New York English Language Experience, Four-week program (18 hrs/wk) Partners only	\$2,040
ESLI 10/12/20/22/30/32/40/42/50/52 Novice; Low, Mid, High Intermediate; Advanced (6 hrs/wk)	\$1,746
ESLI 14/24/34/44/54 All Levels English Grammar (3 hrs/wk)	\$873

ESLI 001-005 Business English (3 hrs/wk)	\$873*
ESLI 110/115/120/130/135/140/145/155 Various English Courses (3 hrs/wk)	\$873
ESLI 160 Remedial English for ELI Students (2 hrs/wk online)	\$582
Placement Exam	\$50
EMBA Course Fee	\$100
Book Damage Fee	\$10
Levels 1 and 2 Language Training Student Fee	\$200
* <i>EMBA students pay \$100 course fee only</i>	
<p><b>Mandatory college and health insurance fees for undergraduate students</b></p> <p>Affords students a variety of educational services such as: academic placement, registration, Internet, student activities, recreation, athletics, parking (on Long Island campus), I.D. cards, and career development.</p>	
College fee, full-time, per semester	\$652.50
College fee, part-time, per semester	\$540
College fee for full-time Health Professions, Architecture and Design, or Engineering and Computing Sciences students, per semester	\$1,100
College fee for part-time (less than 12 credits) Health Professions, Architecture and Design, or Engineering and Computing Sciences students, per semester	\$915
Mandatory health insurance premium* for all residence hall students, per semester	\$690
Mandatory health insurance premium* for all international students, per semester	\$740
Mandatory health insurance premium* for residence hall students, new summer students	\$230
Mandatory health insurance premium* all international students, new summer students	\$230
Newly Admitted Student Fee	\$200
Newly Admitted Student Fee, week-long international program	\$200
* <i>Rate includes an administrative fee retained by NYIT</i>	



<b>Mandatory college and health insurance fees for graduate students</b>	
Affords students a variety of educational services, such as: academic placement, registration, Internet, student activities, recreation, athletics, parking (on Long Island campus), I.D. cards, and career development.	
Graduate fee, full-time, per semester	\$107.50
Graduate fee, full-time, per year	\$215
Graduate fee, part-time, per semester	\$87.50
Graduate fee, part-time, per year	\$175
College fee, NYIT-Vancouver, per semester	\$215 CAD
Mandatory health insurance premium* for all residence hall students, per student	\$690
Mandatory health insurance premium* for all international students, per semester	\$740
Mandatory health insurance premium* for residence hall students, new summer students	\$230
Mandatory health insurance premium* all international students, new summer students	\$230
Newly Admitted Student Fee, single day	\$100
<i>* Rate includes an administrative fee retained by NYIT</i>	
<b>Special fees (non-refundable)</b>	
Late payment fee for tuition due on August 1; payment made after August 1	\$360
Late payment fee for tuition due on January 1; payment made after January 1	\$360
Late registration fee (all programs)	\$380**
EduPlus fee (valid for one semester only)	\$1,000
Rematriculation fee	\$55
Challenge examination fee, per credit	\$235
Comprehensive examination fee (CLEP, DANTES), per course	\$75

Transcript (certified check, credit card, bank check, money order only; no personal checks)	\$10
Duplicate Diploma	\$70
Student evaluation (Occupational Education only)	\$50
Application fee	\$50
Tuition Insurance, A.W.G. Dewar, Inc.	<a href="#">Varies</a>
Comprehensive oral exam (M.B.A. course)	\$250
Maintaining matriculation, per semester (graduate students)	\$80
Prior learning evaluation fee (per credit)	\$200
Service charge for unpaid check or credit card returns	\$95
Credit transfer fee for approved courses taken at other colleges while matriculated at NYIT, per credit	\$85
<p><i>** Returning students may register during registration periods up to the first day of the fall or spring term without penalty. Late registration fees will apply to all returning students thereafter.</i></p>	
<p><b>Long Island (Old Westbury) residential fees, per semester (excludes certain vacation and holiday periods)</b></p>	
Single	\$5,520
Double	\$4,660
Deposit (non-refundable)	\$350
Damage deposit, per term (refundable, if damages not assessed)	\$72.50
Lost mailbox key	\$35
Lost room, suite, or front door key	\$70
Improper checkout	\$80
Early termination of lease penalty	\$375
<p><b>New York City (Manhattan) residential fees, per semester (excludes certain vacation and holiday periods)</b></p>	
<p><b>Riverside Hall</b></p>	

Single	\$9,145
Double	\$7,615
Triple	\$7,055
Single, shared bath	\$9,085
Double, shared bath	\$7,280
<b>Anderson Hall at the Manhattan School of Music (includes meal plan)</b>	
Double	\$7,775
Triple	\$7,385
Deposit (non-refundable)	\$350
Damage deposit, per term (refundable, if damages not assessed)	\$137.50
Early termination of lease penalty	\$375
<b>Meal plan, per semester</b>	
Long Island (Old Westbury)	\$2,485
New York City (Manhattan), Riverside residents only (\$200 Dining Dollars)	\$200
<b>Housing occupancy during vacations, holiday periods, and summers</b>	
Summer/Intersession (Long Island), per day	\$85
Summer/Intersession (New York City), per day	\$110
Vacation/Holiday (Long Island), per week	\$330
Vacation/Holiday (New York City, single), day/week	\$65/\$400
Vacation/Holiday (New York City, single/shared bath), day/week	\$60/\$350
Vacation/Holiday (New York City, double), day/week	\$50/\$320
Vacation/Holiday (New York City, double/shared bath), day/week	\$45/\$295



Vacation/Holiday (New York City, triple), day/week	\$40/\$280
<b>Schedule of Payments</b>  For all full-time students, including international students, the following schedule of payments is in effect. The amounts below include tuition and college fee only. Depending on status, students will also pay a health insurance fee and may be required to pay dormitory, meal plan, and other fees. These additional fees are due on the dates in the schedule below. For students who register after the due date listed below, payment in full is expected at the time of registration.	
<b>Fall 2018</b>	
<b>College of Arts and Sciences, School of Management</b>	
August 1: 100% tuition and college fee	\$18,445
<b>Schools of Architecture and Design, Engineering and Computing Sciences, and Health Professions</b>	
August 1: 100% tuition and college fee	\$18,892.50
<b>College of Osteopathic Medicine</b>	
April 16: All NYITCOM students, 100% tuition (Does not include fees)	\$29,217.50
<b>Spring 2019</b>	
<b>College of Arts and Sciences, School of Management</b>	
January 1: 100% tuition and college fee	\$18,445
<b>Schools of Architecture and Design, Engineering and Computing Sciences, and Health Professions</b>	
January 1: 100% tuition and college fee	\$18,892.50
<b>College of Osteopathic Medicine</b>	
November 1: All NYITCOM students, 100% tuition (Does not include fees)	\$29,217.50
<b>Summer 2019</b>	
<b>All students</b>	
May 1: 100% tuition and college fee	Varies
<i>All part-time undergraduate and graduate students shall pay all tuition and fees in accordance with this schedule.</i>	

NYIT reserves the right to withhold student records, including grade reports, degree verifications, transcripts, and diplomas until all financial obligations (including fees, fines, and other charges) to the college have been satisfied.

Notwithstanding anything in this catalog, NYIT expressly reserves the right, whenever it deems it advisable, to (1) change or modify its schedule of tuition and fees, and (2) withdraw, cancel, reschedule, or modify any course, program of study, or degree, or any requirement in connection with any of the foregoing.

**Tuition**

## Collection Agency Fees

If your account is not paid, it may be forwarded to an outside collection agency or attorney. At that time, you will be responsible for paying NYIT all fees and costs associated with the collection of your delinquent account. In addition to payment of the principal amount due, the additional fees and costs may include collection agency fees constituting 33 to 50 percent of the principal amount due if NYIT engages a collection agency to collect payment, legal fees of 33.3 percent of the principal amount due if NYIT engages legal counsel to collect payment, any and all interest on the outstanding balance at the maximum legal rate allowed by law, and any and all other costs associated with collection of the amount due NYIT.

**Tuition**

## Completion of Payments

Students must conform to the payment policies of the controller's office and are not entitled to attend classes or laboratories until all fees are paid or properly deferred by the [Office of Financial Aid](#) or the [Office of the Bursar](#). Registrations are valid only when all fees are paid and there's no outstanding indebtedness to NYIT. If you have temporary financial difficulties or can demonstrate financial needs, seek counsel from the Office of Financial Aid.

**Tuition**

## Cooperative Work-Study Programs

NYIT arranges schedules to accommodate each student's individual needs and allow for participation in cooperative work-study programs. When appropriate, we make special arrangements. While on campus, in full attendance, the usual full-time fees apply. In periods spent off campus for approved internships, you may receive appropriate credits, as planned in advance, and pay tuition fees on a per-credit basis.

**Tuition**

## Add/Drop Refund Policy

The add/drop period for fall and spring is the first two weeks of the semester. Students may add and/or drop courses without financial penalty during this period as long as the drop does not result in a full withdrawal from courses for the term.

### Traditional Semester Fall and Spring Courses (Includes Cycle A and Cycle C):

1. Dropping at any time from the date of the student's registration through the last day of the second week of the semester: 100 percent refund on the tuition and the college fee.
2. Dropping at any time after the start of the third week of the semester: no refund.

### Cycle B, Cycle D, and Summer Courses:

1. Dropping at any time from the date of the student's registration to the day before the first scheduled day of the course: 100 percent refund of the tuition and the college fee.
2. Dropping at any time during the first and second week of the course: 50 percent refund of tuition only
3. Dropping at any time after the start of the third week of the course: no refund.

**Intersession Courses:**

1. Dropping at any time from the date of the student's registration to the day before the first scheduled day of the course: 100 percent refund of the tuition and the college fee.
2. Dropping at any time effective the first day of the term: no refund.

Students who drop to zero credits are considered to have fully withdrawn from NYIT and are subject to tuition charges in accordance with the [Withdrawal/Dismissal Refund Policy](#).

**Tuition**

# Student Expenses

NYIT student expenses vary with the individual's academic program, schedule of classes, and whether the student commutes or lives in a residence hall. For the full-time student, fixed costs are tuition and the college fee based on his/her academic program.

Variable costs include housing, transportation, meals on campus, books, and other personal expenses. The cost of meals on campus varies. The average cost is about \$400 per semester. This figure does not apply to residential students whose midday meal is covered by their meal plans.

The cost of books and personal expenses depends on the student's major and budget choices for food and leisure activities. The average cost for these items is \$900 per semester.

Transportation costs vary by distance from the college and mode of transportation, including whether the student carpools. The per-semester average cost of travel for commuting students is \$650. This expense does not apply to residential students. Students with unusual expenses or special budgetary problems should consult the Office of Financial Aid at the campus to which they apply.

**Tuition**

# Tuition Refund Insurance Plan for Medical and Mental Health Withdrawals

Tuition is computed on the assumption that a student will remain throughout the academic year. Since a place in class has been reserved, tuition will only be refunded in accordance with the [Withdrawal/Dismissal Refund Policy](#).

A student who suffers a serious illness or accident and needs to withdraw from NYIT prior to the completion of the term may encounter certain problems. In many instances, withdrawal from classes not only means the loss of time invested in studies, but also significant financial loss.

NYIT’s Tuition Refund Plan,\*\* offered by [A.W.G. Dewar, Inc.](#), is an elective insurance plan that provides coverage for tuition and mandatory fees as well as NYIT housing (room and board) costs if a medical or mental health withdrawal occurs. This plan will help to minimize a student’s financial portion of this loss.

While NYIT provides partial refunds for withdrawals, these refunds are limited and effective only when the student withdraws early in a term. The Tuition Refund Plan significantly extends and enhances NYIT’s published withdrawal policy. If a student withdraws because of injury/sickness or mental health reasons, the Tuition Refund Plan returns 100 percent or 75 percent of the insured term tuition/fees and NYIT housing costs and meal plans where applicable less any refund or credit due you from the college, when plan conditions are followed (this coverage does not apply if the student drops classes without completely withdrawing).

Students are automatically enrolled in the insurance when they register for classes for fall, spring, and summer terms. Students who are enrolled by NYIT and who wish to opt out of this plan must email the Office of the Bursar at [dewarins@nyit.edu](mailto:dewarins@nyit.edu) from their NYIT-issued email account no later than midnight on the day prior to the start of the fall, spring, or summer term. For more information, call 516.686.7510.

\*\* The Tuition Refund Plan is a voluntary form of insurance, and includes an administrative fee retained by NYIT. Insurance is only available for the New York and Vancouver campuses.

[Obtain medical withdrawal claim forms](#)



Coverage Options

The cost of the plan can cover tuition only or tuition, college fee, room (NYIT housing only), and meal plan for the fall, spring, or summer terms. Students may purchase a tuition-only plan even if they live in NYIT housing. Pricing is set forth below:

Long Island (Old Westbury) and New York City (Manhattan) Full-Time Undergraduate students (12 or more credits):

- \$151.92 On-campus full-time students, includes tuition, college fee, room, and board for the fall 2018 term.
- \$95.69 Off-campus full-time students, includes tuition and college fee only for the fall 2018 term.

Long Island (Old Westbury) and New York City (Manhattan) Part-Time Undergraduate students (less than 12 credits, non-dorm):

- \$44.10 Part-time students, includes tuition and college fee only for the fall 2018 term.

Long Island (Old Westbury) and New York City (Manhattan) Graduate students:

- \$60.51 Full-time graduate students, tuition only, nine credits or more for the fall 2018 term.
- \$42.01 Part-time graduate students, tuition only, less than nine credits for the fall 2018 term.

Vocational Independence Program:

- \$163.93 VIP students, includes tuition, fees, room, and board for the fall 2018 term.

Students who elect not to enroll in this plan will be charged in accordance with the [NYIT Withdrawal/Dismissal Refund Policy](#).

Tuition

# Withdrawal/Dismissal Refund Policy

When a student withdraws from the college or from a course, he/she must complete a Withdrawal/Clearance form available at [nyit.edu/registrar](#) or in person at [NYIT Enrollment Services Center](#). Tuition liability is based on the date of withdrawal determined and recorded on the withdrawal form. Requests for a refund or reduction of indebtedness received more than 12 months from the first scheduled day of the semester or term in question will be denied. All fees are nonrefundable.

Non-attendance to classes, informing the instructor of withdrawal, or stopping payment on a check does not constitute an official withdrawal and does not relieve the student of his or her financial obligation.

In the case of complete withdrawal or dismissal from the college, students who were awarded federal Title IV financial aid will be subject to proration on the awards in accordance with applicable federal regulations. The application of federal refund provisions may result in an outstanding balance owed to the college and/or the U.S. Department of Education. Details of the adjustment to federal Title IV financial aid awards will be provided to the student following the withdrawal process.

In the event of a full withdrawal or dismissal, the tuition liability is calculated, excluding all fees (except for the college fee if the withdrawal or dismissal occurs before the first scheduled day of the semester, cycle or course, as appropriate) and room deposits as follows:

Traditional Semester Fall and Spring Courses:

1. Withdrawal or dismissal at any time from the date of the student’s registration to the day before the first scheduled day of the semester: 100 percent refund on the tuition and the college fee.
2. Withdrawal or dismissal at any time during the first week of the semester: 75 percent refund of tuition only.
3. Withdrawal or dismissal at any time during the second week of the semester: 50 percent refund of tuition only.
4. Withdrawal or dismissal at any time during the third week of the semester: 25 percent refund of tuition only.
5. Withdrawal or dismissal at any time after the start of the fourth week of the semester: no refund.

Summer Course(s):

1. Withdrawal or dismissal at any time from the date of the student’s registration to the day before the first scheduled day of the course: 100 percent refund of the tuition and the college fee.
2. Withdrawal or dismissal at any time during the first and second week of the course: 50 percent refund of tuition only.
3. Withdrawal or dismissal at any time after the start of the third week of the course: no refund.

Intersession Course(s):

- Withdrawal or dismissal at any time effective the first day of the term: no refund.

All approved refunds are issued in the name of the student and mailed to the student’s permanent address. Note: If a credit balance is due to a personal check or ACH check, it will be subject to a 30-day hold unless proof of clearance has been provided.



No transcripts, grade reports, or diplomas will be released to any student who owes tuition or fees or fines, including, parking and library fines, to the college at the time of the request. Upon payment of any outstanding indebtedness to NYIT, transcripts, diplomas or grade reports may be released.

If you have any questions regarding the above information, contact the Office of the Bursar at 516.686.7510 or [bursar@nyit.edu](mailto:bursar@nyit.edu).

Schools and Colleges

# Schools and Colleges



[Additional Programs](#)

[College of Arts and Sciences](#)

[College of Engineering and Computing Sciences](#)

[College of Osteopathic Medicine](#)

[School of Architecture and Design](#)

[School of Health Professions](#)

[School of Interdisciplinary Studies and Education](#)

[School of Management](#)

Additional Programs

# Additional Programs





[Air Force AFROTC](#)

[Army ROTC](#)

[English Language Institute](#)

[Extended Education](#)

[Vocational Independence Program](#)

**Additional Programs**

## **Air Force Reserve Officers' Training Corps (AFROTC)**





## **Lt. Col. Mark A. Russell, United States Air Force**

The Air Force ROTC education program provides pre-professional preparation for future Air Force officers. Our program trains men and women to apply their education to initial active duty assignments as Air Force commissioned officers.

Two major AFROTC curriculum offerings are General Military Course (GMC) for freshman and sophomore years, and Professional Officer Course (POC) for junior and senior years. Graduate students are eligible for the two-year program.

As an AFROTC cadet, students may compete for AFROTC scholarships in selected academic areas. All scholarship students, as well as cadets in the last two years of the program, receive a tax-free stipend of \$200 a month. Upon graduation, students become commissioned second lieutenants in the U.S. Air Force.

AFROTC field training is offered during summer months at select Air Force bases throughout the United States. Students in the four-year program participate in four weeks of field training, usually in-between sophomore and junior years. Students applying for entry into the two-year program must successfully complete five weeks of field training prior to enrollment in the Professional Officer Course. Major areas of study in the Field Training Program include junior officer training, aircraft and aircrew orientation, career orientation, survival training, base functions and Air Force environment, and physical training.

In addition, we require students to participate in a Leadership Laboratory (two hours per week) throughout their enrollment in AFROTC. The first two years of the Leadership Laboratory include a study of Air Force customs and courtesies; drills and ceremonies; issuing military commands; instructing, directing, and evaluating the preceding skills; studying the environment of an Air Force officer; and learning about areas of opportunity available to commissioned officers.

## **Studies**

The last two years consist of activities classified as advanced leadership experiences. They involve the planning and controlling of military activities of the cadet corps; the preparation and presentation of briefings and other oral and written communications; and providing interviews, guidance, and information to increase understanding, motivation, and performance of other cadets.

For more information, call our main office at 718.862.7201. Students may register for AFROTC at the same time and in the same manner as other college courses at NYIT.

### **General Military Course (GMC)**

The General Military Course (ROTC 101, 102, 201, 202) is the first half of the four-year program taken during freshman and sophomore years. It examines a range of U.S. military forces in the contemporary world with particular attention to the organization and mission of the U.S. Air Force.

### **Professional Officer Course (POC)**

The Professional Officer Course (ROTC 301, 302, 401, 402) is available to juniors with at least two remaining years of college. Apply in your sophomore year for this highly competitive program, which examines a range of U.S. civil-military relations, the environmental context in which U.S. defense policy is formulated and implemented, and principles and practices of leadership in the U.S. Air Force.

## **Courses**

**ROTC 101**

The Foundation of the United States Air Force

1-2-1

Survey course introduces students to the U.S. Air Force. It provides an overview of the basic characteristics, missions, and organization of the Air Force. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with leadership experiences.

**ROTC 102**

Continuation of ROTC 101

1-2-1

Course continues teaching begun in ROTC 101.

**ROTC 201**

The Evolution of USAF Air and Space Power

1-2-1

Course topics include Air Force heritage and leaders, introduction to air and space power through examination of competencies and functions, and continued application of communication skills. Our course instills an appreciation of the development and employment of air power and motivates sophomores to transition from AFROTC cadet to Air Force ROTC officer candidate. Moreover, aspects of the 200 course begin to prepare cadets for their experiences in field training. Leadership Laboratory is mandatory for AFROTC cadets and complements this course by providing cadets with leadership experiences.

**ROTC 202**

Continuation of ROTC 201

1-2-1

This course continues the teaching begun in ROTC 201.

**ROTC 301**

Air Force Leadership Studies

1-2-1

Course teaches cadets advanced skills and knowledge in management and leadership. Special emphasis is placed on enhancing leadership skills. Cadets have an opportunity to implement leadership and management techniques in a supervised environment as juniors and seniors. A mandatory Leadership Laboratory complements this course by providing advanced leadership experiences in officer-type activities, giving students the opportunity to apply leadership and management principles of this course.

**ROTC 302**

Continuation of ROTC 301

1-2-1

Course continues teaching begun in ROTC 301. Prerequisite: ROTC 301.

**ROTC 401**

National Security Affairs/Preparation for Active Duty

1-2-1

Course provides college seniors with a foundation to understand their role as military officers in American society. It is an overview of the complex social and political issues facing the military profession and requires a measure of sophistication commensurate with the senior college level. A mandatory Leadership Laboratory complements this course by providing advance leadership experiences in officer-type activities, giving students the opportunity to apply leadership and management principles of this course. Prerequisite: ROTC 301 and 302.

**ROTC 402**

Continuation of ROTC 401

1-2-1

Course continues teaching begun in ROTC 401. Prerequisite: ROTC 401.

**Additional Programs**

# Army Reserve Officers Training Corps (ROTC)





### **Lt. Col. C. William Gaylor, Chairperson**

Army Reserve Officers' Training Corps (ROTC) provides college students with the skills and leadership training to become officers in the U.S. Army, U.S. Army Reserve, and Army National Guard. Cadets develop maturity, responsibility, leadership ability, self-confidence, and other qualities essential to success in any field. Upon successful completion of NYIT's ROTC program, cadets receive commissions as second lieutenants in one of the Army's specialized branches.

NOTE: If eligible, you can apply for an ROTC scholarship worth up to \$16,000/year for tuition, \$450 for books, and \$150 for spending allowance while in school. Contact Major Mitch Hadad at 516.463.5648 or email [mlsmeh@hofstra.edu](mailto:mlsmeh@hofstra.edu).

### **Army Reserve Officers' Training Corps: Military Science**

**Chairperson/Senior Professor:** C. Henderson

**Assistant Professors:** G. Cleland, R. Callender, A. Herring, C. Murray, V. Rea, S. Rubenstein

NYIT's ROTC program qualifies students for appointment as officers of the United States Army, Army Reserve, or Army National Guard. Students attend military science classes during their regular course of studies. Students develop maturity, responsibility, and dependability while earning the gold bar of an Army second lieutenant.

Army ROTC offers two different programs to all qualified college and university students. The traditional four-year program gives students the opportunity to take ROTC courses in each of their four years of college.

Our four-year program consists of the basic (ROTC 103, 104, 203, 204) and advanced (ROTC 303, 304, 403, 404) courses. The basic course is open to all students. It consists of training in leadership, management, military skills, and physical fitness. Students learn to apply these skills inside and outside the classroom. In addition, a variety of outside social and professional enrichment activities are available. ROTC textbooks, uniforms, and other essential materials for the basic course are furnished to the students. Sophomores who did not take ROTC 103 and 104 may compress ROTC 103 and 104 and ROTC 203 and 204 to complete the basic course. There is no military obligation for enrolling in the basic ROTC course.

After they have completed the basic course, students who have demonstrated the potential to become officers and who have met physical and scholastic standards are eligible to enroll in the advanced course. The advanced course is usually taken during the final two years of college. It includes instruction in management, tactics, ethics, and further leadership development. Textbooks and uniforms in the advanced course are also furnished to students.

During the summer between their junior and senior years of college, advanced course cadets attend a paid six-week training session called advanced camp. Advanced camp gives cadets the chance to practice what they have learned in the classroom, and introduces them to Army life "in the field."

The two-year program is designed for students who did not take ROTC during their first two years of school or students entering a two-year post-graduate course of study. To enter the two-year program, students must first attend a paid five-week basic camp, normally held during the summer in-between sophomore and junior years of college. After they have successfully completed basic camp, students who meet all the necessary enrollment requirements are enrolled in the advanced course.

To receive full semester credit for the advanced course and advanced camp (12 semester hours), a student must be commissioned as a second lieutenant in the Army upon course completion. Partial credit may be awarded at the chairperson's discretion if the student fails to complete the advance course. NOTE: All basic military science courses include the appropriate number of class hours, plus a required leadership laboratory and



additional classes in physical training each week. A field trip of approximately three days provides practical experience in small organization leadership. All students are expected to attend the leadership laboratory, physical training, and the field trip.

### **Army ROTC Scholarship Program**

The Army Reserve Officers' Training Corps (ROTC) scholarships offer assistance to meet the rising costs of school. Scholarships are awarded for two, three, and four years, strictly on merit, to the most outstanding students as follows:

- Tuition and mandatory educational fees up to \$16,000
- A specific amount for miscellaneous fees such as laboratory, student activity, transcript, and graduation fees
- A flat rate for textbooks, classroom supplies, and equipment (approximately \$225 per semester)
- An allowance of \$150 a month each school year the award is in effect

Like other organizations, the Army is oriented toward technological advancement. Eligible students may apply for an Army ROTC scholarship worth up to \$16,000 per year.

For further information, write or call the Hofstra University Military Science Department, 265 Physical Fitness Center, Hempstead, NY 11549-1300, 516.463.5648 or fax 516.463.4937, as per the NYIT/Hofstra cross-town agreement.

### **Credit Toward a Liberal Arts Degree**

ROTC 103, 104 and 203, 204, totaling two semester hours of credit, are designated as non-liberal arts credit. These credits are acceptable toward a baccalaureate degree if they fall within the total non-liberal arts credits allowed for that degree. ROTC 303, 304, summer camp, and ROTC 403, 404 total 12 semester hours of credit. These credits are acceptable toward a degree as determined by advisement with the department chairperson.

### **Army Commissioning Requirements**

In order to be commissioned as a second lieutenant, students must satisfactorily complete the basic course, advanced course, and advanced camp or their equivalents. Students must also receive their college degree and ensure they have taken an approved course in written composition, human behavior, military history, computer fundamentals, and mathematical reasoning. Cadets must be recommended for a commission by the department chairperson.

## **Army Reserve Officers' Training Corps: Program**

### **Basic Course**

#### **ROTC 103: Introduction to the United States Army**

1-2-1  
Fall. Course offers an in-depth look at the organization and mission of the United States Army. An introduction to the basic techniques of leadership in small organizations is provided, as well as an introduction to military skills. No liberal arts credit.

#### **ROTC 104: Foundations of Leadership**

1-2-1  
Spring. Course continues the discussion of effective leadership. Leadership and basic ethical principles are discussed. An introduction to military skills is provided by instruction in first aid and land navigation. No liberal arts credit.

#### **ROTC 203: Leadership Principles**

1-2-1  
Fall. Course continues the discussion of effective leadership through a study of personal skills and historical examples. Emphasizes the principles of war as a tool of analysis; continues instruction in the basic military skills of first aid, communications, and land navigation. No liberal arts credit.

#### **ROTC 204: Requirements of the Junior Officer**

1-2-1  
Spring. Course examines the fundamental requirements of the decision-making process as it relates to the Junior Officer. The ability to supervise and motivate the small organizations is examined. No liberal arts credit.

### **Basic Camp**

Basic camp training is used to give students who were not enrolled in the basic course (ROTC 103, 104, 203 or 204) an opportunity to receive placement credit to enter the advanced course. This is a voluntary five-week camp conducted at Fort Knox, KY. The basic camp gives the student an in-depth look at the organization of the United States Army. Students receive instruction in basic military skills and leadership techniques. Successful completion of basic camp allows the student to enroll in the advanced course.

### **Advanced Course**

#### **ROTC 303: Advanced Camp Preparation**

3-2-3  
Fall. Course examines in detail the leadership and military skills necessary to succeed at advanced camp. The leadership and military skills learned in the basic course are thoroughly reviewed. Emphasis is on planning and controlling a small organization. Leadership laboratories, field trips and a written essay in military history are required. Prerequisites: ROTC 103, 104, 203, 204, or basic camp or the approval of department chairperson.

#### **ROTC 304: Advanced Camp Preparation II**

3-2-3  
Spring. Course examines the problems associated with situational ethics and control of the small organization. Continues to develop the

leadership and military skills necessary to succeed at advanced camp. Throughout the semester students are required to draft and develop correspondence, conduct oral presentations, and prepare management programs that they will develop, conduct, and evaluate. Leadership laboratories, field trips, and pre-camp are required. Prerequisites: ROTC 103, 104, 203, 204, or basic camp and ROTC 303, or approval of department chairperson.

### **Advanced Camp**

Advanced camp training gives the student an understanding of the practical aspects of Army life and supplements the theoretical work given during the school year. This is a five-week camp conducted at Fort Bragg, N.C. Successful completion of the advanced camp is a commissioning prerequisite. Subjects covered include practical exercises in the following:

- Leadership
- Weapons familiarization
- Land navigation
- Infantry tactics and techniques
- Drill, parades, and ceremonies
- Physical training

Training is intensive and methods are the same as followed in training units under field conditions. Emphasis is on the development of leadership and individual confidence as may be required of any officer regardless of branch.

### **ROTC 403: Organizational Command**

3-2-3  
Fall. Responsibilities of command at the organizational level. Provides detailed fundamentals of training, supply, and personnel management techniques within the large organizations. Emphasis on application and evaluation of command and staff relationships. Leadership laboratories and field trips are required. Prerequisites: ROTC 103, 104, 203, 204, or basic camp, ROTC 303, 304, and advanced camp, or the approval of department chairperson.

### **ROTC 404: Organizational Effectiveness**

3-2-3  
Spring. Ethical standards are discussed as the guide for effective leadership. Applications of leadership dimensions are taught. They fall into six categories: communications (written, oral, oral presentation); personal motivational behavior, interpersonal behavior (influence); administrative skills (planning and organization, delegation); and decision-making skills (problem analysis, decisiveness, judgment). Leadership laboratories, field trips and a written essay on professional ethics are required. Prerequisites: ROTC 103, 104, 203, 204, or basic camp, ROTC 303, 304, 403 and advanced camp or the approval of department chairperson.

**Additional Programs**

## **English Language Institute**





The English Language Institute (ELI) offers a highly competitive program in English as a second language, especially designed to prepare students for academic and professional careers. ELI offers English classes for all learners of English, including basic beginners and pathways to academic program. The core curriculum consists of six hours of listening and speaking, six hours of reading and writing, and three hours of grammar every week throughout the semester. Students choose a three hour per week elective with a special focus on academic, social, or cultural contexts. Placement into one of the five levels is determined by a student's individual score on admissible English placement exams. Subsequently, continued placement and advancement within the program is based on successful completion of a level. Classes are capped at 15 students, ensuring that each student receives individual attention. The ELI semester follows the NYIT academic calendar for 15 weeks in the fall and spring and eight weeks in the summer.

ELI introduces students to American culture and life through experiential learning. It offers cultural and social activities that become part of our students' educational experiences.

Not only is ELI a service center for international students, it is available for residents of our communities, for whom English is a second language. ELI offers courses for those who wish to improve their English skills whether or not a visa is required. This school is authorized under federal law to enroll nonimmigrant alien students.

[View the ELI Website](#)

Additional Programs

# Pathway Program – ESL

NYIT offers a Pathway Program for reasons of English proficiency for both undergraduate and graduate students who have scored at least a 5.0 on the IELTS, 41 on the TOEFL iBT, or 36 on the Pearson PTE and meet all other admissions requirements. Broken down into three semester-based levels, students take 18 hours of English instruction per week in addition to academic credits that correspond to their proficiency level. Students attend six hours of reading and writing (ESLI-0X0), six hours of listening and speaking (ESLI-0X2), three hours of grammar (ESLI-0X4), and three hours of an elective course each week for each semester in the program. Students can complete the Pathway Program in one semester or up to one academic year.

Unlike other universities who outsource their pathway programs to vendors, the Pathway Program at NYIT is managed exclusively by NYIT to ensure the maximum opportunity for students to prepare for coursework in academic majors at our institution. The Pathway Program offers electives that give students the edge they need for their academic and professional careers, such as Technical English for College of Engineering and Computing Sciences students, Business English for School of Management students, and Thesis Writing/Advanced Research Discourse for College of Arts and Sciences students.

Undergraduate students attending the pathway program will be required to complete the 040 level (High-Intermediate Academic English) before advancing to the five-credit WRIT-110, Basic Writing and Reading for International Students, and the three-credit FCSP-105 contextualized for undergraduate international students.\* These courses will give students the English reading, writing, and speaking skills that they need to thrive in university-level coursework. Graduate students attending the pathway program will be required to take an advanced English elective while completing the Advanced Academic English 050 level.

Point of entry into credit-bearing coursework will be defined by the admitting academic program. The academic program will indicate whether students can enter credit-bearing courses at Level 3, 4, or 5 and prescribe a series of Pathway Program eligible courses at both the undergraduate and graduate level. A minimum of one academic credit counting towards the academic program will be taken by a student during the Pathway Program.

Pathway Program Level	Placement Scores and Equivalencies	ELI Curriculum 15 hours/week (all classes required)	ELI Electives Offered 3 hours/week (choose one class—one elective required)
Level 3 Undergraduate and Graduate Mid-Intermediate Academic English	OOPT: 41–60 TOEFL iBT: 41–52 TOEFL ITP: 437–473 IELTS: 5.0 PTE: 36–41	ESLI-030 ESLI-032 ESLI-034	ESLI-003 ESLI-115 ESLI-130 ESLI-135 ESLI-140 ESLI-145 ESLI-155
Level 4 Undergraduate and Graduate High Intermediate Academic English	OOPT: 61–80 TOEFL iBT: 53–64 TOEFL ITP: 477–510 IELTS: 5.5 PTE: 42–49	ESLI-040 ESLI-042 ESLI-044	ESLI-004 ESLI-115 ESLI-130 ESLI-135 ESLI-140 ESLI-145 ESLI-155
Level 5 Graduate Advanced Academic English	OOPT: 81–100 TOEFL iBT: 65–78 TOEFL ITP: 513–547	ESLI-050 ESLI-052 ESLI-054	ESLI-005 ESLI-110 ESLI-120

	IELTS: 6.0 PTE: 50–52		
Undergraduate Advanced Academic English	OOPT: 81–100 TOEFL iBT: 65–78 TOEFL ITP: 513–547 IELTS: 6.0 PTE: 50–52	WRIT-110 FCSP-105	N/A

Electives

- ESLI 001: Business English Level I
- ESLI 002: Business English Level II
- ESLI 003: Business English Level III
- ESLI 004: Business English Level IV
- ESLI 005: Business English Level V
- ESLI 110: Technical English
- ESLI 115: The American Cultural Immersion Experience, English Through Community Service
- ESLI 120: Thesis Writing/Advanced Research Discourse
- ESLI 130: English Reading for Pleasure
- ESLI 135: English Pronunciation
- ESLI 140: English Through Film
- ESLI 145: Public Speaking
- ESLI 155: English for Urban Planning/Architecture

Admission Requirements

Students interested in pursuing an undergraduate or graduate degree at NYIT, and have an IELTS score of 5.0 or TOEFL iBT score of 41 or Pearson PTE of 36 or higher, can visit NYIT Admissions to learn about applying to NYIT and attending our semester-based programs as a pathway to their full admission.

NYIT places students into the appropriate Pathway Program level based on their scores on a valid and reliable English placement exam, a writing diagnostic, and a math placement exam (undergraduate only).

\*Pending cohort size.[↩](#)

Extended Education



Extended Education responds to the ever-changing global marketplace by providing intensive educational programs—for both professional and personal enhancement—that often complement degrees and degree pathways. Extended Education reacts quickly to changes in the workplace, providing solutions to corporate needs.

Our programs help individuals retrain and enhance their skills to advance their careers in emerging specialties, or to redefine their chosen fields. Both noncredit and certificate programs are available. For more information, call 516.686.7490 or visit [nyit.edu/exted](https://nyit.edu/exted).

[AutoCAD Certificate](#)

[Certificate in Revit Architecture](#)

[Certificate in Interior Decoration](#)

[Certificate in Leadership and Project Management](#)

[General Contracting and Construction Standards Certificate](#)

[Heavy Equipment Operator Certificate](#)

## **Noncredit Certificate Programs and Courses**

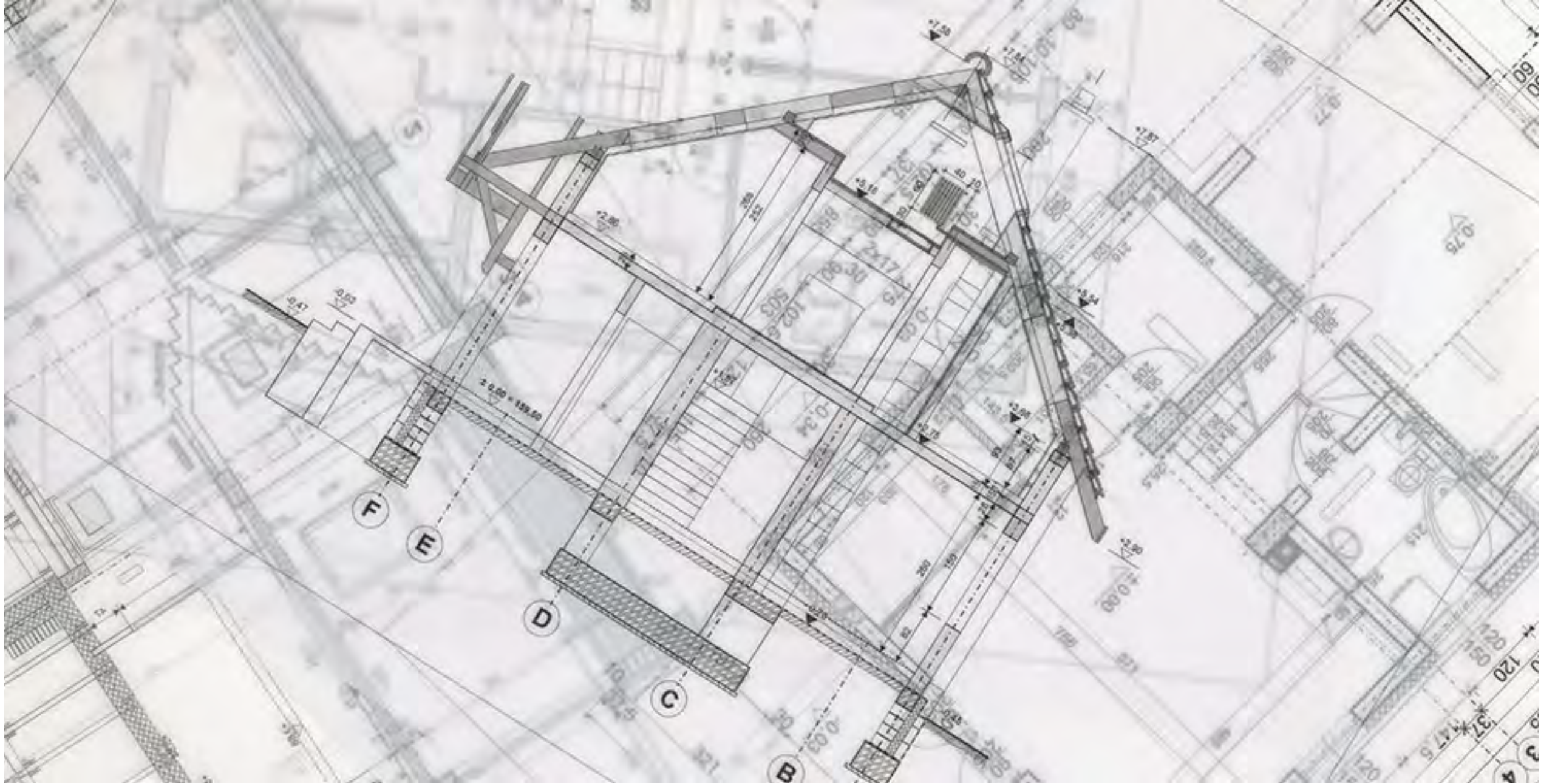
Extended Education offers quality programs designed to meet the needs of part-time, nontraditional adult students. Noncredit certificates and courses draw upon NYIT's curricular strengths to provide professional training and personal enrichment in architecture, AutoCAD, career development, corporate training, dance, engineering, heavy equipment, interior decoration, Revit, and more.

Our professional development courses for architects and engineers meet their continuing education requirements. We offer these courses at various times and affordable rates online and at NYIT's convenient campus locations in the New York metropolitan area.

**Extended Education**

# **AutoCAD Certificate**





Enroll in NYIT's AutoCAD Certificate Program to build your job mastery as a practicing construction professional, architect, designer, engineer, or technician. Our courses presume no previous background in the use of AutoCAD, but we expect applicants to have basic computer skills and knowledge of the basic principles of drafting.

To earn an AutoCAD certificate, you must complete all four courses (XCAD-023, XCAD-024, XCAD-025, and XCAD-026), which may be taken in different semesters. You may also take individual courses for skill enhancement.

## Course Descriptions

Each of the following courses has two sections: W01 is taught at NYIT's Long Island (Old Westbury) campus and M01 is taught at NYIT's New York City (Manhattan) campus. For upcoming course dates/times, email [exted@nyit.edu](mailto:exted@nyit.edu) or call 516.686.7490.

### **XCAD-023**

#### **AutoCAD Level I**

During this hands-on course, architects, engineers, drafters, and design professionals use AutoCAD and learn about the tools and techniques necessary to complete and edit production drawings using basic 2-D commands.

### **XCAD-024**

#### **AutoCAD Level II, Part A**

In this intermediate course, participants use AutoCAD and expand on basic 2-D commands to refine and edit production drawings.

### **XCAD-025**

#### **AutoCAD Level II, Part B**

As a continuation of the AutoCAD Level II Part A, this course expands participants' knowledge of advanced 2-D commands to increase their customizing ability and productivity. Course does not cover 3-D commands.

### **XCAD-026**

#### **AutoCAD Level III: 3-D Modeling and Rendering**

Using AutoCAD, students learn to use the 3-D commands to create and use drawing planes while gaining skills to render surface and solid models.

### **XCAD-027**

#### **AutoCAD Advanced 3-D: Elective**

Not part of certificate. In this advanced course, expand on your knowledge of 3-D commands through modeling projects. This is an intensive hands-on class for experienced AutoCAD users.

**Extended Education**

# General Contracting and Construction Standards Certificate





**XCST-060 General Contracting and Construction Standards Certificate**

NYIT is introducing a baseline approach to General Contracting and Construction Standards (GCACS). This certificate program will provide the knowledge and skills needed by entrepreneurs, trades persons, employees of a construction firm, business owners, or homeowners as to how a general contracting business operates, and how to hire a General Contractor or Construction Manager for a residential or commercial businesses project.

This NYIT construction-oriented class will enable you to put principles and theories into immediate action on any construction-oriented job or project. Taking the GCACS class will provide you with a core understanding of the essential elements needed to be a successful entrepreneur, business owner, or homeowner and hire a general contractor or construction manager. The GCACS class provides a comprehensive approach to understand the dynamics of the construction business structure; how to formulate a reputable company; solve the puzzle as to how to review and prepare for the business plan; bidding process; and understand the RFI, RFQ, and RFP procedures. The GCACS class will provide a practical approach to better understanding how to craft a proposal, purchase order, boilerplate contracts, custom contracts, and the use of AIA contracts.

Understanding contract administration and risk management will provide you with an ability to reduce your legal services costs and allow legal counselors to provide you with better contractual language to defend your company from lawsuit or defaults from clients. The GCACS class will provide you with better knowledge and tools to develop your project scheduling and planning protocols and procedures. To monitor your construction labor, materials, and profit margins necessary to be a successful construction manager and business owner. This course is registered and approved for professional and continuing education for architects, and engineers for license renewal. All class sessions must be attended for CE credit.

**Extended Education**

**Heavy Equipment Operator Certificate**





Enroll in NYIT's Heavy Equipment Operator Certificate to immerse yourself in a real construction environment with consistent emphasis on recognizing safe conditions and safe acts. You'll learn how to operate machinery and practical applications such as:

- Trenching
- Transport rigging
- Loading and securing cargo
- Demolition
- Tree removal
- Asphalt/concrete removal
- Blueprint reading
- Use and applications of a transit (theodolite)

In addition, our 84-hour course curriculum includes a 16-hour safety course as well as daily safety "toolbox" meetings.

## Program Structure

Our program has four 21-hour modules, levels 1 through 4, for each piece of equipment—backhoe, excavator, payloader, and bulldozer—that focus on a number of aspects of heavy equipment operations. Each 21-hour module may be taken individually. Our safety course subject matter is comprehensive and tailored to the module subject matter as the course progresses.

The first four-hour safety segment is given prior to the first 17 hours of machine operation and focuses on safe operation of the equipment. The segment also covers Personal Protection Equipment (PPE); Right-To-Know; ANSI; OSHA; Rollover Protective Structure (ROPS); Falling Object Protective Structure (FOPS); internal traffic control plans; and closed, noxious, or explosive environments.

The second four-hour safety segment focuses on 29CFR 1926 OSHA Construction Industry Regulations (mostly Subpart H) and Federal Motor Carrier Safety Administration (FMCSA) Regulations as related to loading and securing cargo and machines for transport, and working with lifting slings and chains.

The third four-hour safety segment focuses mainly on 29CFR 1926 OSHA Construction Industry Regulations Subpart P and Subpart T related to trenching and demolition. This portion of the class is dependent on weather and therefore may supplant a scheduled topic in the second or fourth modules.

The fourth four-hour safety segment concentrates on safety precautions from 29CFR 1926 OSHA Construction Industry Regulations. We also look at aspects of driving heavy equipment machines on public roadways.

Please call 516.686.7490 for our exclusive Flexible Scheduling option.

## Backhoe Levels 1–4

All four levels are conducted in a functioning heavy equipment excavation yard. You must wear safety shoes to enter the premises.

**Level 1:** Learn to operate a backhoe, including its capabilities and maintenance requirements (i.e., fuel, oils, filters) and how to maneuver the machine around the yard and use its front bucket, stabilizers, and backhoe attachments. Course focuses on the proficiency needed to use the machine, through



repetitive motions, in order to move on to the next segment. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Course #CST-036  
21 hours

**Level 2:** Learn various applications of rigging and tie-down for machine or material transport and how to use the backhoe to place materials onto trailers. Course focuses on the proper way to lift, move, place, and stack many shapes, sizes, and densities of materials (i.e., conduit or precast structures). It also covers loading and unloading of these materials onto/from transports. Class is dependent on weather and will not be held in the rain. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Backhoe Level 1  
Course #CST-049  
21 hours

**Level 3:** Learn aspects of trenching for the construction of curbs, foundations, and conduit placement, including OSHA safety regulations for digging trenches. Course discusses how to correctly demolish a building and the various techniques in tree removal, as well as techniques associated with asphalt/concrete removal and the use of a material screening plant on job sites. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Backhoe Level 2  
Course #CST-050  
21 hours

**Level 4:** Learn and put into practice the use of a backhoe to rescue another machine stuck in the mud or fallen in a trench. Course includes the proper way to drive a backhoe on public roads, how to read construction blueprints, applications in the use of a transit, and heavy machine attachments such as bucket "thumb," 4-in-1 bucket, and extend-a-hoe. Course serves as an introduction to rudimentary machine usage helpful for any of our courses. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Backhoe Level 3  
Course #CST-051  
21 hours

## Excavator Levels 1–4

All four levels are conducted in a functioning heavy equipment excavation yard. Many aspects of these classes are dependent on weather and will not be held in the rain. You must wear safety shoes to enter the premises.

**Level 1:** Learn about the tracked excavator, its capabilities and maintenance requirements (fuel, oils, filters, etc.), and how to maneuver the machine around the yard and use its front bucket. Course focuses on the proficiency needed to use the front bucket, through repetitive motions, in order to move onto the next course segment. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Course #CST-037  
21 hours

**Level 2:** Learn applications of rigging and tie-down for machine or material transport and how to use the excavator to place materials onto trailers. Course covers the proper way to lift, move, place, and stack many shapes, sizes, and densities of materials (conduit or precast structures). You'll learn about loading and unloading these materials onto/from transports. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Excavator Level 1  
Course #CST-052  
21 hours

**Level 3:** Learn aspects of trenching for the construction of curbs, foundations, and conduit placement, including various OSHA safety regulations for digging of trenches. Course discusses how to correctly demolish a building and the techniques for tree removal. In addition, you will learn techniques for asphalt/concrete removal and the use of a material screening plant on the job site. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Excavator Level 2  
Course #CST-053  
21 hours

**Level 4:** Learn and put in to practice the use of an excavator to rescue another machine stuck in the mud or fallen in a trench. Course includes how to read construction blueprints and applications in the use of a transit. You will combine all of these skills to complete a required class excavation project. Course serves as an introduction to rudimentary machine usage helpful for any one of our courses. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Excavator Level 3  
Course #CST-054  
21 hours

## Front End Loader (Payloader) Levels 1–4

All four levels are conducted in a functioning heavy equipment excavation yard. Many aspects of these classes are dependent on weather and will not be held in the rain. Students must wear safety shoes to enter the premises.

**Level 1:** Learn to operate the front end loader, its capabilities and maintenance requirements (i.e., fuel, oils, filters), and maneuver the machine around the yard and use its front bucket. Course focuses on the proficiency needed to use the machine, through repetitive motions, in order to move on to the next segment. Students must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Course #CST-035  
21 hours

**Level 2:** Learn applications of rigging and tie-down for machine or material transport and how to use the front end loader to place materials onto trailers. Course includes the proper way to lift, move, place, and stack many shapes, sizes, and densities of materials (conduit and precast structures) as well as loading and unloading these materials onto/from transports. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Front End Loader Level 1  
Course #CST-046  
21 hours

**Level 3:** Learn aspects of trenching for the construction of houses and highways, including various OSHA safety regulations for digging of trenches. Course discusses how to correctly demolish a building and various techniques for tree removal. In addition, you will learn techniques for asphalt/concrete removal and the use of a material screening plant on the job site. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Front End Loader Level 2  
Course #CST-047  
21 hours

**Level 4:** Learn and put into practice the use of a front end loader to rescue another machine stuck in the mud or fallen in a trench. Course includes how to read construction blueprints and various applications in the use of a transit. You are required to combine these skills to complete a class excavation project. Course serves as an introduction to rudimentary machine usage helpful for any of our courses. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Front End Loader Level 3  
Course #CST-048  
21 hours

## Bulldozer Levels 1–4

All four levels are conducted in a functioning heavy equipment excavation yard. Many aspects of these classes are dependent on weather and will not be held in the rain. You must wear safety shoes to enter the premises.

**Level 1:** Learn to operate the bulldozer, including its capabilities and maintenance requirements (i.e., fuel, oils, filters) and how to maneuver the machine around the yard and the rudimentary use of the bulldozer three-way blade. Course focuses on the proficiency needed in the use of this machine, through repetitive motions, in order to move on to the next segment. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Course #CST-034  
21 hours

**Level 2:** Learn various applications of rigging and tie-down for machine or material transport onto trailers and how to use the bulldozer for loading and unloading onto/from transports. Course progresses to usage of the three-way blade. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Bulldozer Level 1  
Course #CST-043  
21 hours

**Level 3:** Learn aspects of trenching for the construction of houses and highways, including various OSHA safety regulations for digging of trenches. Course discusses how to correctly demolish a building and the various techniques in tree removal. In addition, you will learn techniques for piling of

materials, ascending and descending upon those piles, and the use of a material screening plant on the job site. Students must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Bulldozer Level 2  
Course #CST-044  
21 hours

**Level 4:** Learn and put into practice the use of the bulldozer to rescue another machine stuck in the mud or fallen in a trench. Course includes how to read construction blueprints and various applications in the use of a transit. You will be required to combine these skills to complete a class excavation project. Course serves as an introduction to rudimentary machine usage helpful for any of our courses. You must attend a mandatory four-hour safety course and daily "toolbox" meeting.

Requisite: Safety shoes  
Prerequisite: Bulldozer Level 3  
Course #CST-045  
21 hours

**Extended Education**

## Certificate in Interior Decoration



Enroll in NYIT's Interior Decoration Certificate Program to pursue a new or alternate career as an interior decorator. Upon successful completion of eight 10-week courses (five required and three electives), you will earn a certificate in interior decoration. Required courses include XDSG-001, XDEC-001, XDEC-002, XDEC-005, and XFSH-014.

Courses meet for 10 sessions unless otherwise stated. Two five-week electives fulfill the requirement of one 10-week elective. Upon completion of the program, you must apply for your certificate in interior decoration. Applications are available in the Office of Extended Education. You may also take individual courses for personal enrichment. An advanced certificate in interior decoration requires completion of 12, 10-week courses. This program is offered at both the Long Island (Old Westbury) and New York City (Manhattan) campuses. For upcoming course dates/times, email [exted@nyit.edu](mailto:exted@nyit.edu) or call 516.686.7490.

### Course Descriptions

**XDSG-001**  
**Design ... Where It All Begins**  
This course introduces students to the fundamentals of interior decoration. Integration of form, color, and texture into a harmonious whole is at the core of this course. Spatial and 3-D organization are covered as well. This is a project-oriented, "learn-by-doing" class.



**XDEC-001****Basic Drafting for Interior Decorators**

Students learn the methods and techniques of basic drafting and detailing for interior space planning. Students are taught how to execute scale, room plans, reflective ceiling plans, and elevations. Prerequisite: XDSG-001. Equipment is required: estimated cost is \$125 (not included in cost of course).

**XDEC-002****Interior Decorating and Applications I**

In this course, interior decoration skills are developed via a series of projects. Students begin to apply their knowledge to simple interior spaces. Emphasis is placed on function, analysis, and space planning. Students also begin to incorporate color, furniture, and finishing, while graphically representing the interior space. Prerequisites: XDSG-001, XDEC-001.

**XDEC-005****Business Practices for Interior Decorators**

An introduction to the many aspects involved in maintaining a successful interior decorating practice. Topics covered include contracts, legal responsibilities, fees, marketing strategy, client interviewing, and professional organizations.

**XFSH-014****Fabrics and Materials**

An overview of materials used in the decorating process, with emphasis on fabrics. The use of basic materials such as upholstery, draperies and curtains, flooring, carpeting, wall covering, and paint will be discussed, as well as execution processes including measuring, ordering, installation, and maintenance.

**XDEC-038****Feng Shui and Healthy Living for Designers**

By applying the ancient knowledge of Feng Shui and green design principles to the home and workplace, you will learn to choose healthy options for your clients and the planet. In this class, you will develop an awareness of how to select colors, shapes, textures and accessories to uplift the energy in a space. A field trip to a green resource showroom is included.

**XDEC-004****Kitchens and Baths**

Students will be responsible for the actual development and execution of a kitchen and bathroom project. Issues to be addressed will include color, texture, function, lighting, and special considerations related to kitchens and baths. Prerequisite: XDEC-001.

**XDEC-029****Practical Decorating**

This is a course that addresses the practical world of an interior decorator. All phases of a design job—including obtaining clients, determining and fulfilling their needs, and delivering the product—will be discussed.

**XDEC-027****The History of Furniture**

Learn about the history of furniture dating from ancient Egypt and Greece through the Western European countries. In addition, learn about the contributions of China and Japan. See how the evolution of furniture has influenced today's world of decorating.

**XDEC-033****Space Planning: Residential**

Introduction to historical development of interior decoration and design. Topics include: study of space planning—furniture layouts in a residence; analysis of color psychology in a living environment; and preparation of a residential space plan project. Prerequisites: XDSG-001 and XDEC-001.

**XDEC-009****Resource Sampler Workshop**

Offering hands-on experience for students with a basic background in decorating, this course will consist of lectures and numerous field trips. Transportation and expenses for all field trips are the responsibility of the student. The first class will be held on campus; the remaining classes will be field trips.

**XDEC-010****Accessories**

Accessories are essential in putting the finishing touches on any room. Topics will include the use of color in accessories and accent pieces; the importance of using the right artwork, flowers, collectibles, and pillows; and more.

**XART-046****Color Workshop for Interior Decorators**

This course will explore many of the aspects of color, such as the psychological and emotional responses to color, and how different cultures and age groups relate to color. Students will learn about the uses of color in various industries, and the relationship of color to light and texture. This understanding will help designers develop appropriate color schemes for clients.

**XART-027****Portfolio Workshop – Color Rendering**

This course presents demonstrations of techniques using color pencils and magic markers. It includes color rendering of interior fabrics and materials, lights and shadows, and matting of finished work.

**XDEC-028****Window Fashions**

Students learn about the proper specification, fabrication, and installation of soft and hard window fashions, with special emphasis on multi-layered treatments. Draperies, valences, cornices, swags and jabots, blinds, shutters, shades, and trimmings will be explored and defined. Special-challenge windows, such as bay, angle-top, and Palladian, are included. Students receive instruction on how to balance practical and aesthetic factors in developing the best overall design solution. The use of real-life scenarios clarifies material covered in the course.

**XDEC-006**

**Lighting**

Proper lighting is vital to the success of an interior design. Types of artificial light, their location, quantity, color balance, lifespan, output, and other characteristics are topics that will be examined. Students will learn how to develop a lighting plan and specification schedule. A field trip to a lighting showroom may be included to enhance and clarify the material covered in class.

**XDEC-040**

**Basic Feng Shui**

This course will provide an introduction to the Principles of Feng Shui. Students will learn how the interiors professional may apply basic corrections and adjustments according to FS principles. Included will be a general history; discussion of schools and methods of practice; use of color, form and materials, to give a solid foundation and understanding of the practice. No prior experience is required.

**XDEC-042**

**Feng Shui Revealed**

An introduction to the basics and origins of Feng Shui and its importance in interior design. The energy of the space, layouts and floor plans will be examined. Students will learn to approach interior design based on the roadmap and element theory of Feng Shui. Importance of sustainable design and use of green plants will be discussed. Learn how to be a better interior designer by improving your own personal energy based on Feng Shui principals.

**XDEC-041**

**Custom Build Design**

Learn how to design and draw up custom closets, home offices, wall units and garage storage. We will discuss maximizing small spaces, efficiency, functionality and how to relate these spaces to overall decor of the home. Introduction to industry standards, materials and construction techniques. Prerequisite: XDEC-001.

**XCAD-023**

**AutoCAD Level I**

Learn to use the tools and techniques necessary to complete and edit production drawings using basic 2-D commands.

**Extended Education**

# Certificate in Leadership and Project Management





This program offered at our Manhattan campus consists of Concepts of Project Management (COPM) 30 hours and Negotiation and People Skills (NAPS) nine hours that will be provided to executives and senior managers, departmental supervisors, IT project coordinators, health care administrators, facility managers, office managers, and communication-technology personnel to enhance and improve their team leadership and project management knowledge. Participants that complete both classes will be issued a certificate of completion equivalent to 35 hours of continuing education credits required by the [Project Management Institute organization \(PMI.org\)](https://www.pmi.org/), so that participants can take an examination to obtain a PMI, CAPM, or PMP designation. Courses can also be taken individually. For more information, email [exted@nyit.edu](mailto:exted@nyit.edu) or call 516.686.7490.

## Course Descriptions

### **XBUS-053 Certificate in Leadership and Project Management**

Consists of completion of both Concepts of Project Management and Negotiation and People Skills. Course descriptions below.

Discounted fee when registering for both courses at the same time.

### **XBUS-051 Concepts of Project Management**

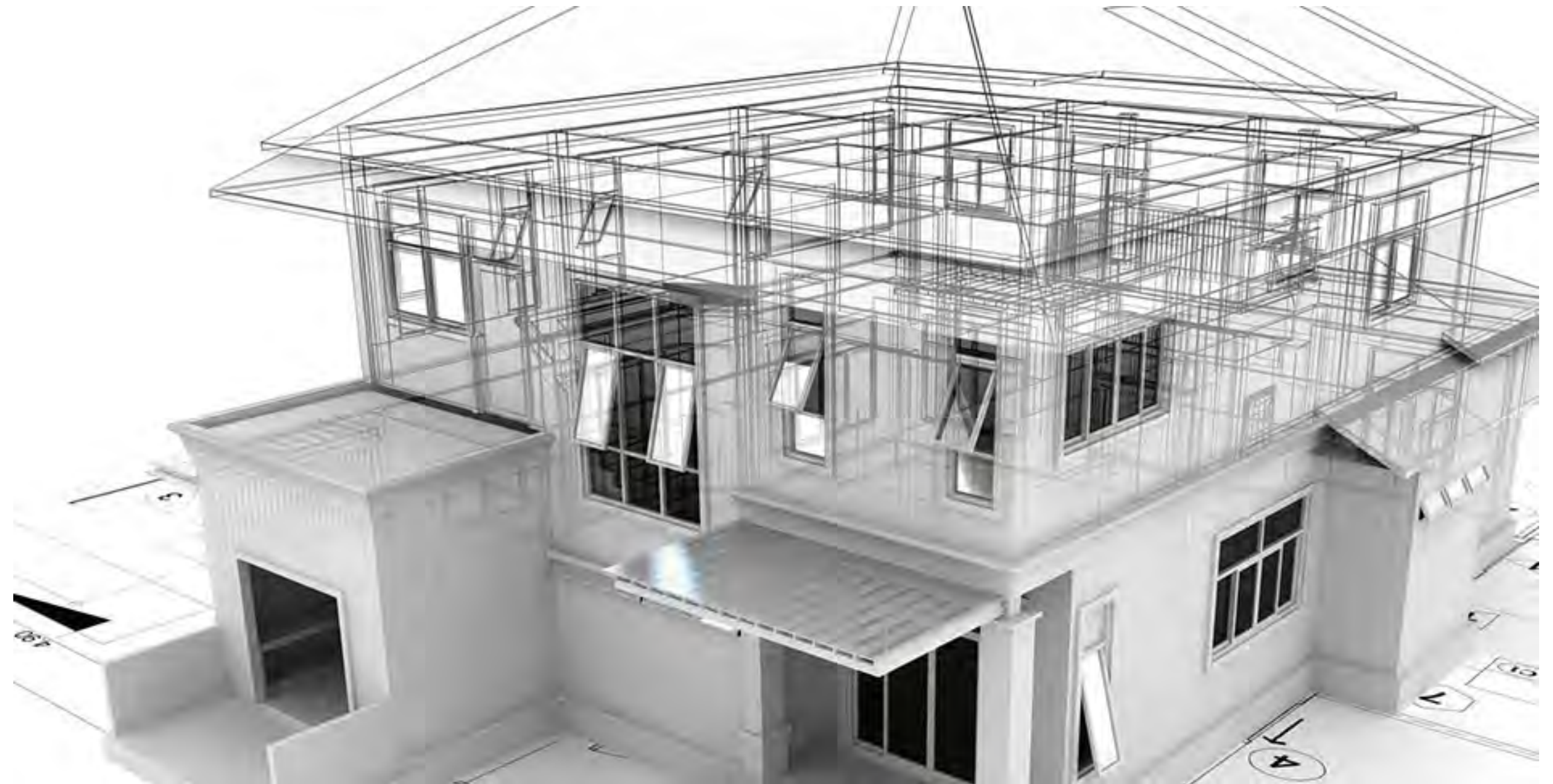
Master the tools used by Project Managers: work breakdown structure, critical path, task analysis, project plan, project scheduling, and more. Gain the skills needed to plan, track progress and stay focused on the end result. Where appropriate, students will learn PMBOK terminology and how it relates to certification. Class can be utilized for the continuing education credits for Project Management Institute (PMI) exam requirement for designations of CAPM (Certified Assistant Project Manager) or PMP (Project Management Professional), 30 hours of continuing education credits, 3 CEUs.

### **XBUS-052 Negotiation and People Skills**

This experiential class is intended for the participant to better understand the theory, processes and practices of negotiation, conflict resolution and decision making so that you can be a more effective negotiator in a wide variety of situations. The course methodology is highly participatory and utilizes class discussions and simulations in both one-on-one and group situations. The exercises will emphasize organizational settings, but skills are applicable anywhere conflict occurs. Class can be utilized for the continuing education credits for Project Management Institute (PMI) exam requirements for designations of CAPM (Certified Assistant Project Manager) or PMP (Project Management Professional), nine hours of continuing education credits, .9 CEUs.

**Extended Education**

## Certificate in Revit Architecture



Enroll in NYIT's Certificate in Revit Architecture to build your job mastery as a construction professional, architect, designer, engineer, programmer, or technician. Our courses presume no previous background in the use of Revit, however, applicants should have basic computer skills and knowledge of the basic principles of drafting. To earn the Certificate in Revit Architecture, participants must complete all three courses, which may be taken in different semesters. Courses may also be taken individually for skill enhancement.

## Course Descriptions



Each of the following courses has two sections: W01 is taught at NYIT's Long Island (Old Westbury) campus and M01 is taught at NYIT's New York City (Manhattan) campus. For upcoming course dates/times, email [exted@nyit.edu](mailto:exted@nyit.edu) or call 516.686.7490.

### **XCAD-029 Introduction to Revit**

As green building goes mainstream, government leaders ask for tools that set minimum standards for sustainability. Building information modeling (BIM) is one popular tool that has changed the process for designing and constructing buildings. Revit, the go-to BIM software program, is the first tool you will reach for in your toolbox. Our hands-on course includes the fundamentals of Revit and provides an overview of its features and tools. Topics include documentation history and trends; project templates; exploring the user interface and discovering project work flow; and exploring the vast content provided right out of the box.

### **XCAD-032 Intermediate Revit**

This course picks up where our beginner class left off and explores the BIM aspects of Revit Architecture. Topics include families and their components; creating, organizing and utilizing different views; sections elevations and perspectives; and schedules and project phasing tools. Here is where you learn to appreciate the power of your "I" in BIM. Additional topics include working from a sketch to create a massing study; dimensioning (temporary and permanent); stairs, ramps and railings; creating rooms and color fill patterns; and detailing and annotation. Prerequisite: Introduction to Revit.

### **XCAD-035 Advanced Autodesk Revit Architecture**

Learn more advanced concepts in Autodesk Revit software, the AEC industry's first parametric building modeler. Course uses Revit Beginner and Intermediate as its foundation to explore advanced functions of the program. Topics include working with multiple Revit and AutoCAD files as links; implementing techniques using system families such as walls, floors, ceilings and roofs; custom family creation and in place families; advanced scheduling functions; and best practices such as performing quality control on your BIM project. Prerequisite: Intermediate Revit.

**Vocational Independence Program**

## **Vocational Independence Program**



**Senior Director: Paul Cavanagh, Ph.D.**

**Faculty:** C. Alter, J. Baron, R. Bradley, A. Colvin, S. Delaney, R. Ezeani, G. Frisina, C. Hawkins, K. Imperial, C. Jockle, M. Ranaldo, W. Russell, H. Schorr, M. Smith, C. Taylor, E. Vlasak.

The NYIT Vocational Independence Program (VIP) is a three-year certificate program for students with moderate to significant learning disabilities, including those with a diagnosis of high-functioning autism or an autism spectrum disorder. Our mission is to maximize the potential of individuals with learning differences to enable them to lead successful, independent lives. The Vocational Independence Program is officially designated by the U.S. Department of Education as a Comprehensive Transition and Post-Secondary (CTP) program, a designation that allows VIP students to be considered for specific types of financial aid: Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOG), and work-study funds.

VIP students select from either a vocational or degree preparation concentration, and receive instruction in academics/executive functioning, social



functioning, independent living competencies, and vocational skills. Depending on a student's concentration, he/she performs extensive community-based work internships and/or takes credit classes at NYIT's Long Island (Old Westbury) campus (transportation is provided). In addition to social and recreational activities on campus, the program offers day trips, weekend outings, and an annual (and optional) trip abroad. Recent international trips have included Greece, Italy, Ireland, Costa Rica, Spain, Netherlands, Germany, Belgium, Mexico, Belize, and France.

## VIP Certificate

Founded in 1987, NYIT's program is one of the oldest, residential, university-based CTP programs in the United States. Its students are members of the NYIT community and live on the SUNY Old Westbury site, where a senior director leads the program.

After completing a common core curriculum, students choose to go on to either employment preparation (for students whose primary post-graduation goal is to obtain employment) or degree preparation (for students who want to matriculate at a community or junior college, a technical school, or a four-year college).

After completing three years of primarily non-credit coursework (each semester averaging the time equivalent of 15–18 credits of classes and internships), the goal for VIP graduates is to achieve one of two outcomes: 1) they transition into the world of work and independent living, or 2) they transition full-time into a degree-bearing college, university, or technical school program, eventually leading to work and independent living.

VIP classes are kept small to support a student's transition to a college environment. Community-based internships and training in independent living and social skills supplement formal classes. A unique aspect of VIP is that it is the only transition program in the country with an extensive classroom and experiential travel-training curriculum during a student's first two years. Students who qualify through an ongoing appraisal process may enroll in NYIT credit courses.

Students receive grades and/or assessments for all aspects of the program, including lecture classes, vocational instruction, and independent living instruction. Instructors provide students with course outlines and objectives at the start of each semester.

The program's support structure is strong, with at least four advisors/counselors who coordinate the academic, budgeting, vocational, and social dimensions of each student's program. A full-time director of residential life, a full-time medical director, and trained resident advisors staff the program's residence hall, providing 24/7 support for students.

## The academic-year Vocational Independence Program

In their first year, students take classes that help them adjust to the collegiate experience (e.g., executive functioning skills, managing a personal budget) as well as core courses in health, social psychology, computers, and civics. Classroom experiences help them to maximize their potential for independence, and both classwork and homework have an experiential focus. Students do much of their learning outside the classroom as part of the larger NYIT community, with field trips to nearby Long Island and New York City sites rich in historic, cultural, and environmental relevance. VIP freshmen use class time to explore different avenues of independence in conjunction with their employment training, as instructors help them to discover and expand personal strengths. Each student receives personalized academic advisement as well as access to a computer lab study hall.

During the second year, VIP students build on the growth they achieved during the first year. For students focused on an employment outcome, their classroom experiences continue to help them develop essential skills, and they participate in a community-based vocational internship in one of several focus areas, such as childhood recreation, office skills/clerical, retail, electronics recycling, food services, maintenance, and hospitality. Examples of placements by focus area are Marriott and Holiday Inn Express for hospitality, eWorks for electronics recycling, as well as Marshalls and Modell's stores for retail. Sophomore students also hone communications skills in classes and are taught in technology-rich environments with computers, Smart Boards™, and videos to foster learning. For example, the Food and Nutrition course provides students with instruction on preparing healthy meals in a newly constructed teaching kitchen with a computer-teaching podium and a large plasma-screen monitor. Students focus on preparing to continue with college after VIP begin taking from 3–9 credits at the NYIT Long Island (Old Westbury) campus. They particularly focus on core classes easily transferred to other academic institutions.

By the third year, VIP students expand their participation in community-based vocational internships and/or in credit classes at NYIT. The VIP third-year curriculum focuses on living independently. Food and nutrition, budgeting, and apartment living are key topics. The last portion of the spring semester consists of hands-on workshops on topics that students will face after graduation; from interview techniques to dressing for success, students have the opportunity for "dry runs" with the support and guidance of advisors. In all cases, students move at their own pace and with ample feedback from faculty and staff members who are involved with their progress.

## Employment Focus

The employment focus of the Vocational Independence Program emphasizes a cooperative educational approach that utilizes the resources of NYIT and the overall community. For students who choose the employment focus, the curriculum is geared toward developing the necessary work skills and environmental awareness to secure some level of competitive work following graduation. Even students in the Pre-Degree Program will participate in some aspects of the vocational curriculum and community work internships. VIP first-year students use class time to explore different avenues of independence in conjunction with their vocational training, and instructors help them to discover and maximize personal strengths. They learn about career options through lectures, workshops, and job evaluations at several job stations. Input from social, academic, and vocational counselors plays an integral role in helping students to formulate a realistic understanding of the requirements and potential of each vocational area. This experience and counseling, coupled with vocational testing and observations by staff, enables students to choose a vocational major by the end of their first semester. During the second semester, they begin intensive skills training in a vocational field and have specific work experience. Students interact with career counselors and job coaches who provide on-site supervision on an as-needed or ongoing basis. The curriculum also includes training in interviewing skills, resume writing, understanding of benefits, and job search techniques. VIP students have completed community work internships at the Childcare Council of Suffolk County, Computer Associates, Megan's Law, and Stony Brook University Medical Office.

During their second year, students continue skills training while working at an internship for two days per week. By their third year, they are assigned

to a work placement for three days per week, while continuing to receive guidance and training in vocational coursework and counseling.

**Pre-Degree Focus**

In consultation with VIP staff and an academic advisor, some students select to pursue a pre-degree focus. The post-graduation goal of these students is to matriculate at a community or junior college, a technical school, or a four-year college. All students take a set of core curriculum courses in the fall semester of the first year. Students approved for the degree preparation concentration will work with an academic advisor to register for credit classes either during the spring semester of their first year or in the fall semester of their second year. Typically, students take one or two three-credit courses that meet two days per week. Based on their comfort with the work and their success in earlier semesters, some students may take as many as three classes per semester in their third year.

VIP students taking credit courses are encouraged to utilize all of the many facilities NYIT offers to support individuals with learning disabilities, such as the NYIT-Long Island (Old Westbury) Learning Center and the Counseling and Wellness Center. They are also provided with academic counseling and access to study halls and computer labs. Initial registration advisement is provided by VIP, and in the case of a student matriculated to a degree program, by the particular NYIT academic department. Students are advised to register for core courses with a high probability of transfer to another college upon completion. VIP does not provide tutors for credit classes, though students procuring their own tutors are free to meet with them at VIP facilities.

Students in the Pre-Degree Focus program participate in the vocational assessment process of the VIP freshman curriculum; however, they will usually not have a vocational placement in their sophomore year. Whenever possible, pre-degree students will have a one-day-per-week work internship in their third year.

Whereas it would be unusual for a student attending VIP to complete a degree during the course of the program, it can occur in the case of a student who brings a considerable transcript of completed work from another college. VIP works with the NYIT Office of Admissions to evaluate such transcripts. Credit coursework supplements a VIP student's overall program. It can play an important role in preparing a VIP student for his/her next step, whether it be vocational or a transfer to another college or program.

**Sample Course Selections By Year**

**First Year**

- Advanced Communication
- Banking and Budgeting
- Civics/Government
- Cooperative Education/Vocational Internships
- Enrichment Classes (electives)
- Fitness
- Health
- Independent Living Lab (as needed)
- Introduction to Employment
- Executive Functioning I
- Nutrition
- Pre-College English
- Social Psychology I
- Travel Training for Community Living

**Second Year**

- Advanced Communication
- Advanced Travel Training for Community Living
- Banking and Budgeting II
- Computer and Media Applications
- Credit Classes for Degree Preparation Students
- Enrichment Classes (electives)
- Employment Strategies
- Fitness
- Food and Nutrition (a hands-on, kitchen-based course)
- Executive Functioning II
- Social Psychology II
- Vocational Internship Seminar
- Vocational Work Internship

**Third Year**

- Community Living
- Credit Classes for Degree Preparation Students
- Enrichment (elective classes)
- Employment Readiness Seminar
- Capstone/Executive Functioning for Community Success
- Fitness
- Foods and Nutritional Practicum (a hands-on, kitchen-based practicum)



Associate Degree Support Program

The Associate Degree Support Program at VIP provides qualified students the opportunity to pursue an associate degree in three years with additional supports traditionally offered within the VIP program. Students have the option of pursuing an Associate of Applied Science degree in Communication Arts or an Associate of Applied Science degree in Business Administration with a concentration in Accounting. Students are supported in the program by a credit course coordinator, academic advisor, social counselor, and, if needed, an independent living skills coach.

For acceptance into the program, students must apply and be accepted separately to **BOTH** the NYIT Undergraduate Admissions office **AND** to the NYIT-Vocational Independence Program.

To be considered for undergraduate admissions, the student must have taken:

- 1. the SAT (combined score of 900 or better), or ACT (score of 19 or better) exam, and
- 2. have a GPA of 80 or above

Students in the Associate Degree Support program participate in the executive functioning and independent living components of the VIP curriculum, but they do not participate in the vocational components of the VIP curriculum.

Introduction to Independence (I to I) Summer Program

This five-week summer bridge program is designed to assist students in their transition from high school to post-secondary life. Students ages 17 years old and up are invited to live on our SUNY Old Westbury site where they focus upon the acquisition of independent living, social, and vocational skills. Read more about this [summer program](#) on the NYIT website.

Campus Life

NYIT's Long Island (Old Westbury) campus, formally known as the Dorothy and Alexander Schure Old Westbury campus after the founder of the university, is nestled among 176 wooded and landscaped acres. A tranquil and lush setting, it comprises the former C.V. Whitney estate as well as several other Gold Coast Long Island estates.

VIP students enjoy all the services and amenities that the campus offers its students, including such things as NYIT libraries, student-run clubs and activities, athletic and other campus events, academic resources, and other student services. All residential NYIT students on Long Island live in residence halls located at the State University of New York (SUNY) Old Westbury campus. VIP has its own residence hall, exclusive to our students, within this residential village. Visit [NYIT-Long Island \(Old Westbury\) campus](#) for more information and to take a virtual tour.

VIP residential staff consists of a full-time coordinator of residential life, a full-time medical director, and trained resident advisors, who are on duty every evening starting at 5 p.m. and throughout the weekend.

Student Population

Students have either graduated from a secondary-school program or sometimes their secondary-school provider will contract with VIP to meet the requirements of transition planning for students receiving IDEA special education services. VIP students generally have specific learning disabilities and have received special education services in high school. Reading levels range from third grade to above 12th grade.

A flexible orientation placement process allows for a wide spectrum of abilities. Participants must be able to fit comfortably into the NYIT environment and demonstrate the ability and desire for the program outcomes of either employment or matriculation in a degree-focused educational setting. In addition, students are screened for emotional needs to ensure the program is able to support them. VIP is not a residential treatment facility and does not accept students with significant mental health disabilities.

Admissions

The program accepts a freshman class of 20 to 40 students from around the world. VIP students must be at least 18 years of age. Admission decisions are made on a rolling basis, and it is recommended that candidates apply as early in the school year as possible due to limited space. VIP admits students of any race, creed, gender, and national or ethnic origin.

Candidates are encouraged to visit NYIT's campus with their parents or caregivers prior to submitting an application. These visits provide applicants with the opportunity to meet with faculty and administration, observe classes, talk with students, and tour the campus. The formal application includes a parent application, references, school records, psychological/intelligence testing results, and social adaptive testing scores such as the Vineland. Potential students and their caregivers are required to participate in an on-campus admissions interview.

ANNUAL SEMESTER		
Tuition	\$52,250	\$26,125
Room	\$9,320	\$4,660
Meal Plan	\$4,970	\$2,485

Health Insurance*	\$1,280	\$600
<b>Total</b>	<b>\$66,540</b>	<b>\$33,270</b>
Tuition Refund Insurance**	\$328	\$164

According to published NYIT guidelines:

- \* **Health Insurance** is optional as long as the student provides proof of insurance and chooses to opt out
- \*\* **Tuition Refund Insurance** is optional, but the student must explicitly request to opt out

Note: The Vocational Independence Program of NYIT is approved by the U.S. Department of Education as a Comprehensive Transition and Postsecondary (CTP) Program. VIP students are eligible for some forms of federal student aid. Students accepted into the Associate Degree Support Program must be accepted by the college and the Vocational Independence Program. Consequently, as a full-time student pursuing a degree, Associate Degree Support Program students are eligible for all forms of federal student aid.

**Vocational Independence Program**

P.O. Box 8000  
Northern Boulevard  
Harry Schure Hall, Room 207  
Old Westbury, NY 11568-8000  
631.348.3114  
[nyit.edu/vip](http://nyit.edu/vip)

College of Arts and Sciences

# College of Arts and Sciences



## Undergraduate Departments and Programs

[Behavioral Sciences](#)

- Criminal Justice
- Psychology
- Sociology/Social Work

[Communication Arts](#)

- Advertising, Public Relations, and Technology
- Communication and Media Production



Digital Film and TV Production  
Global and Electronic Journalism

[English and Speech](#)

English  
Technical Writing Certificate

[Digital Art and Design](#)

Digital Arts  
Graphic Design

[Life Sciences](#)

Biology or Biology with a concentration in Molecular Biology  
Chemistry  
Biotechnology  
Biomedical Engineering  
Combined Programs in Occupational Therapy, Osteopathic Medicine, Physical Therapy, and Physician Assistant Studies

[Physics](#)

[Social Sciences](#)

Political Science

Undergraduate Minors

[Civic Engagement](#)

[Graphic Design](#)

[Literature and Culture](#)

[Mathematics](#)

[Medical Humanities](#)

[Psychology](#)

[Technical and Professional Communication](#)

Graduate Programs

[Communication Arts](#)

[Master of Fine Arts](#)

Animation  
Fine Arts and Technology  
Graphic Design

[UX/UI Design and Development](#)

College of Arts and Sciences

Behavioral Sciences





The Department of Behavioral Sciences offers a B.S. and minor in Psychology, a B.S. in Criminal Justice, and a B.S. in Behavioral Sciences with a social work/sociology option. These programs prepare students for a variety of careers in clinical, social, educational, industrial, and law enforcement environments.

Graduates become eligible for positions such as human relations specialist, caseworker, psychological technician, police officer, investigator, corporate security positions, emergency management positions, and various government positions. Similarly, graduates are prepared by means of these programs for postgraduate study and advanced training in the fields of psychology, sociology, social work, counseling, criminal justice, and law.

Traditional courses, online courses, and summer courses are offered.

The Department of Behavioral Sciences promotes the various research fields of its faculty, including biopsychology, addiction, criminology, group interactions, social psychology, psychological-physiological interrelationships, and crime, gender, and the media.

### Combined Psychology, B.S./School Counseling, M.S. Program

This combined program will enable you to achieve B.S./M.S. degrees in five years. You will matriculate from an undergraduate major to a graduate candidate after your third year. After completing the program, you will be prepared to apply for a Provisional Certificate in School Counseling.

*This program follows our general admission requirements.*

### Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

### Transition to the M.S. Program

After completing the undergraduate portion of the degree program in Psychology in three years, you may be admitted directly into the [M.S. in School Counseling program](#) provided you meet the following requirements:

- Undergraduate GPA of 3.2 or above through the fall semester of your junior year
- Submit three [reference forms](#) from undergraduate instructors and/or advisors that attest to your ability to succeed both academically and professionally in a field that requires leadership, social justice advocacy skills, and a strong ability to collaborate. Goal Statement: In 250 words or less, describe how your career path has led you to the school counseling profession. What excites you about working as a school counselor?
- Complete and submit the [Statement of Understanding form](#)
- Group interview with graduate applicants, conducted in the spring of junior year. Schedule with the department office at 212.261.1529.

College of Arts and Sciences Curriculum

## Curriculum Requirements for the Bachelor of Science in Criminal Justice

### Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3

FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3XX	Professional Communication choice	3
		Total: 18 Credits

<b>Seminars</b>		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

<b>Math and Science</b>		Credits:
MATH 115	Introductory Concepts of Mathematics	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

<b>Behavioral Sciences Core</b>		Credits:
PSYC 101	Introduction to Psychology	3
PSYC 205	Theories of Personality	3
PSYC 210	Statistical Analysis	4
PSYC 251	Measurement Concepts	3
PSYC 310	Abnormal Psychology	3
PSYC 370	Introductory Research Methods	4
PSYC 410	Physiological Basis of Behavior	3
SOCI 101	Introduction to Sociology	3
		Total: 26 Credits

<b>Criminal Justice Core</b>		Credits:
CRIM 101	Introduction to Criminal Justice	3
CRIM 111	Police and Society	3
CRIM 150	Principles of Correction	3
SOCI 278	Criminology	3
CRIM 230	Constitutional Case Law	3
CRIM 280	Private Security	3
CRIM 300	Ethics in Criminal Justice	3
		Total: 21 Credits



Criminal Justice Electives (select any six courses from the following)		Credits:
SOCI 150	American Urban Minorities	3
SOCI 175	Social Problems	3
SOCI 273	Juvenile Delinquency	3
CRIM 301	Criminal Investigation	3
CRIM 305	Police and Community Relations	3
CRIM 320	Probation and Parole	3
CRIM 325	Forensic Technology	3
CRIM 335	Policing	3
CRIM 340	Comparative Criminology	3
CRIM 354	Organized Crime	3
CRIM 375	Criminal Law and Proceedings	3
CRIM 495	Field Placement	4
		Total: 18 Credits
Additional Requirements		Credits:
MIST 101	Intro to Computer Applications	3
PSCI 110	American Government and Politics	3
		Total: 6 Credits
Electives		Credits:
	Consult with advisor on any Electives	15
Total Required Credits: 122		

# Curriculum Requirements for the Bachelor of Science in Psychology

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3XX	Professional Communication choice	3
		Total: 18 Credits
Seminars		Credits:

ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits
<b>Math and Science</b>		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

<b>Behavioral Sciences Core</b>		Credits:
PSYC 101	Introduction to Psychology	3
PSYC 205	Theories of Personality	3
PSYC 210	Statistical Analysis	4
PSYC 251	Measurement Concepts	3
PSYC 310	Abnormal Psychology	3
PSYC 370	Introductory Research Methods	4
PSYC 410	Physiological Basis of Behavior	3
SOCI 101	Introduction to Sociology	3
		Total: 26 Credits
<b>Psychology (select any six)</b>		Credits:
ANTH 101	Introduction to Anthropology	3
PSYC 220	Child Psychology	3
PSYC 221	Human Development	3
PSYC 223	Adolescent Psychology	3
PSYC 240	Educational Psychology	3
PSYC 245	Learning Theory	3
PSYC 260	Social Psychology	3
PSYC 321	Sports and Exercise Psychology	3
PSYC 330	Communication and Interviewing Techniques	3
PSYC 335	Personnel Psychology	3
PSYC 338	Health Psychology	3
PSYC 425	Introduction to Counseling	3
PSYC 431, 432, 440, 443, or 445	Seminar	3
		Total: 18 Credits



Additional Requirements		Credits:
MIST 101	Intro to Computer Applications	3
	Behavioral Science Elective	3
		Total: 6 Credits
Electives		Credits:
		36
Total Required Credits: 122		

# Curriculum Requirements for Bachelor of Science in Behavioral Sciences, Social Work/Sociology Option

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3XX	Professional Communication choice	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits
Math and Science		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

--	--	--

<b>Behavioral Sciences Core</b>		Credits:
PSYC 101	Introduction to Psychology	3
PSYC 205	Theories of Personality	3
PSYC 210	Statistical Analysis	4
PSYC 310	Abnormal Psychology	3
PSYC 370	Introductory Research Methods	4
PSYC 410	Physiological Basis of Behavior	3
SOCI 101	Introduction to Sociology	3
		Total: 23 Credits
<b>Social Work/Sociology Requirement</b>		Credits:
PSYC 495	Field Placement	4
		Total: 4 Credits
<b>Social Work/Sociology (select any six courses from the following)</b>		Credits:
ANTH 101	Introduction to Anthropology	3
PSYC 330	Communication and Interviewing Techniques	3
SOCI 150	American Urban Minorities	3
SOCI 175	Social Problems	3
SOCI 273	Juvenile Delinquency	3
SOCI 278	Criminology	3
SOCI 301	Marriage and the Family	3
SOCI 376	Medical Sociology	3
SOCI 410	Introduction to Social Work	3
SOCI 460	Social Work II	3
		Total: 18 Credits
<b>Additional Requirements</b>		Credits:
MIST 101	Intro to Computer Applications	3
	Behavioral Science Elective	3
		Total: 6 Credits
<b>Electives</b>		Credits:
	Consult with advisor on any Electives	36
Total Required Credits: 123		

# Curriculum Requirements for the Combined Psychology, B.S./School Counseling, M.S.



Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 301	Communication for Business	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits
Math and Science		Credits:
MATH 115	Introductory Concepts of Mathematics	3
	Science Choice	3
		Total: 6 Credits

Major Requirements

Behavioral Sciences Core		Credits:
PSYC 101	Introduction to Psychology	3
PSYC 205	Theories of Personality	3
PSYC 210	Statistical Analysis	4
PSYC 251	Measurement Concepts	3
PSYC 310	Abnormal Psychology	3
PSYC 370	Introductory Research Methods	4
PSYC 410	Physiological Basis of Behavior	3
SOCI 101	Introduction to Sociology	3
	Behavioral Science Elective	3
		Total: 29 Credits
Psychology (select any four)		Credits:
ANTH 101	Introduction to Anthropology	3

PSYC 220	Child Psychology	3
PSYC 240	Educational Psychology	3
PSYC 245	Learning Theory	3
PSYC 250	Environmental Psychology	3
PSYC 260	Social Psychology	3
PSYC 265	Organizational Psychology	3
PSYC 330	Communication and Interviewing Techniques	3
PSYC 335	Personnel Psychology	3
PSYC 425	Introduction to Counseling	3
PSYC 431, 432, 440, 443, or 445	Seminar	3
		Total: 12 Credits
<b>Additional Requirements</b>		Credits:
MIST 101	Introduction to Computer Applications	3
		Total: 3 Credits
<b>General Electives</b>		Credits:
	Choose electives in consultation with academic advisor	24
<b>B.S. degree credits to be completed within the Master of Science in School Counseling</b>		Credits:
EDCO 600	Introduction to School Counseling	3
EDCO 601	Human Development	3
EDCO 615	Foundations of Counseling	3
EDCO 620	Group Counseling, Leadership and Facilitation Skills	3
EDCO 640	The School Counseling Program: Development, Implementation, and Evaluation	3
EDCO 705	Career Counseling and Lifestyle Development	3
		Total: 18 Credits
<b>Master of Science in School Counseling</b>		Credits:
	Additional credits to be completed within the School of Interdisciplinary Studies and Education <a href="#">School Counseling, M.S.</a> program.	30
<b>Total Combined Credit Requirement: 152</b>		





The distance between Madison Avenue and Hollywood or between the blogosphere and the editing suite is closer than ever. The communications industry of the 21st century demands professionals who can span that distance. Successful media professionals have diverse skills and know how to use multiple platforms—digital, visual, written—to produce and disseminate their messages.

This versatility is characteristic of NYIT Communication and Media Production graduates: newspeople who can write, edit, and deliver a news story on the air and on the Internet; new media specialists who design, digitize, animate, and publish websites; television specialists and filmmakers who write, direct, and edit for television, cinema, and the web.

Communication and Media Production students may focus on the converging aspects of traditional media, programming and production for television and film, audio recording and radio, advertising/public relations, print and electronic journalism, corporate, and international communication.

Our newly equipped laboratories also permit study and experimentation in the latest aspects of digital and motion graphics, web design, and new media that may be integrated into multiple media platforms, including the web.

All NYIT communication and media production students receive a solid conceptual grounding, hands-on instruction in the practical aspects of the discipline, and digital literacy on the latest equipment. Through this combination of learning and doing, of time-honored principles and timely applications, our students learn how to function successfully in the new, integrated world of communications.

## Degree Programs

NYIT’s Department of Communication and Media Production offers six options:

1. Associate of Applied Science Communication Arts (A.A.S.)
2. Bachelor of Fine Arts Advertising, Public Relations and Technology (B.F.A.)
3. Bachelor of Fine Arts Digital Film and Television Production (B.F.A.)
4. Bachelor of Fine Arts Global and Electronic Journalism (B.F.A.)
5. Bachelor of Fine Arts Communications and Media Production (B.F.A.)
6. Combined B.F.A./M.A. Program Communication Arts

### **Associate of Applied Science Communication Arts (A.A.S.)**

The Associate of Applied Science with a major in Communication Arts, for those students unsure about their career plans, is a degree offering the opportunity to take selected courses in different areas with basic coursework in all media, a humanities core, and a selected specialization. This is a two-year, 60-credit program.

### **Bachelor of Fine Arts Advertising, Public Relations and Technology (B.F.A.)**

As an Advertising and Public Relations major, you will participate in workshops and production groups such as our student-run advertising and public relations agency. You will choose from extensive internships and guided projects, which will culminate in an e-portfolio of your student work. Our BFA in Advertising, Public Relations and Technology is unique as we embrace the “experiential model,” which emphasizes “real world” experience. This is a four-year, 120-credit program.

### **Bachelor of Fine Arts Digital Film and Television Production (B.F.A.)**

As a Digital Film and TV Production major, you will make the most out of your college career by pursuing a career in the robust, technologically evolving entertainment industry, specifically as a TV or filmmaker, producer, director, writer, cinematographer, visual effects or motion graphics editor, video editor or more. Embracing our experiential model or “learn by doing” method, our accomplished faculty will teach you how film and television professionals create and collaborate. You will brainstorm, develop, write, produce, direct, edit and distribute content. In NYIT’s in-house production company, you will experience a “real world” environment with professional clients similar to your future career as a working professional. This is a four-year, 120-credit program.

### **Bachelor of Fine Arts Global and Electronic Journalism (B.F.A)**

As a Global and Electronic Journalism major, you will start with toolbox classes—learning how to shoot and edit, how to write, ask questions, and report. Because journalists also have an important societal role, survey classes are equally critical—like the role of a free press and media in society, ethics, and the issue of news versus opinion. As a Global and Electronic Journalism major, you will “learn by doing” and advance your skills by participating in NYIT’s international, web-based news and entertainment platform. You will report and edit stories, working in tandem with your peers well as our international contributors. A Global and Electronic Journalism degree will prepare you with the skills needed for a professional environment in an ever-changing and increasingly media literate global society. This is a four-year, 120-credit program.

### **Bachelor of Fine Arts Communication and Media Production (B.F.A.)**

As a Communication and Media Production Major, you will be encouraged to participate in NYIT’s in-house agencies to foster your development of industry skills. You will participate in “real world” experiences with professional clients and enhance your skills with recommended internships. This degree offers you all of the unique opportunities afforded the more specialized degrees including internships, guided projects, professional advice and critique of student work, as well as an e-portfolio of the individual student’s work. The Communication and Media Production degree will prepare you for the challenges of a professional environment in an ever-changing global society, one that is frequently driven by media experiences. This is a four-year, 120-credit program.

### **Communication Arts Combined B.F.A./M.A. Program: Five Years**

***Please be advised that this program is currently not accepting any new students.***

The Communication Arts Combined B.F.A./M.A. program allows students to achieve a Bachelor of Fine Arts in Communication Arts and a Master of Arts in Communication Arts in five years. The program creates a fast track to our master’s degree by allowing accomplished communication arts students to complete a total of 109 undergraduate credits, and then move into the 36 credit Master of Arts program. This combined degree is intended for students who wish to be recognized as graduates of a highly competitive and unique program. It also offers students an opportunity to gain an edge in the marketplace while incurring less time and expense.

## **Specialized Professional Opportunities**

**Center for Global Media:** Students who have an interest in newswriting, reporting, and production may register for specific courses in the production of a cable and Internet news program under professional supervision. Registrants must be available at least one full day a week. Special features and news stories are also produced by students in Manhattan enrolled in the TV news writing and production courses.

**Externship Program:** To further enhance student professionalism grounded in coursework, NYIT administers an extensive internship program. Qualified advanced students are placed in professional work environments. Working for a semester or more within an organization, students acquire a sense of the “real world” for which they are preparing, and receive academic credit for their efforts. On many occasions, externships lead to full-time employment. NYIT externs are actively sought in all areas of communication: web-based organizations, broadcast networks and independent television and radio stations, cable networks and public broadcast stations, advertising and public relations agencies, international corporations, newspapers, magazines, and production companies.

To qualify, students must have junior or senior status, a GPA of 3.0 or better, and be recommended by academic advisors. Student interns can register for two, three, four, or five externship credits. Credit varies depending upon the scope of the assignment and time commitment by the student. You may repeat the externship in the same company if your responsibilities are diverse and expanded. Students should plan about 150 hours as the minimum commitment for a three-credit externship. The department sets the credit allocation and there is a 12-credit limit to the number of externship credits allowed on the undergraduate level.

**Advertising and Public Relations Agency:** The department provides a professional full-service agency environment in conjunction with advertising and public relations curriculum offerings. In Manhattan, the Agency Workshop and, on the Long Island (Old Westbury) campus, the Carleton Group serve this function for those majoring in advertising and public relations in the B.S. programs and those taking a specialization in this area in the B.F.A. program. On the graduate level, students work in an agency environment in the production house class.

### **Facilities**

The Department of Communication Arts maintains studios and laboratories for all production classes in web design and new media, television, digital filmmaking, radio and sound, and advertising/public relations.

**Television:** Both campuses have digital studio cameras with ultimate live compositing capabilities as well as state-of-the-art AVID and Final Cut Pro editing suites. On Long Island (Old Westbury), a TV newsroom is equipped with AP wire service and web-based research services.

**Filmmaking:** On both campuses, digital filmmaking laboratories include HD digital cameras, editing stations, and screening facilities.

**Radio:** On both campuses, radio laboratories are equipped with digital stereo consoles, digital recording equipment, and digital audio editing programs. The sound-processing laboratories have voice recording, sound transfer, and digital-mixing facilities.

**Motion Graphics:** Multi-platform computer labs are available on both campuses to support all communication arts specializations including new media capabilities.

**Radio Station:** An Internet-based radio station is operated by students on Long Island (Old Westbury).

Quality of Academic Experience

Opportunities exist to broaden a student’s exposure to communications by participating in NYIT academic, social, and service activities such as the campus newspapers, radio station, student government, and special events such as weekly free classic film series. Not all course offerings are available at each campus every semester. However, faculty and administration are always available for advisement and to discuss special needs.

Rights to Media Productions Developed in NYIT Coursework

Essentially, this policy covers films, video, and audio productions, and other non-print media. All films and videotapes, audio tapes, and websites produced in the Department of Communication Arts in fulfillment of class assignments, or as advanced individual study projects, whether made on NYIT premises or elsewhere, with or without departmental equipment, with or without extra funds, are subject to the following ownership policy:

- 1. All such projects are co-owned by the student and NYIT. In each case, the students who originate the project should decide which student or students co-own it with NYIT.
- 2. Either the student or NYIT may arrange distribution. Students who do not wish to have their project distributed or published may veto distribution.
- 3. NYIT will decide whether to put its name on the given project.
- 4. Distribution deals, whether arranged by NYIT or by the student, must be approved and signed by the dean.
- 5. All income, and other up-front obligations paid, will go directly from the distributor to the student and NYIT on a 50/50 basis. Outside funding is not considered to be an up-front obligation.
- 6. NYIT’s income will be used for scholarships, for funding future student projects, and for fees and expenses in connection with placing student work in festivals. If a project wins a prize, that prize goes to the student, less the cost of placing it in competition.
- 7. Projects may be distributed only after a faculty advisor is certain that all necessary clearances have been obtained by the student.
- 8. The student and NYIT each have a right to prints (copies) at cost as such prints (copies) are needed for NYIT or student use. Such prints (copies) may not be rented or sold.

*This program follows our general admission requirements.*

Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

Curriculum Requirements for the Associate in Applied Science Degree in Communication Arts

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
		Total: 15 Credits



<b>Math and Science</b>		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

### Major Requirements

<b>Communication Arts</b>		Credits:
ADVG 101	Introduction to Advertising	3
COMM 101	Communication: Principles and Process	3
COMM 210	Broadcasting History and Criticism	3
DGIM 101	Introduction to Digital Imaging	3
FILM 101	Fundamentals of Film Production	3
FILM 210	History of Motion Pictures	3
JOUR 101	Introduction to Journalism	3
RADI 101	Fundamentals of Radio Production	3
TEVE 101	Fundamentals of TV Production	3
		Total: 27 Credits
<b>Electives</b>		Credits:
	Consult with advisor on any Electives	12
<b>Total Required Credits: 60</b>		

College of Arts and Sciences Curriculum

# Curriculum Requirements for B.F.A. Advertising, Public Relations, and Technology

### Discovery Core

<b>Foundations</b>		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3xx	Professional Communication choice	3
		Total: 18 Credits

<b>Seminar</b>		Credits:
ICLT 3xx	Literature choice	3
ICPH 3xx	Philosophy choice	3
ICBS 3xx	Behavioral Science choice	3
ICSS 3xx	Social Science choice	3
		Total: 12 Credits

<b>Math and Science</b>		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

<b>Advertising, Public Relations, and Technology courses</b>		Credits:
ADVG 101	Introduction to Advertising	3
ADVG 150	Planning and Creating Ad Campaign	3
ADVG 160	Media Planning and Buying	3
ADVG 201	Advertising Design Concepts	3
ADVG 215	Global Advertising and PR	3
ADVG 220	Media Production Workshop	4
ADVG 225	Research in Advertising and Public Relations	3
COMM 225	Writing for Mass Media	3
COMM 345	Social Media for Business	3
COMM 363	Externship in Communication Arts	3
COMM 452	Guided Project	2
PREL 101	Public Relations and Publicity I	3
		Total: 36 Credits

<b>Open Electives</b>		Credits:
	Consult with advisor on any Electives	30

<b>Department Electives</b>		Credits:
	Consult with advisor on any Electives	10

Transfer student must take at least five credits of Department Electives at NYIT.		

<b>Capstone Course (repeatable course, required twice)</b>		Credits:
ADVG 420	Experiential Model: Adv/PR Agency	4
		Total: 8 Credits

Must be taken at least twice and is repeatable up to four times.

Total Program Requirements = 120 Credits

# Curriculum Requirements for B.F.A. in Digital Film and TV Production

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3xx	Professional Communication choice	3
		Total: 18 Credits

Seminars		Credits:
ICLT 3xx	Literature choice	3
ICPH 3xx	Philosophy choice	3
ICBS 3xx	Behavioral Science choice	3
ICSS 3xx	Social Science choice	3
		Total: 12 Credits

Math and Science		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

Digital Film and TV Production Courses		Credits:
CAMP 110	Field Production Basics	3
CAMP 115	Studio Production Basics	3
COMM 101	Communication: Principles and Process	3
COMM 465	Media and Society	3
DGIM 110	Digital Imaging Fundamentals	3
FILM 201	Film Production Workshop	3



FILM 220	Camera, Lighting, and Sound	3
FILM 230	Film History	3
TEVE 201	TV Production Workshop	3
TEVE 240	Video Editing	3
TEVE 340	Scriptwriting I	3
TEVE 370	Project Development	3
		Total: 36 Credits
<b>Open Electives</b>		Credits:
	Consult with advisor on any Electives	30
<b>Department Electives</b>		Credits:
	Consult with advisor on any Electives	10
Transfer student must take at least five credits of Department Electives at NYIT.		
<b>Capstone Experience (repeatable course, required twice)</b>		Credits:
PROD 430	Experiential Model: Film/TV Prod	4
		Total: 8 Credits
Must be taken at least twice and is repeatable up to four times.		
Total Program Requirements = 120 Credits		

# Curriculum Requirements for B.F.A. in Global and Electronic Journalism

## Discovery Core

<b>Foundations</b>		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3xx	Professional Communication choice	3
		Total: 18 Credits
<b>Seminars</b>		Credits:
ICLT 3xx	Literature choice	3

ICPH 3xx	Philosophy choice	3
ICBS 3xx	Behavioral Science choice	3
ICSS 3xx	Social Science choice	3
Total		12
<b>Math and Science</b>		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits
<b>Major Requirements</b>		
<b>Global and Electronic Journalism courses</b>		Credits:
CAMP 110	Field Production Basics	3
CAMP 115	Studio Production Basics	3
COMM 101	Communication: Principles and Process	3
COMM 215	Media History	3
COMM 330	Media Law and Ethics	3
COMM 370	Media Workshop I	4
COMM 465	Media and Society	3
DGIM 110	Digital Imaging Fundamentals	3
JOUR 101	Introduction to Journalism	3
JOUR 350	Introduction to News Reporting	3
JOUR 355	Narrative Storytelling	3
		Total: 34 Credits
<b>Open Electives</b>		Credits:
	Consult with advisor on any Electives	30
<b>Department Electives</b>		Credits:
	Consult with advisor on any Electives	12
Transfer student must take at least six credits of Department Electives at NYIT.		
<b>Capstone Project (repeatable course, required twice)</b>		Credits:
COMM 445	Experiential Model: Interactive Web Network	4
		Total: 8 Credits
Must be taken at least twice and is repeatable up to four times.		
Total Program Requirements = 120 Credits		

# Curriculum Requirements for B.F.A. in Communication and Media Production

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3xx	Professional Communication choice	3
		Total: 18 Credits
Seminar		Credits:
ICLT 3xx	Literature choice	3
ICPH 3xx	Philosophy choice	3
ICBS 3xx	Behavioral Science choice	3
ICSS 3xx	Social Science choice	3
		Total: 12 Credits
Math and Science		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

Communication and Media Production courses		Credits:
ADVG 101	Introduction to Advertising	3
CAMP 110	Field Production Basics	3
CAMP 115	Studio Production Basics	3
COMM 101	Communication: Principles and Process	3
COMM 215	Media History	3
COMM 225	Writing for Media	3
	— OR —	
TEVE 340	Scriptwriting I	3
COMM 330	Media Law and Ethics	3
COMM 465	Media and Society	3



DGIM 110	Digital Imaging Fundamentals	3
FILM 230	Film History	3
FILM 201	Film Production Workshop	3
	—OR—	
TEVE 201	TV Production Workshop	3
JOUR 101	Introduction to Journalism	3
PREL 101	Public Relations and Publicity I	3
RADI 101	Fundamentals of Radio Production	3
		Total: 42 Credits
<b>Open Electives</b>		Credits:
	Consult with advisor on any Electives	30
<b>Department Electives</b>		Credits:
	Consult with advisor on any Electives	8
Transfer student must take at least four credits of Department Electives at NYIT.		
<b>Capstone Experience (choose one)</b>		Credits:
ADVG 420	Experiential Model: Adv/PR Agency	4
COMM 445	Experiential Model: Interactive Web Network	4
PROD 430	Experiential Model: Film/TV Production Company	4
		Total: 4 Credits
Total Program Requirements = 120 Credits		

# Curriculum for the Combined Bachelor of Fine Arts/Master of Arts in Communication Arts\*

## Discovery Core

<b>Foundations</b>		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3XX	Professional Communication choice	3
		Total: 18 Credits

<b>Seminars</b>		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

<b>Math and Science</b>		Credits:
	Mathematics Choice	3
	Science Choice	3
		Total: 6 Credits

## Major Requirements

<b>Undergraduate Course Requirements</b>		Credits:
COMM 101	Communication: Principles and Process	3
COMM 301	Communications Law	3
COMM 401	Mass Communication in Society	3
DGIM 101	Introduction to Digital Imaging	3
FILM 101	Fundamentals of Film Production	3
JOUR 101	Introduction to Journalism	3
TEVE 101	Fundamentals of TV Production	3
		Total: 21 Credits

<b>Advertising (select one of the following)</b>		Credits:
ADVG 101	Introduction to Advertising	3
PREL 101	Public Relations and Publicity I	3
		Total: 3 Credits

<b>History (select one of the following)</b>		Credits:
COMM 210	Broadcasting History and Criticism	3
FILM 210	History of Motion Pictures	3
		Total: 3 Credits

<b>Writing (select one of the following)</b>		Credits:
COMM 240	Writing for the Mass Media	3
TEVE 340	Scriptwriting I	3
		Total: 3 Credits

--	--

Communication Arts Electives		Credits:
	Consult with advisor on any Electives	23
Non-Major Electives		Credits:
	Consult with advisor on any Electives	20
Undergraduate Required Credits: 109		
Graduate Courses: Core		Credits:
COMM 610	Vocabulary of the Media Critic	3
COMM 630	Media and Culture	3
		Total: 6 Credits
Core Requirement (select one of the following)		Credits:
COMM 620	Media Research	3
COMM 625	Art in the Era of Mass Communication	3
		Total: 3 Credits
Track Options (select one of the following)		Credits:
DGIM 601	Multimedia Production Tools	3
DGIM 700	Advertising Design I	3
		Total: 3 Credits
Graduate Course Requirements		
A student's graduate work will begin in the eighth semester at NYIT. At the graduate level, students will take four core courses (12 credits) spread out over the three semesters of graduate work. Students will also select 24 credits of graduate level courses from those listed in our <a href="#">Graduate Catalog</a> . Students should continue to consult with faculty advisors to select electives that will form one of four graduate tracks.		
Graduate Electives		Credits:
	Consult with advisor on any Electives	24
Graduate Required Credits: 36		
Total Required Credits: 145 credits		
* Please be advised that this program is currently not accepting any new students.		

# Digital Art and Design





The Department of Digital Art and Design of the College of Arts and Sciences offers majors in Digital Arts and Graphic Design. Both lead to the Bachelor of Fine Arts.

A distinguished faculty of practicing artists and designers expose the student to a meaningful and rigorous academic experience that fosters creative exploration, critical thinking, refined craftsmanship, and professional development as they prepare for their art and design careers. Admission is competitive. Digital Art and Design applicants are required to submit a portfolio of previous artwork in which samples are evaluated for art, design, and conceptual thinking skills.

All curricula are designed to increase student awareness of the entire field of visual arts. Prior to specialized study, each area requires the same first-year foundation curriculum, which establishes principles of artistic concepts through emphasis on color, design, drawing, motion, time, and visual presentation. In addition, foundation courses provide an art historical and theoretical context. This is followed by a focused course of study that allows students to refine their crafts in the areas of animation, graphic design interactive/game design, and motion graphics.

The Department of Digital Art and Design's facility promotes the synthesis of technological tools and artistic expression. In the classroom and art media labs, students use state-of-the-art hardware, as well as a wide variety of two-dimensional, three-dimensional, and graphics software applications. Advanced tools, including motion capture, gaming, 3-D printing, and emerging technologies, are considered among the most advanced in the metropolitan area.

In addition to receiving an academically rich course experience, the student of digital art and design) will be introduced to practical concerns related to the professions of computer graphics and graphic design. This takes place through the integration of industry-driven content into the classroom in the forms of real-world projects, internships, site visits, and industry presentations. Digital Art and Design students' academic research is further enhanced with multidisciplinary, practical, and global experiences in the context of NYIT's diverse regional and international communities.

## Digital Arts

Today, digital art is a much sought-after field of study due to its expansive use in a variety of visualization applications throughout the world. Without the foundations in the principles of design, studio practice, and a portfolio of critiqued work, the application rarely produces professional results.

Our goal is to help students understand the relationship of design and technology. This allows the student to develop the ability to create and compose content that communicates ideas in an effective manner for both general and specific markets. Successful presentations will educate, inform, motivate, entertain, persuade, challenge, and inspire audiences while transcending the medium of delivery.

The digital arts major will take courses in areas including animation, 3-D modeling, character development, digital sculpture, interactive/game design, motion capture, motion graphics, and storyboarding.

## Graphic Design

Graphic design as an industry has become a significant growth area worldwide. With the rapid changes taking hold in the way business and advertising is being conducted today, it is no wonder that experts have targeted graphic design as the profession to manage and deliver the volume of information that is exponentially produced and consumed.

The new graphic designers must be able to design and direct a multitude of media without being lost in the avalanche. The graphic design sequence of courses prepares our students to accept the challenge by integrating and interpreting the language and syntax of visualization within emerging

technology. This knowledge and skill has become the current entry-level requirement of the industry. NYIT students will be well prepared at their first employment interview with portfolio in hand and on a web page.

The graphic design major will take courses in areas including advertising, currency, editorial, illustration, information graphics, branding, layout, motion graphics, packaging, typography, and web/interactive design.

*This program follows our general admission requirements.*

Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

Curriculum Requirements for Bachelor of Fine Arts in Digital Arts

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 303	Communication for Art and Design	3
		Total: 18 Credits

Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

Math and Science		Credits:
	Mathematics choice	3
	Science choice	3

		Total: 6 Credits

## Major Requirements

<b>Freshman Art Foundation</b>		Credits:
ARTD 101	2-D Design I	3
ARTD 102	3-D Design I	3
ARTD 150	Color Theory	3
ARTD 155	4-D Design I	3
ARTW 101	Drawing I	3
ARTW 151	Drawing II	3
		Total: 18 Credits

<b>Art History</b>		Credits:
ARTH 101	Art History I	3
ARTH 151	Art History II	3
ARTH 201	Art History III	3
ARTH 301	Aesthetics I	3
		Total: 12 Credits

<b>Computer Graphics Sequence*</b>		Credits:
ARTC 201	Computer Graphics I	3
ARTC 251	Computer Graphics II	3
ARTC 260	Introduction to 3-D Modeling and Animation	3
ARTC 301	Computer Graphics III	3
ARTC 351	Computer Graphics IV	3
ARTC 400	Senior Thesis: Preproduction	3
ARTC 405	Senior Thesis: Production I	4
ARTC 406	Senior Thesis: Production II	4
ARTC 410	Portfolio	3
		Total: 29 Credits

\* All computer graphics courses require department permission prior to registration.

<b>Department Electives</b>		Credits:
	Choose fine arts courses in consultation with advisor	18

<b>General Electives</b>		Credits:
	Choose elective courses in consultation with advisor	12



# Curriculum Requirements for Bachelor of Fine Arts in Graphic Design

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 303	Communication for Art and Design	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits
Math and Science		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

Freshman Art Foundation		Credits:
ARTD 101	2-D Design I	3
ARTD 102	3-D Design I	3
ARTD 150	Color Theory	3
ARTD 155	4-D Design I	3
ARTW 101	Drawing I	3
ARTW 151	Drawing II	3
		Total: 18 Credits

Graphic Design Sequence		Credits:
ARTC 201	Computer Graphics I*	3
ARTC 251	Computer Graphics II*	3
ARTC 301	Computer Graphics III*	3
ARTG 201	Graphic Design I	3
ARTG 251	Graphic Design II	3
ARTG 301	Graphic Design III	3
ARTG 302	Typography	3
ARTG 303	Illustration	3
ARTG 351	Package Design	3
ARTG 352	Editorial Design	3
ARTG 401	Advertising Design Problems	3
ARTG 402	Book Design	3
ARTG 451	Portfolio	3
		Total: 39 Credits
* All computer graphics courses require department permission prior to registration.		
Studio Options (choose three)		Credits:
ARTP 201	Painting I	3
ARTR 201	Printing I	3
ARTS 201	Sculpture I	3
ARTW 201	Drawing III	3
ARTW 251	Drawing IV	3
ARTY 201	Photography I	3
		Total: 9 Credits
Art History		Credits:
ARTH 101	Art History I	3
ARTH 151	Art History II	3
ARTH 201	Art History III	3
		Total: 9 Credits
Department Electives		Credits:
	Choose fine arts courses in consultation with advisor	3
Electives		Credits:
	Choose electives in consultation with advisor	14
Total Required Credits: 128		

# English and Speech



The Bachelor of Arts in English prepares graduates to be creative thinkers and articulate workers in the changing world of the 21st century. Students take core and advanced classes in literature and culture, drama, and/or professional writing. The rigorous and structured curriculum offers students the opportunity to pursue their own professional interests and to personally shape their education through work in a second field and through the opportunity to take a large number of elective courses. The curriculum reflects attention to multiculturalism and takes advantage of NYIT's strengths in using computers to teach professional writing, multimedia, and theater, as well as literature.

NYIT's distinctive English program incorporates technology of all kinds into the education process. While students meet routinely in conventional classes, they also use computers and emerging technologies throughout their study. Many of their courses meet in "computer classrooms" and distance learning labs supported by NYIT's fiber optic network.

Employment opportunities for English majors have traditionally been excellent. The skills and flexibility the study of English provides is an asset in our changing economy and world. The world economy will demand an ever-greater number of candidates with strong writing, editing, and speaking skills, as well as computer literacy, software skills, and Internet training. The NYIT English program helps students develop not only intellectual skills and cultural literacy, but also applied critical thinking, graphic communication, and computer application competencies. NYIT English majors develop a competitive edge.

Bachelor of Arts students register for 36 credits of core curriculum courses, 30 credits of English courses beyond the freshman/sophomore level, 24 credits of liberal arts electives, and 30 general elective credits. In the English area, students take five required core courses in English plus 15 credits (five courses) in one of three areas: literature and culture, drama, and professional writing. The B.A. in English is offered at NYIT's Long Island (Old Westbury) and New York City (Manhattan) campuses, and courses taken at either campus apply toward the degree. Minors in [Literature and Culture](#) and [Technical and Professional Communication](#) are also available for undergraduates studying other majors.

---

*This program follows our general admission requirements.*

## Application Materials

Completed application

\$50 nonrefundable application fee

Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.

Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.

NYIT SAT Code: 2561, NYIT ACT Code: 2832

Two letters of recommendation



300–350 word essay on one of the following topics:  
Tell us about your career goals and why attending NYIT would further these goals.  
Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

# Curriculum Requirements for Bachelor of Arts in English

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3XX	Professional Communication choice	3
		Total: 18 Credits

Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

Math and Science		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

Required English Core		Credits:
LITR 420	Literature Survey	3
LITR 430	Major Author	3
LITR 440	Multicultural Literature	3
LITR 450	Special Topics in Literature	3
LITR 460	Capstone Seminar	3
		Total: 15 Credits

**Subspecialty Courses:** Students select 15 credits from one of three subspecialties: literature and culture, drama, or professional writing.

<b>Literature and Culture</b>		Credits:
LITR 310	Modern Poetry	3
LITR 315	Modern Drama	3
LITR 320	Shakespeare	3
LITR 330	Survey of World Literature	3
LITR 331	Art of the Novel	3
LITR 340	African American Literature	3
LITR 341	20th-Century American Literature	3
LITR 342	19th-Century American Literature	3
LITR 360	Irish Literature	3
LITR 410	Literature Seminar	3
		Total: 15 Credits

<b>Drama</b>		Credits:
LITR 315	Modern Drama	3
LITR 320	Shakespeare	3
LITR 410	Literature Seminar (drama topics)	3
THEA 110	Intro to Theater Arts	3
THEA 210	Principles of Acting	3
THEA 260	Advanced Acting	3
THEA 265	Workshop in Theatrical Performance	2
THEA 270	Workshop in Theatrical Performance	3
THEA 275	Workshop in Theatrical Performance	4
		Total: 15 Credits

**Note:** In fulfilling the drama subspecialty, students may choose a maximum of 6 acting/performance credits; additional credits may be taken as part of the student's pool of elective credits.

<b>Professional Writing</b>		Credits:
SPCH 205	Professional Speaking	3
WRIT 210	Workshop in Publication	2
WRIT 220	Workshop in Publication	3
WRIT 230	Workshop in Publication	4
WRIT 335	Writing for Publication	3
WRIT 351	Advanced Technical Writing	3
WRIT 355	Advanced Writing and Editing	3
WRIT 360	Seminar Professional Writing	3
WRIT 363	Writing for the Web	3
WRIT 366	Survey of Technical and Professional Document Production	3

WRIT 415	Internship in Technical and Professional Writing	3
		Total: 15 Credits
<b>Electives</b>		Credits:
	Liberal Arts Electives <sup>1</sup>	24
	Electives <sup>1</sup>	30
(1) Electives are chosen in consultation with faculty advisors.		
No single course can satisfy two or more requirements.		
Total credits required: 120		

# Curriculum Requirements for Technical Writing Certificate Program

## Major Requirements

<b>Foundation Class</b>		Credits:
FCWR 304	Communication for Technical Professions*	3
		Total: 3 Credits
* Although FCWR 304 is preferred, other professional writing courses are also acceptable.		
<b>Intermediate Level*</b>		Credits:
DGIM 101	Introduction to Digital Imaging	3
WRIT 366	Survey of Technical and Professional Document Production	3
		Total: 6 Credits
* <b>Prerequisite:</b> FCWR 304 or any Professional Writing Course		
<b>Advanced Level</b>		Credits:
WRIT 351	Advanced Technical Writing	3
WRIT 363	Writing for the Web	3
		Total: 6 Credits
<b>Advanced Course (choose one of the following)</b>		Credits:
LITR 240	The Art of Prose: Scientific and Technical Literature	3
SPCH 205	Professional Speaking and Advanced Oral Communication	3
WRIT 220	Workshop in Publication	3
WRIT 355	Advanced Writing and Editing Techniques	3



WRIT 360	Seminar in Professional Writing	3
WRIT 415	Internship in Technical and Professional Writing	3
		Total: 3 Credits

Students seeking to earn a Certificate in Technical Writing are required to complete 18 credits of coursework in the technical writing/professional communications area. Students from any major can opt for the Technical Writing Certificate. It is also open to working professionals, who can take the classes on a part-time basis.

**NOTE**

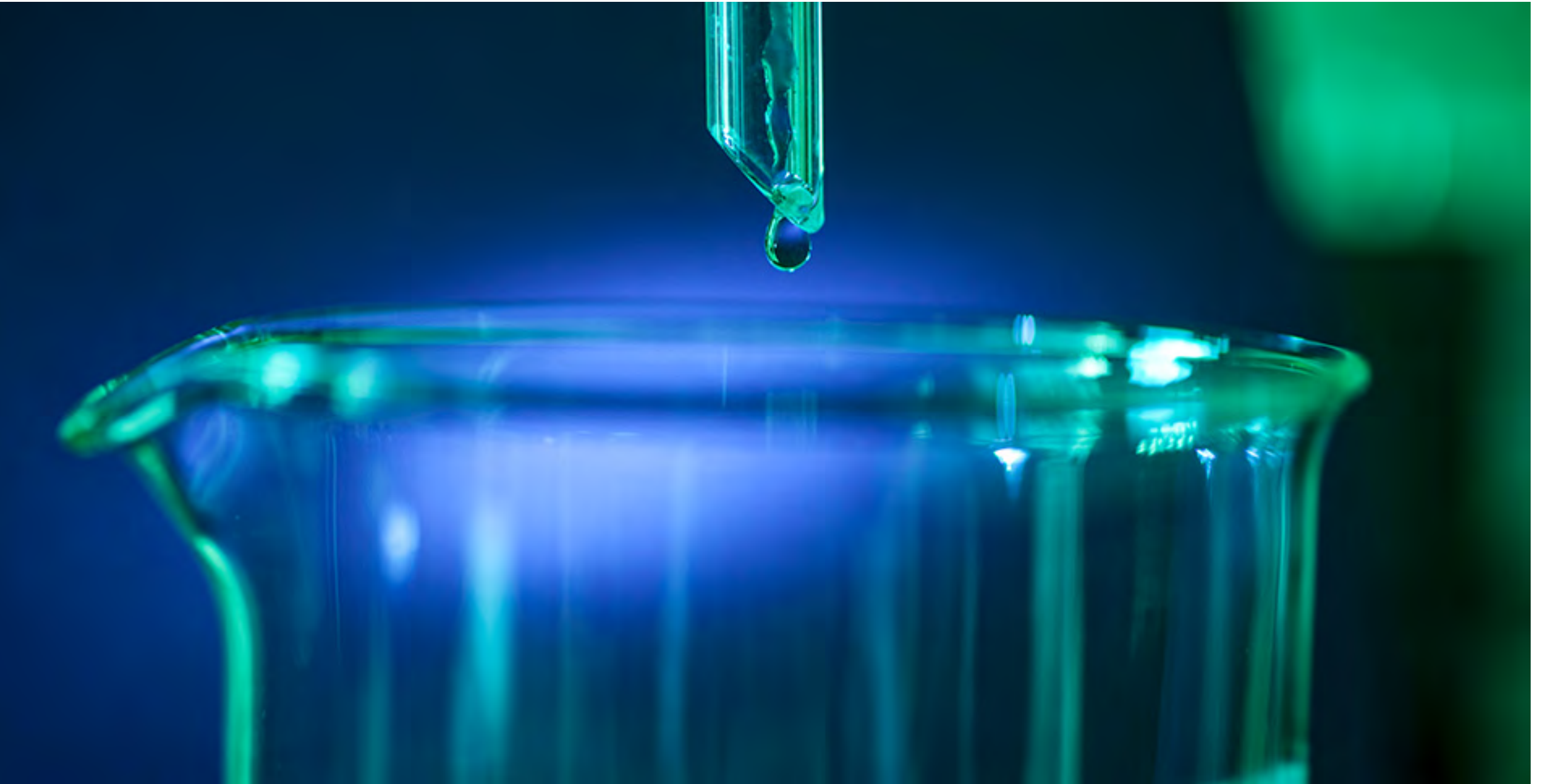
1) A student may earn up to three credits by challenging for life experience.

2) Those entering the program without sufficient technical background must take six additional credits in a technical area. Members of the faculty will determine what constitutes an appropriate background.

**Total Required Credits: 18**

College of Arts and Sciences

# Life Sciences



Life Sciences encompass several areas of study concerned with how living organisms function, survive, adapt, and evolve. Biology and chemistry are the core disciplines from which additional subfields arise, including biotechnology, biochemistry, biomedical engineering, physiology, and cell and molecular biology. People in these fields include physicians and other health care professionals, college professors, researchers, chemists, laboratory technicians, biomedical engineers, biologists, and K–12 science teachers. They begin their education by studying general life sciences or one of its more specialized subfields.

NYIT’s Department of Life Sciences offers a variety of degree options as well as combined educational programs to train and prepare students to enter the exciting world of life sciences and medical fields. Our faculty members actively conduct research in various fields, such as molecular and cellular biology, biochemistry, genetics, microbiology, and animal behavior. Faculty are specialized in areas such as genome engineering with CRISPR-Cas9, neural circuits and behavior, cell death, stereochemistry and chirality in drug design, bone regeneration, cancer biology and chemoprevention, brain diseases and drug design, as well as modified RNA and multistranded DNA in disease states. Their research projects provide students with broad hands-on training opportunities.

Our goal is to create a stimulating learning environment committed to providing NYIT students with a highly interactive educational environment and

many research experiences. Our majors fulfill all the requirements for entrance to medical school, or to pursue graduate studies in dentistry, podiatry, veterinary medicine, and other areas, and contain a core curriculum in humanities.

Our Bachelor of Science in Biology is comprised of coursework in anatomy, physiology, biochemistry, microbiology, genetics, cell biology, evolutionary biology, general and organic chemistry, physics, and calculus. Upon graduation, you will be prepared to enter various biomedical fields. Our Bachelor of Science in Biology with a concentration in Molecular Biology will allow you to focus specifically on biological processes at the molecular level to be qualified for graduate research programs or employment in the biomedical research industry.

Our Bachelor of Science in Biotechnology is comprised of courses in biology, microbiology, virology, genetics and genetic engineering, cell biology, bioprocessing, organic chemistry, environmental chemistry, pharmaceutical chemistry, biotechnology, physics, calculus, and even entrepreneurial technology and innovation management. Upon graduation, you’ll be prepared to meet the growing demand for professionals with a knowledge of biotechnology.

Our Bachelor of Science in Chemistry comprises coursework in progressive levels of general chemistry, organic chemistry, quantitative and instrumental analysis, physical chemistry, biochemistry, physics, and mathematics, and a selection of electives.

Our Bachelor of Science in Life Sciences, with its focus on Biomedical Engineering, will introduce you to the ideas, methodologies, and technologies involved in leveraging core biological principles to solve a vast spectrum of medical problems. The curriculum includes courses in calculus-based mathematics; biology courses including anatomy, physiology, biochemistry, cell biology, genetic engineering, biomedical physics, and general and organic chemistry.

- [Biology](#)
- [Biology, with a Concentration in Molecular Biology](#)
- [Biotechnology](#)
- [Chemistry](#)
- [Biomedical Engineering](#)
- [B.S./D.O. – Combined Bachelor of Science in Life Sciences/Doctor of Osteopathic Medicine](#)
- [B.S./D.P.T. – Combined Bachelor of Science in Life Sciences, Physical Therapy Option/Doctor of Physical Therapy](#)
- [B.S./M.S. – Combined Bachelor of Science in Life Sciences, Physician Assistant Option/Master of Science in Physician Assistant Studies](#)

## Bachelor of Science Programs

The Department of Life Sciences offers several majors, including biology, biology with a concentration in molecular biology, biotechnology, chemistry, and biomedical engineering.

The flexible curriculum comprises a required core of basic studies in pertinent sciences, engineering, and the humanities, as well as advanced courses in chemistry, biology, and engineering that include a selection of electives to fulfill each student’s baccalaureate goals. In addition, each of our degree programs enables students to fulfill all course requirements for entrance to medical and osteopathic schools.

### Curriculum Requirements

- [Biology](#)
- [Biology, with a Concentration in Molecular Biology](#)
- [Biotechnology](#)
- [Chemistry](#)
- [Biomedical Engineering](#)

*All of the Bachelor of Science programs follow our general admission requirements.*

### Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
  - NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

---

## Combined Programs

In addition, the Department of Life Sciences also offers a number of combined degree programs:

Bachelor of Science in Life Sciences/Doctor of Osteopathic Medicine, B.S./D.O.

Bachelor of Science in Life Sciences/Doctor of Physical Therapy, B.S./D.P.T.

Bachelor of Science in Life Sciences/Master of Science in Physician Assistant Studies, B.S./M.S.

[View undergraduate admissions requirements](#)

## **B.S./D.O. – Bachelor of Science in Life Sciences/Doctor of Osteopathic Medicine**

This accredited program is for talented, highly motivated students. After completing their baccalaureate preparation in three years, they may be admitted directly into [NYIT College of Osteopathic Medicine](#), which requires four years to complete the Doctor of Osteopathic Medicine. The Bachelor of Science in Life Sciences is conferred upon successful completion of the student’s first year of medical school.

### **Admission Requirements**

First Year

Minimum combined SAT score of 1270 (critical reading and math only) or ACT score of 28

Minimum high school average of 90

High class standing

This program does not accept undergraduate transfer students.

### **Application Materials**

Completed application

\$50 nonrefundable application fee

Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.

Official SAT (critical reading and math only) or ACT test scores

NYIT SAT Code: 2561, NYIT ACT Code: 2832

Two letters of recommendation

300–350 word essay on your desire to work in the field of osteopathic medicine

### **Progression to the D.O. program**

To enter NYIT College of Osteopathic Medicine, students must complete a personal interview and application, including these criteria:

1. GPA  
All NYIT B.S./D.O. students must maintain a cumulative and semester 3.5 GPA in the program.  
If a student falls below the cumulative and/or semester 3.5 GPA, she/he will be placed on probationary status. Only one probation is allowed.  
If a student fails to achieve the 3.5 cumulative and semester GPA in the semester following probation, she/he will automatically be dismissed from the B.S./D.O. program.  
If a student falls below the cumulative and/or semester 3.5 GPA for a second time, she/he will be dismissed from the program.
2. MCAT score within median range of NYIT’s preceding College of Osteopathic Medicine class
3. Favorable letters of recommendation from NYIT’s departmental B.S./D.O. committee
4. Application package submitted by February 1 prior to August start (must include MCAT score)
5. Supportive interview from NYIT College of Osteopathic Medicine admissions committee

### **Curriculum Requirements**

[Combined Bachelor of Science in Life Sciences/Doctor of Osteopathic Medicine Program](#)

## **B.S./D.P.T. – Combined Bachelor of Science in Life Sciences, Physical Therapy Option/Doctor of Physical Therapy**

This six-year program includes a three-year phase of pre-professional courses and a three-year professional phase. It is accredited by the Commission on Accreditation in Physical Therapy. The combined degree program is designed for high school seniors who wish to be admitted to the professional Doctor of Physical Therapy program following completion of three years of undergraduate work.

### **Admission Requirements**

First Year

Minimum combined SAT score of 1170 (critical reading and math only) or ACT score of 24



Minimum high school average of 90  
100 hours of volunteer or paid experience under the direct supervision of a physical therapist. The hours must be completed at the time of application.

This program does not accept undergraduate transfer students.

### **Application Materials**

Completed application  
\$50 nonrefundable application fee  
Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.  
Official SAT (critical reading and math only) or ACT test scores  
NYIT SAT Code: 2561, NYIT ACT Code: 2832

Two letters of recommendation

300–350 word essay on your desire to work in the field of physical therapy

### **Progression to the D.P.T. program**

To successfully transition into the professional phase of the curriculum, pre-professional students must meet certain standards:

Submit an application through the [Physical Therapy Centralized Application Service \(PTCAS\)](#)  
3.2 overall cumulative GPA  
No science or math grade lower than B  
Only one math or science course can be retaken one time to achieve the required grade

No grade of D or F in any course

100 hours of volunteer or paid experience under the direct supervision of a physical therapist each year of undergraduate study. Documentation must be submitted to the Department of Physical Therapy by May 20 of each year.

Recommendation from the NYIT Physical Therapy admissions committee

The B.S. in Life Sciences is conferred upon successful completion of the first professional year of the [Doctor of Physical Therapy program](#). Each student must complete the undergraduate portion of the curriculum within 3.5 years. If a student needs to take a leave of absence from the undergraduate phase of the curriculum, extenuating circumstances will be considered and upon departmental approval, she/he may be admitted into the professional phase when prerequisite coursework is completed. If prerequisite coursework cannot be completed in the 3.5-year time frame, the student must change to an alternate major and apply for admission through the Physical Therapy Centralized Application Service for entry as a graduate student.

Two semesters of organic chemistry with lab work are required for admission to medical schools and most other professional and graduate programs in the health professions, behavioral, and life sciences fields. In addition, employment in the life sciences field usually requires knowledge of organic chemistry and biochemistry at a level greater than that offered by the single semester of bio-organic chemistry (CHEM 215). We recommend that students who do not complete the B.S./D.P.T. take CHEM 210/250 and BIO 340.

### **Curriculum Requirements**

[B.S./D.P.T. – Combined Bachelor of Science in Life Sciences, Physical Therapy Option/Doctor of Physical Therapy](#)

### **B.S./M.S. – Combined Bachelor of Science in Life Sciences, Physician Assistant Studies Option/Master of Science in Physician Assistant Studies**

This six-year program includes three years of undergraduate courses in the B.S. in Life Sciences curriculum, followed by three years in the M.S. in the [Physician Assistant Studies program](#), which provides professional education for an entry-level position in the field of study. The program is designed for exceptional high school students who wish to be admitted to the master’s program.

### **Admission Requirements**

First Year

Minimum combined SAT score of 1170 (critical reading and math only) or ACT score of 24  
Minimum high school average of 90

This program does not accept undergraduate transfer students.

### **Application Materials**

Completed application  
\$50 nonrefundable application fee  
Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official

transcripts must be received prior to the start of your first semester.  
Official SAT (critical reading and math only) or ACT test scores  
NYIT SAT Code: 2561, NYIT ACT Code: 2832

Two letters of recommendation

300–350 word essay on your desire to work in the field of physician assistant studies

Progression to the M.S. program

To advance to the master-level professional phase, students must meet these admissions criteria:

- Submit an application through the [Centralized Application Service for Physician Assistants \(CASPA\)](#). This application includes:
  - Completion of at least 100 hours of verifiable direct patient healthcare experience
  - Three professional letters of recommendation, including at least one from a health care practitioner with D.O., M.D., or P.A. credentials

Minimum 3.0 cumulative GPA

Complete prerequisite undergraduate courses

No math or science grade lower than B-

Only one math or science course can be retaken one time to achieve the required grade

In-person progression evaluation and recommendation from the program director

Fulfillment of [Technical Standards of the Physician Assistant Studies program](#)

The Bachelor of Science in Life Sciences is conferred upon successful completion of the first year of the [Master of Science in Physician Assistant Studies program](#). Students not accepted into the program’s professional phase must complete the requirements for another life sciences option to receive a baccalaureate degree.

Graduates of the master’s degree program are eligible to take the Physician Assistant National Certification Examination administered by the National Commission on Certification of Physician Assistants. All states require applicants for physician assistant licensure to pass the certification examination. NYIT’s program is accredited by the Accreditation Review Commission on Education for the Physician Assistant.

Curriculum Requirements

[B.S./M.S. – Combined Bachelor of Science in Life Sciences, Physician Assistant Option/Master of Science in Physician Assistant Studies](#)

College of Arts and Sciences Curriculum

Curriculum Requirements for B.S. in Biology

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: College Composition	3
FCWR 151	Writing II: Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCIQ 101	Foundations of Inquiry	3
FCSC 101	Foundations of Scientific Process	3
FCWR 302	Communication for Healthcare Careers	3
	— OR —	
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits

Seminars		Credits:
ICBS 3XX	Behavioral Science choice	3
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science / Economics choice	3
		Total: 12 Credits

Mathematics and Science		Credits:
MATH 141	Precalculus	4
BIOL 110	General Biology I	4
		Total: 8 Credits

### Major Requirements

Biology		Credits:
BIOL 150	General Biology II	4
BIOL 220	Comparative Anatomy	4
BIOL 235	Microbiology	4
BIOL 311	Comparative Animal Physiology	4
BIOL 335	Genetics	4
BIOL 340	Biochemistry	4
BIOL 395	Introduction to Research Design	3
BIOL 431	Cell Biology	4
BIOL 435	Evolutionary Biology	3
		Total: 34 Credits

Chemistry		Credits:
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 210	Organic Chemistry I	4
CHEM 250	Organic Chemistry II	4
		Total: 16 Credits

Mathematics		Credits:
MATH 170	Calculus I	4
MATH 180	Calculus II	4
		Total: 8 Credits

Physics		Credits:
PHYS 170	General Physics I	4



	— OR —	
PHYS 175	General Physics for Pre-Med I	5
PHYS 180	General Physics II	4
	— OR —	
PHYS 185	General Physics for Pre-Med II	5
		Total: 8–10 Credits
General Electives		Credits:
	Consult with advisor on any Electives	9
Science Electives		Credits:
	Consult with advisor on any Electives	14–16
Total Required Credits: 127–129		

# Curriculum Requirements for B.S. in Biology, Molecular Biology Concentration

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: College Composition	3
FCWR 151	Writing II: Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCIQ 101	Foundations of Inquiry	3
FCSC 101	Foundations of Scientific Process	3
FCWR 302	Communication for Healthcare Careers	3
	—OR—	
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits
Seminars		Credits:
ICBS 3XX	Behavioral Science choice	3
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science / Economics choice	3
		Total: 12 Credits
Mathematics and Science		Credits:

MATH 141	Precalculus	4
BIOL 110	General Biology I	4
		Total: 8 Credits

## Major Requirements

<b>Biology</b>		Credits:
BIOL 150	General Biology II	4
BIOL 220	Comparative Anatomy	4
BIOL 235	Microbiology	4
BIOL 311	Comparative Animal Physiology	4
BIOL 335	Genetics	4
BIOL 340	Biochemistry	4
BIOL 395	Introduction to Research Design	3
BIOL 431	Cell Biology	4
BIOL 435	Evolutionary Biology	3
		Total: 34 Credits

<b>Chemistry</b>		Credits:
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 210	Organic Chemistry I	4
CHEM 250	Organic Chemistry II	4
		Total: 16 Credits

<b>Mathematics</b>		Credits:
MATH 170	Calculus I	4
MATH 180	Calculus II	4
		Total: 8 Credits

<b>Physics</b>		Credits:
PHYS 170	General Physics I	4
PHYS 180	General Physics II	4
		Total: 8 Credits

<b>General Electives</b>		Credits:
	Consult with advisor on any Electives	9

<b>Molecular Biology Requirement</b>		Credits:
BIOL 336	Molecular Biology	4

<b>Molecular Biology Electives (choose three*)</b>		Credits:
BIOL 331	Virology	3
BIOL 341	Genetic Engineering	3
BIOL 346	Immunology	3
BIOL 450	Bioinformatics and Functional Genomics	3
BIOL 456	Pharmacology	3
BIOL 461	Cancer Biology	3
BIOL 493	Independent Research III	4
BIOL 494	Independent Research IV	4
		Total: 10–11 Credits
* Students must take at least one 4-credit class as part of their electives.		
<b>Total Required Credits: 127–128</b>		

# Curriculum Requirements for the Bachelor of Science in Biotechnology

## Discovery Core

<b>Foundations</b>		Credits:
FCWR 101	Writing I: College Composition	3
FCWR 151	Writing II: Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCIQ 101	Foundations of Inquiry	3
FCSC 101	Foundations of Scientific Process	3
FCWR 302	Communication for Healthcare Careers	3
	—OR—	
FCWR 304	Comm for Technical Professions	3
		Total: 18 Credits
<b>Seminars</b>		Credits:
ICBS 3XX	Behavioral Science choice	3
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science/Economics choice	3
		Total: 12 Credits
<b>Mathematics and Science</b>		Credits:



MATH 141	Precalculus	4
BIOL 110	General Biology I	4
		Total: 8 Credits

### Major Requirements

<b>Biology</b>		Credits:
BIOL 150	General Biology II	4
BIOL 235	Microbiology	4
BIOL 331	Virology	3
BIOL 335	Genetics	4
BIOL 340	Biochemistry	4
BIOL 341	Genetic Engineering	3
BIOL 355	Recombinant DNA Lab	3
BIOL 395	Introduction to Research Design	3
BIOL 431	Cell Biology	4
BIOL 441	Contemporary Biotechnology	3
BIOL 442	Bioprocessing	3
BIOL 493	Independent Research III	4
BIOL 494	Independent Research IV	4
		Total: 46 Credits
<b>Chemistry</b>		Credits:
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 210	Organic Chemistry I	4
CHEM 250	Organic Chemistry II	4
CHEM 320	Environmental Chemistry	3
CHEM 420	Pharmaceutical Chemistry	3
		Total: 22 Credits
<b>Mathematics</b>		Credits:
MATH 161	Applied Calculus	3
		Total: 3 Credits
<b>Management (choose one)</b>		Credits:
SBES 420	Entrepreneurial Technology and Innovation Mgmt	3
MRKT 102	Introduction to Marketing	3
		Total: 3 Credits

Physics		Credits:
PHYS 140	Physics for Life Sciences I	3
PHYS 141	Physics I Lab	1
PHYS 160	Physics for Life Sciences II	3
PHYS 161	Physics II Lab	1
		Total: 8 Credits
Science Electives		Credits:
	Consult with advisor on any Electives	3–4
Electives		Credits:
	Consult with advisor on any Electives	6
Total Required Credits: 129–130		

# Curriculum Requirements for B.S. in Chemistry

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: College Composition	3
FCWR 151	Writing II: Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCIQ 101	Foundations of Inquiry	3
FCSC 101	Foundations of Scientific Process	3
FCWR 302	Communication for Healthcare Careers	3
	— OR —	
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits
Seminars		Credits:
ICBS 3XX	Behavioral Science	3
ICLT 3XX	Literature	3
ICPH 3XX	Philosophy	3
ICSS 3XX	Social Science/Economics	3
		Total: 12 Credits
Mathematics and Science		Credits:

MATH 141	Precalculus	4
BIOL 110	General Biology I	4
		Total: 8 Credits

## Major Requirements

<b>Chemistry</b>		Credits:
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 210	Organic Chemistry I	4
CHEM 250	Organic Chemistry II	4
CHEM 310	Quantitative Analysis	4
CHEM 350	Instrumental Analysis	3
CHEM 395	Introduction to Research Design	3
CHEM 410	Physical Chemistry I	4
CHEM 450	Physical Chemistry II	4
CHEM 493	Independent Research III	4
CHEM 494	Independent Research IV	4
		Total: 42 Credits

<b>Biology</b>		Credits:
BIOL 340	Biochemistry	4
		Total: 4 Credits

<b>Mathematics</b>		Credits:
MATH 170	Calculus I	4
MATH 180	Calculus II	4
		Total: 8 Credits

<b>Mathematics (choose one)</b>		Credits:
MATH 235	Applied Statistics	3
MATH 310	Linear Algebra	3
		Total: 3 Credits

<b>Physics</b>		Credits:
PHYS 170	General Physics I	4
	— OR —	
PHYS 175	General Physics for Pre-Med I	5
PHYS 180	General Physics II	4
	— OR —	



PHYS 185	General Physics for Pre-Med II	5
		Total: 8–10 Credits
General Electives		Credits:
	Consult with advisor on any Electives	12
Science Electives		Credits:
	Consult with advisor on any Electives	9–12
Total Required Credits: 124–127		

# Curriculum Requirements for the Bachelor of Science in Life Sciences, Biomedical Engineering

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science choice	3
ICBS 3XX	Behavioral Science choice	3
		Total: 12 Credits
Math and Science		Credits:
MATH 170	Calculus I	4
PHYS 170	General Physics I	4
		Total: 8 Credits

Major Requirements

Life Sciences		Credits:
BIOL 110	General Biology I	4
BIOL 150	General Biology II	4
BIOL 210	Human Gross Anatomy	4
BIOL 310	Human Physiology	4
BIOL 340	Biochemistry	4
BIOL 431	Cell Biology	4
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 210	Organic Chemistry I	4
CHEM 250	Organic Chemistry II	4
		Total: 40 Credits
Biomedical Engineering Option		Credits:
BIOL/PHYS 365	Biomedical Physics	3
BIOL 341	Genetic Engineering	3
CHEM 310	Quantitative Analysis	4
CHEM 410	Physical Chemistry I	4
EENG 125	Fundamentals of Digital Logic	3
EENG 211	Electrical Circuits I	3
EENG 270	Introduction to Electronics Circuits	3
EENG 275	Electronics Lab I	1
EENG 310	Electronic Circuit Applications	3
EENG 315	Electronics Lab II	1
EENG 371	Microprocessors	3
		Total: 31 Credits
Computer Science		Credits:
CSCI 125	Computer Programming I	3
CSCI 185	Computer Programming II	3
		Total: 6 Credits
Mathematics		Credits:
MATH 180	Calculus II	4
MATH 260	Calculus III	4
MATH 320	Differential Equations	3
		Total: 11 Credits
Physics		Credits:

PHYS 180	General Physics II	4
PHYS 225	Introduction to Modern Physics	3
		Total: 7 Credits
Electives		Credits:
	Consult with advisor on any Electives	3
Total Required Credits: 136		

# Curriculum Requirements for Bachelor of Science in Life Sciences, Combined/Osteopathic Physician

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 302	Communication for Healthcare Careers	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science choice	3
ICBS 3XX	Behavioral Science choice	3
		Total: 12 Credits
Math and Science		Credits:
MATH 235	Applied Statistics	3
BIOL 315	Neuroscience	3
		Total: 6 Credits

## Major Requirements

Life Sciences		Credits:



BIOL 110	General Biology I	4
BIOL 150	General Biology II	4
BIOL 155	Osteopathic Principles and Practices	1
BIOL 220	Comparative Anatomy	4
BIOL 310	Human Physiology	4
BIOL 235	Microbiology	4
BIOL 335	Genetics	4
BIOL 340	Biochemistry	4
BIOL 425	Biomedical Research I	4
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 210	Organic Chemistry I	4
CHEM 250	Organic Chemistry II	4
		Total: 49 Credits

Life Sciences (choose one of the following)		Credits:
BIOL 241	Developmental Biology	4
BIOL 245	Histology	4
BIOL 431	Cell Biology	4
CHEM 310	Quantitative Analysis	4
		Total: 4 Credits

Mathematics		Credits:
MATH 170	Calculus I	4
MATH 180	Calculus II	4
		Total: 8 Credits

Physics		Credits:
PHYS 175	Physics for Pre-Med I	5
PHYS 185	Physics for Pre-Med II	5
		Total: 10 Credits

Electives		Credits:
Electives		8

**Total credits required: 115\***

\* When a student successfully completes the first year of NYITCOM, 13 credits completed at the medical school will be applied to the bachelor's degree. If a student does not successfully complete the first year of medical school, but has successfully completed some of the coursework, the student may complete a waiver to apply up to 13 successfully completed credits to the bachelor's degree.

# Curriculum Requirements for the Bachelor of Science in Life Sciences, Physical Therapy Option

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 302	Communication for Healthcare Careers	3
		Total: 18 Credits

Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science choice	3
ICBS 3XX	Behavioral Science choice	3
		Total: 12 Credits

Math and Science		Credits:
MATH 141	Precalculus	4
BIOL 110	General Biology I	4
		Total: 8 Credits

## Major Requirements

Life Sciences		Credits:
BIOL 150	General Biology II	4
BIOL 210	Human Gross Anatomy	4
BIOL 310	Human Physiology	4
BIOL 235	Microbiology	4
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 215	Bio-Organic Chemistry	4
		Total: 28 Credits

Behavioral Sciences		Credits:

PSYC 101	Introductory Psychology	3
PSYC 210	Statistical Analysis	4
PSYC 310	Abnormal Psychology	3
		Total: 10 Credits
<b>Mathematics</b>		Credits:
MATH 161	Basic Applied Calculus	3
		Total: 3 Credits
<b>Physics</b>		Credits:
PHYS 140	Physics for Life Sciences I	3
PHYS 141	Physics I Laboratory	1
PHYS 160	Physics for Life Sciences II	3
PHYS 161	Physics II Laboratory	1
		Total: 8 Credits
<b>Electives</b>		Credits:
	Consult with advisor on any electives	3
<b>B.S. degree credits to be completed within the Doctor of Physical Therapy program</b>		Credits:
PHTH 601	Introduction to Physical Therapy	1
PHTH 603	Gross Anatomy	5
PHTH 605	Kinesiology	4
PHTH 607	Neuroscience	3
PHTH 610	Biomechanics	2
PHTH 615	Modalities	3
PHTH 620	Massage	1
PHTH 626	Physical Therapy Practice I	4
PHTH 630	Motor Learning	2
PHTH 635	Rehab/ADL	2
PHTH 640	Administration and Delivery of Health Care	2
PHTH 645	Seminar in Physical Therapy I	1
PHTH 650	Seminar in Physical Therapy II	4
PHTH 655	Prosthetics and Orthotics	2
PHTH 665	Pathophysiology	3
		Total: 39 Credits
<b>Total Required Credits: 129</b>		



# Curriculum Requirements for Bachelor of Science in Life Sciences, Physician Assistant Studies Option

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 302	Communication for Healthcare Careers	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science choice	3
ICBS 3XX	Behavioral Science choice	3
		Total: 12 Credits
Math and Science		Credits:
MATH 141	Precalculus	4
BIOL 110	General Biology I	4
		Total: 8 Credits

## Major Requirements

Life Sciences		Credits:
BIOL 150	General Biology II	4
BIOL 210	Human Gross Anatomy	4
BIOL 235	Microbiology	4
BIOL 245	Histology	4
BIOL 310	Human Physiology	4
BIOL 312	Pathophysiology	3
BIOL 335	Genetics	4
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 215	Bio-Organic Chemistry	4

		Total: 39 Credits
Behavioral Sciences		Credits:
PSYC 101	Introductory Psychology	3
PSYC 210	Statistical Analysis	4
PSYC 310	Abnormal Psychology	3
		Total: 10 Credits
Physics		Credits:
PHYS 140	Physics for Life Sciences I	3
PHYS 141	Physics I Laboratory	1
		Total: 4 Credits
Electives		Credits:
	Consult with advisor on any electives.	3
Undergraduate Required Credits: 94		
B.S./M.S. students must complete the first year of the professional phase of the Master of Science in Physician Assistant Studies program to be awarded a B.S.		
Total Required Credits for Degree: 120		

## Minor in Civic Engagement





The Minor in Civic Engagement promotes the values central to higher education in democracies, including fostering a respect for diverse perspectives, freedom of speech and assembly, diplomacy, and representative governance. This minor will prepares students for the inevitable connection between a successful professional life and active participation in public life. Civic engagement enhances professional identity and prospects, and the networking opportunities provided in the minor align with the values and goals connected to NYIT’s mission, including that our graduates will “contribute to local and global communities through social and professional relationships.” In their public and private lives, students encounter an increasingly polarized public sphere in which we find credibility and accountability frequently questioned, and they require an education that fosters critical thinking and exchange over ideological orthodoxy and intolerance to diverse views.

Large proportions of employers agree that that all students, regardless of their chosen field of study, should gain an understanding of democratic institutions and values; take courses that build the civic knowledge, skills, and judgment essential for contributing to a democratic society; acquire broad knowledge in the liberal arts and sciences; and gain intercultural skills and an understanding of societies outside the United States. Our Minor in Civic Engagement allows students to articulate and activate this strength through experiential learning with community partners and solid academic grounding in the historical, creative, political, and scientific issues connected to their selected civic engagement interest. The minor will provide transferable skills that will enhance their attractiveness to future employers. Students can design a plan with coursework and experiential learning projects suitable for professional and personal goals and values. These skills include networking, problem solving, teamwork, cultural competency, commitment to continuous self examination, relationship building, and integrated leadership.

The Civic Engagement minor fulfills a desire for service learning programs with strong connection to academic coursework by providing a problem-solving, community-based education informed by a solid background in social theory, history, technology, and culture. The minor is open to students of all majors. In addition to taking one three-credit ICLT course to satisfy the [Core Curriculum requirement](#) and a writing workshop capstone course, students will take one additional course from each of three areas: Creative/Cultural Expression, History/Politics/Government, and Science/Technology, for a total of 15 credits.

College of Arts and Sciences Curriculum

# Curriculum Requirements for Minor in Civic Engagement

## Minor Requirements

Required Course		Credits:
ICLT 332	Speaking Truth to Power: Life Writing and	3



	Civic Engagement	
Creative/Cultural Expression		Credits:
	Consult with advisor on elective course choices in this area	3
History/Politics/Government		Credits:
	Consult with advisor on elective course choices in this area	3
Science/Technology		Credits:
	Consult with advisor on elective course choices in this area	3
Capstone Course		Credits:
WRIT 220	Workshop in Publication	3
Total Required Credits = 15		

College of Arts and Sciences

# Graphic Design Minor



## What is a minor in graphic design and why is it important?

Graphic Design has emerged as an important asset in many industry sectors, including digital arts, communications and media production, architecture, business, computer science, and engineering. In these various contexts, design enhances communication through sophisticated and entertaining visual formats. Contemporary examples include social media and web platforms, which utilize animated graphics, typography, background, color palette, and

layout to effectively present information. Entrepreneurs and product designers develop an ideation process in order to translate an object's functionality into a distinctive, memorable, and pleasing user experience. The success of a presentation—whether in a business environment or classroom—depends on a sophisticated presentation incorporating motion graphics, typography, and stylized look or feel.

Technological advancements including augmented reality and rapid prototyping present further opportunity for innovating the way that a product is delivered, sold, and experienced. Through the HIVE (Home of Innovation, Visualization, and Exploration), graphic design students will have access to advanced visualization tools to push the possibilities of any design goal.

The Graphic Design Minor is designed to provide students from across the university visual communication strategies, digital manipulation skills, and fundamental knowledge of industry standards, technologies, and terminologies, along with creative thinking and problem solving. This minor is in line with the NYIT mission of offering career-oriented, professional education.

**Upon successful completion of the Minor in Graphic Design, students will be able to:**

- 1. Apply principles of visual organization to information in the context of their discipline
- 2. Present visual content in effective and aesthetically pleasing ways
- 3. Generate media that will help explore, develop, and refine their communications
- 4. Demonstrate diverse knowledge and skills required to perform professionally in an evolving creative work environment

The Graphic Design Minor is open to all majors. Candidates do not need to present a portfolio to show proficiency in Adobe programs. The minor will consist of 15 credits made up of the four core courses\* and one elective.

\* Courses from other NYIT majors can be considered acceptable substitutes for the Graphic Design Minor's required courses. For the substitution(s) to be considered, the student must earn at least a grade of "C" in the course considered for the substitution. Students who wish to request a course substitution should contact the [Digital Arts and Design Department](#) Chair.

# Curriculum Requirements for the Minor in Graphic Design

## Minor Requirements

Minor Course Requirements		Credits:
ARTC 201	Computer Graphics I	3
ARTD 150	Color Theory	3
ARTG 201	Graphic Design I	3
ARTG 302	Typography	3
		Total: 12 Credits
Elective Courses (choose one)		Credits:
ARTD 101	2-D Design	3
ARTG 251	Graphic Design II	3
ARTG 260	Web Design	3
ARTG 310	Advanced Typography	3
ARTG 351	Package Design	3
ARTG 352	Editorial Design	3
ARTG 401	Advertising Design Problems	3
ARTG 403	Branding	3
ARTG 404	Information Design	3
		Total: 3 Credits



# Minor in Literature and Culture



The [Department of English and Speech](#) offers a Minor in Literature and Culture that will complement many majors across all schools.

While expanding students' horizons through extensive reading and engagement in the historical and cultural contexts of written texts, this minor will allow students to develop key skills employers desire, such as critical thinking, analysis, cultural awareness, and written and oral communication. The designation of a Minor in Literature and Culture will be a mark of a well-rounded candidate with additional proficiencies.

The Minor in Literature and Culture consists of 15 credits and is open to students of all majors. In addition to taking one three-credit ICLT course to satisfy the [Core Curriculum requirement](#), students in the minor take four more 300-level courses from among the Literature Core, one of which may be a creative writing course.

Students taking the Minor in Literature and Culture will be engaged beyond their major discipline in keeping with the learning goals of NYIT:

- Achieve proficiency in oral and written communication, critical analysis, and technological and information literacy.
- Integrate academic and cocurricular learning to explore concepts and questions that bridge disciplines, professions, and cultures.
- Formulate evidence-based and ethical courses of action or conclusions to address challenges and problems.
- Engage with, respond to, and reflect on political, social, environmental, and economic challenges at local, national, and global levels.
- Develop self-efficacy, professionalism, creativity, and an innovative spirit.

The Minor in Literature and Culture will prepare students for long-term success by exposing them to traditions and issues in different cultures, training them to consider multiple perspectives, familiarizing them with narrative/storytelling conventions relevant to many industries (such as marketing, film-making, gaming, and social work), and improving their overall communication abilities.

## Curriculum Requirements for Minor in Literature and Culture

### Minor Requirements

--	--



Electives (choose five)		Credits:
ICLT 300	Core Seminar in Literature	3
ICLT 301	Contemporary American Immigrant Literature	3
ICLT 302	Strange Creations: Literature, Intelligent Technology, and Ethics	3
ICLT 303	On the Visionary Frontier: Science Fiction and its Cultural Significance	3
ICLT 304	Children's Literature	3
ICLT 305	America, the Promised Land: Religious Vision or Material Dream?	3
ICLT 306	American Nervousness: Mental Health and Madness in American Literature and Culture	3
ICLT 307	Narnia, Middle Earth, and Beyond: Fantasy Realms in Literature	3
ICLT 308	American Contemporary Poetry: Self, Society, World	3
ICLT 309	Literary Journalism of the 1960s	3
ICLT 310	"Neoyorquinos!" Latino Culture in New York	3
ICLT 311	What Was Modernism? Literature and Culture of the Early Twentieth Century	3
ICLT 312	Shakespeare: Old World Meets New	3
ICLT 314	Make a New World! Modern Drama as Political Protest and Social Prophecy	3
ICLT 315	Revolution! From Within and Without: The Art and Literature of Social Change	3
ICLT 316	Literature and Medicine	3
ICLT 317	Gothic Literature and the Aesthetics of Excess, Transgression, and Transcendence	3
ICLT 318	Romantic Literature and the Emerging Sciences of the Mind and Life	3
ICLT 319	The Simple Art of Murder: the Literature of Detection and the Private "I"	3
ICLT 320	Global Literature and Human Rights	3
ICLT 321	LGBT Literature	3
ICLT 322	New York Literature	3
ICLT 323	Irish Literature	3
ICLT 324	Toil and Trouble: The Literature of Work	3
ICLT 325	Cityscapes: The City in World Literature	3
ICLT 326	Travel Literature: Explorations in Cultural Exchange	3
ICLT 327	Rites of Passage: The Literature of Initiation	3
WRIT 335	Writing for Publication	3
One three-credit ICLT course will be used to satisfy the <a href="#">Core Curriculum</a> requirement. Students take four additional courses from among the Literature Core, one of which may be a creative writing course.		
Total Minor Requirement = 15		

# Mathematics



Coursework in Mathematics is a key area of study at NYIT. Required and elective mathematics courses are prominent in every NYIT curriculum.

For science and engineering majors, mathematics essentially represents a "second language" without which comprehension of the laws of science would be impossible. The curriculum provides a meaningful sequence of courses to help technically oriented students grasp the quantitative elements of physics; life sciences; architecture; and electrical, computer, mechanical, and aerospace engineering. Courses give students of nontechnical subjects an understanding of the basic tools of algebra, trigonometry, and elements of calculus for application in their professional fields. Use of technology is stressed throughout the curriculum.

In addition to the prescribed mathematics courses, advanced electives provide further study and enrichment.

[View courses in Mathematics](#)

**Math Minor:** NYIT students with a strong interest in mathematics have an opportunity to enhance their undergraduate program by pursuing a minor in Mathematics.

Course requirements for a Minor in Mathematics:

MATH 260 (Calculus III), plus 16 or more credits in Mathematics (MATH) at or above the 200 level.  
Two or more courses at or above the 300 level. At least one of these courses must not be required for the major.  
At least six credits taken in residence at NYIT that are in addition to major requirements.

Grade requirements for a Minor in Mathematics:

The grade received for each mathematics course counted toward the minor is C or higher.  
The combined GPA for all mathematics courses used for the minor must be 2.7 or higher.

Students interested in pursuing a Math minor should discuss this option with the academic advisor for their major discipline and notify the chair of the Department of Mathematics on their campus.

[View Minor Curriculum](#)

**Math Placement Exams:** Most students taking college mathematics for the first time, whether currently enrolled, entering freshmen, or transferring from another institution, are required to take a mathematics examination prior to registration. Registration in the appropriate level mathematics class will be determined by the results of the examination and consultation with the mathematics faculty. Students whose mathematics diagnostic test results indicate they need a developmental mathematics course will be enrolled in MATH 101 in order to receive intensive assistance in developing the basic skills required to study mathematics.

# Curriculum Requirements for Minor in Mathematics

## Minor Requirements

Required Course		Credits:
MATH 260	Calculus III	4
Elective Courses		Credits:
MATH 210	Plane Geometry	3
MATH 215	Introduction to Sets and Logic	3
MATH 220	Probability Theory	3
MATH 235	Applied Statistics	3
Advanced Electives (select at least two)		Credits:
MATH 310	Linear Algebra	3
MATH 320	Differential Equations	3
MATH 350	Advanced Calculus	3
MATH 360	Functions of a Complex Variable	3
MATH 450	Partial Differential Equations	3
MATH 455	Numerical Analysis	3
MATH 460	Advanced Seminar	3
Two or more courses must be at or above the 300 level. At least one of these courses <b>MUST NOT</b> be required for the major.		

Total Required Credits: 16

### Prerequisite Courses

- MATH 141 Precalculus
- MATH 170 Calculus I
- MATH 180 Calculus II

### Grade Requirements

The grade received for each mathematics course counted toward the minor must be C or higher.

The combined GPA for all mathematics courses used for the minor must be 2.7 or higher. At least six credits must be taken in residence at NYIT **IN EXCESS** of the mathematics requirements of the major.

# Medical Humanities Minor





The Medical Humanities Minor program offers students the opportunity to study ethical, historical, and cultural aspects of medicine in an interdisciplinary context. Good healthcare and doctoring consists of more than a practitioner’s ability to memorize, synthesize, and apply technical medical knowledge. At its core, healthcare consists of human relationships; skills of empathy, communication, observation, and analysis are vital to the practice of medicine, and these are the skills that the humanities inculcate and foster.

The Medical Humanities Minor examines issues of personhood, disability, illness, health, and the historical and social context of medical practice in a multi- and cross-disciplinary context, which may include literature, philosophy, ethics, anthropology, cultural studies, psychology, sociology, theater, film, and fine arts. For students interested in careers in healthcare, the medical humanities program creates a deeper understanding of the history of health care and the cultural forces that impact their profession. The curriculum also is in keeping with the recent changes in the MCAT exam, which now includes sections focusing on sociocultural components of health and critical analysis and reasoning skills. Perhaps more importantly, the Medical Humanities Minor helps students develop narrative and cultural competency, resulting in more effective and humane clinical encounters with patients. The program is open to all students, of any major, who have interests in health, medicine, communication, and creative expression.

The minor requires that students take at least 15 credits from a list of approved courses. Two courses, FCWR 302, Communication for Healthcare Careers, and ICLT 316, Literature and Medicine, are required. Students are also required to complete a short exit interview with the program coordinator in their final year in the program. This program is available to both Long Island (Old Westbury) and New York City (Manhattan) students, and many courses are offered with an online option.

# Curriculum Requirements for Minor in Medical Humanities

## Discovery Core

Required Courses		Credits:
FCWR 302	Communication for Healthcare Careers	3
ICLT 316	Literature and Medicine	3
		Total: 6 Credits

## Minor Requirements

--	--

Electives (choose at least three)		Credits:
ICBS 309	Anthropological Approaches to Health Seminar	3
ICBS 310	Legal and Semi-Legal Addiction: Alcohol, Cannabis, and Tobacco	3
SOCI 376	Medical Sociology	3
ICLT 302	Strange Creations: Literature, Intelligent Technology, and Ethics	3
ICLT 303	On the Visionary Frontier: Science Fiction and its Cultural Significance	3
ICLT 306	American Nervousness: Mental Health and Madness in American Literature and Culture	3
HSCI 190	Community Health Implications	3
HSCI 340	Health and Aging	3
HSCI 420	Biomedical Ethics	3
IDSP 403	Senior Project	3
IDSP 450	Internship/Service Learning in Interdisciplinary Studies (with permission of program coordinator)	3
BIOL 103	Nutrition and Society	3
BIOL 341	Genetic Engineering	3
ICPH 301	The Philosophy of Human Nature	3
ICPH 303	The Birth of Philosophy and Science	3
ICPH 306	Bioethics	3
		Total: 9 Credits

*Students are required to complete a short exit interview with the program coordinator in their final year in the program.*

**Total Program Requirements = 15 Credits**

# Minor in Psychology





The Minor in Psychology gives students the opportunity to investigate the subject on a theoretical, statistical, and practical level. Students start with an introduction to psychology concepts, methods, and vocabulary before moving on to more advanced topics, such as theories of personality, human development, and abnormal psychology. Students examine the individual and the conditions that influence behavior as well as issues like growth and development, learning and thinking, emotions and motivations, personality and assessment, mental health, social interaction and influence, and more.

The program is open to students from all majors who wish to gain further knowledge into the field of psychology. It is particularly appropriate for students majoring in Behavioral Sciences, Health Sciences, Health and Wellness, Life Sciences, Business, and Nursing, as well as those pursuing combined degree programs in areas such as Occupational Therapy, Physical Therapy, and Physicians Assistant Studies. Upon completion of the minor, students will have gained a solid theoretical base of knowledge and a comprehensive understanding of terms and concepts important to psychology.

The minor requires students take at least 15 credits from a list of approved courses (16 credits if the student chooses to take PSYC 210 Statistical Analysis), including PSYC 101 Introduction to Psychology. All faculty and library resources available to those in the [Behavioral Sciences department](#) will be available to students who choose to minor in psychology. To be awarded a minor, a student must earn at least a grade of "C" in each course taken in the minor, and must obtain a GPA of at least 2.7 in her/his minor course of study.

# Curriculum Requirements for Minor in Psychology

## Minor Requirements

Required Component		Credits:
PSYC 101	Introduction to Psychology	3
Choose any four courses		Credits:
PSYC 205	Theories of Personality	3
PSYC 210	Statistical Analysis	4
PSYC 220	Child Psychology	3
PSYC 221	Human Development	3
PSYC 223	Adolescent Psychology	3



PSYC 240	Educational Psychology	3
PSYC 245	Learning Theory	3
PSYC 260	Social Psychology	3
PSYC 310	Abnormal Psychology	3
PSYC 321	Sports and Exercise Psychology	3
PSYC 330	Communication and Interviewing Techniques	3
PSYC 335	Personnel Psychology	3
PSYC 338	Health Psychology	3
PSYC 410	Physiological Basis of Behavior	3
PSYC 425	Introduction to Counseling	3
At least one course must be a 300/400-level class.		
Total Program Credits: 15–16		

College of Arts and Sciences

## Minor in Technical and Professional Communication



### Why is a minor in technical and professional communication important?

Technical and professional communication exists across numerous job fields and remains a top priority for job providers. The focus of technical communication involves ethics in work-related writing as well as the basis for all written and oral communication in the professional space. Technical and professional communication students learn valuable skills, which prepare them for a modern workforce and give them an ethical foundation. These students emerge with abilities to provide their employers with crucial documentation. For students interested in careers in the technical or medical professions, technical and professional communication offers an added dimension to their degrees, enabling them to not only perform their chosen duties, but also communicate better with colleagues and make themselves more viable candidates for positions in their field.

This interdisciplinary minor meets the requirements designated by the NYIT Senate Curriculum Committee:

This program builds on NYIT's existing focus of providing undergraduate interdisciplinary education and furthers it by adding a quality minor in demand by students and employers. NYIT offers an interdisciplinary approach to keep with NYIT's mission of providing career-centered

education for its students.  
The framework for the minor draws on courses that have a long-standing history of assessed quality in the College of Arts and Sciences.  
Many job market analysts rank technical writer as a position most in demand by today's (and tomorrow's) employers. In addition, several fields look for their candidates to have technical communication skills.

A common concern among employers is their new hire's inability to communicate effectively, either in professional environments, or on social media or the web. This minor will give these candidates who graduate from NYIT a strong background in such communication that will make them attractive candidates in the job market as technical writers, content writers, as well as engineers, graphic designers, and IT technicians.

The minor in Technical and Professional Communication would be of interest to the following majors: Architecture, Business Administration, Computer Engineering, Computer Graphics, Electrical and Computer Engineering, English, Graphic Design, Information Technology, Interdisciplinary Studies, Mechanical Engineering, Urban Administration, and more.

Students undertaking the Technical and Professional Communication Minor will be prepared to:

- 1. Utilize professional communication skills to produce materials, solve problems and formulate solutions for expert and non-expert audiences
- 2. Create written/oral/visual communication in a workplace environment individually and collaboratively
- 3. Formulate social media structures to create positive R.O.I. for businesses and expand their reach in the social media environment
- 4. Design and compose visual elements and integrate into technical and professional texts
- 5. Prepare for workplace opportunities through hands-on experience

The minor consists of 15 credits and it is open to all students. Students must earn at least a grade of "C" in each course taken and must obtain a GPA of at least 2.7 in the minor course of study. If a student passes minor courses but does not meet these minimums, the courses taken toward the minor will count as elective credit.

Consistent with university regulations, there must be a minimum of six credits taken in residence (NYIT credits, not transfer credits) and a minimum six credits outside of the student's major requirements and/or [core curriculum](#).

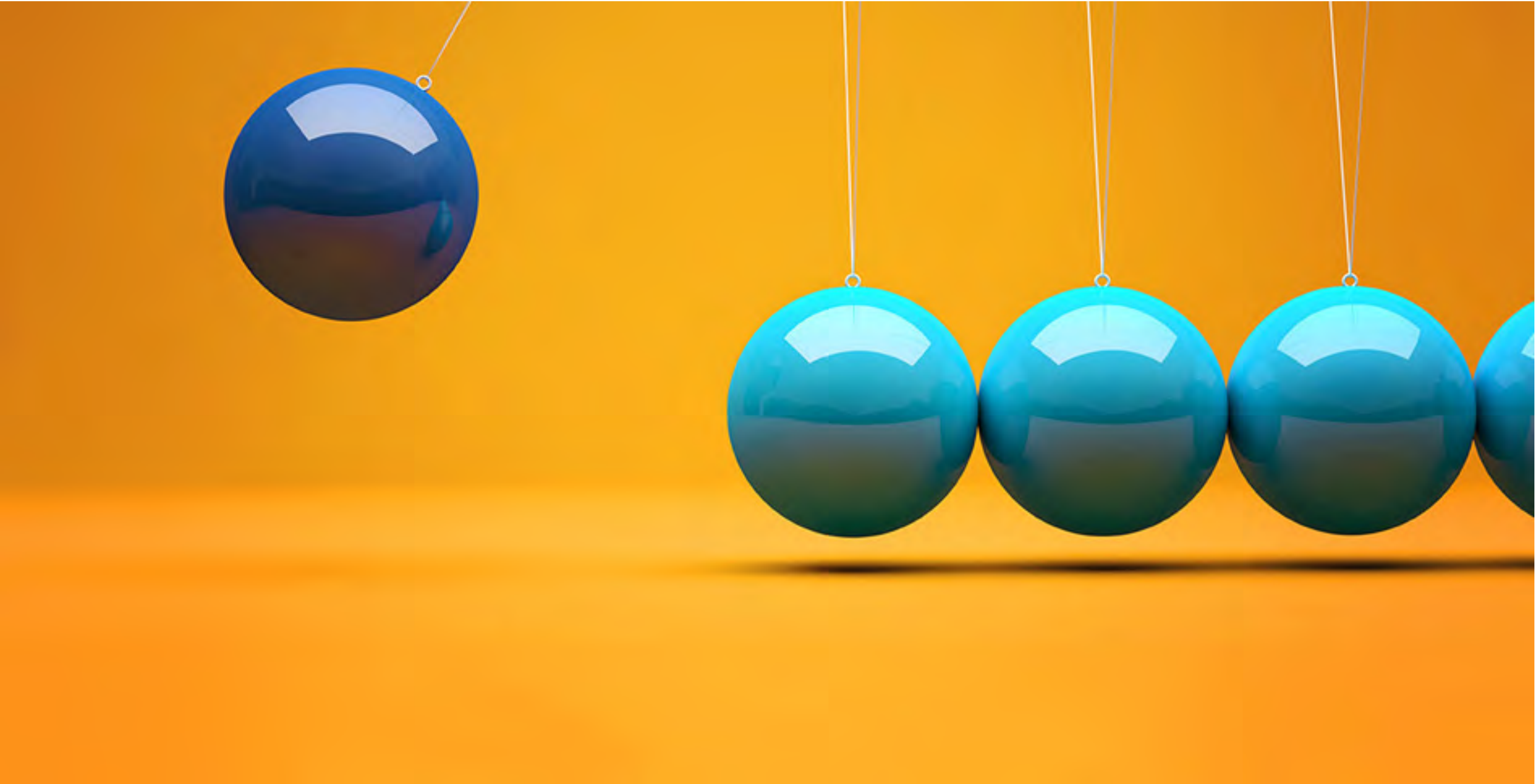
# Curriculum Requirements for the Minor in Technical and Professional Communication

## Minor Requirements

Foundation Course (choose one of the following)		Credits:
FCWR 301	Communications for Business	3
FCWR 302	Communications for Healthcare Careers	3
FCWR 304	Communications for the Technical Professions	3
		Total: 3 Credits
Minor Courses (choose three of the following)		Credits:
ARTC 201	Computer Graphics I	3
COMM 345	Social Media for Business	3
DGIM 110	Digital Imaging Fundamentals	3
SPCH 205	Professional Speaking and Advanced Oral Communication	3
WRIT 220	Publishing Workshop	3
WRIT 360	Seminar in Professional Writing (Game Design and Digital Storytelling)	3
WRIT 363	Writing for the Web*	3
WRIT 366	Survey of Technical and Professional Document Production	3

		Total: 9 Credits
* WRIT 363 may be substituted at director's discretion.		
Capstone Course (choose one of the following)		Credits:
WRIT 351	Advanced Technical Writing*	3
WRIT 415	Internship in Technical and Professional Writing	3
		Total: 3-6 Credits
* WRIT 351 is required if FCWR 304 is substituted; otherwise it is optional.		
Total Program Credits = 15		

## Physics



The objective of the core curriculum in Physics is to provide students with an understanding of the fundamental laws and basic principles that govern the physical world. Classes are conducted in lecture and laboratory sessions for appropriate correlation of theory and experiment.

[View courses in Physics](#)

## Social Sciences





Social sciences at NYIT include [History](#), [Philosophy](#), and [Political Science](#). These disciplines impart appreciation for intellectual, historical, and political accomplishments of humankind and aid students in assuming civic and social responsibility. Students who major in Political Science are prepared for public service and policy formation; graduate programs in Political Science and related areas; and careers in law, international service, and politics.

*This program follows our general admission requirements.*

### Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
  - NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

# Curriculum Requirements for the Bachelor of Science in Political Science

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3

FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3XX	Professional Communication choice	3
		Total: 18 Credits

<b>Seminars</b>		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

<b>Math and Science</b>		Credits:
MATH 115	Introductory Concepts of Mathematics	3
	— OR —	
MATH 141	Precalculus	4
	Science choice	3
		Total: 6-7 Credits

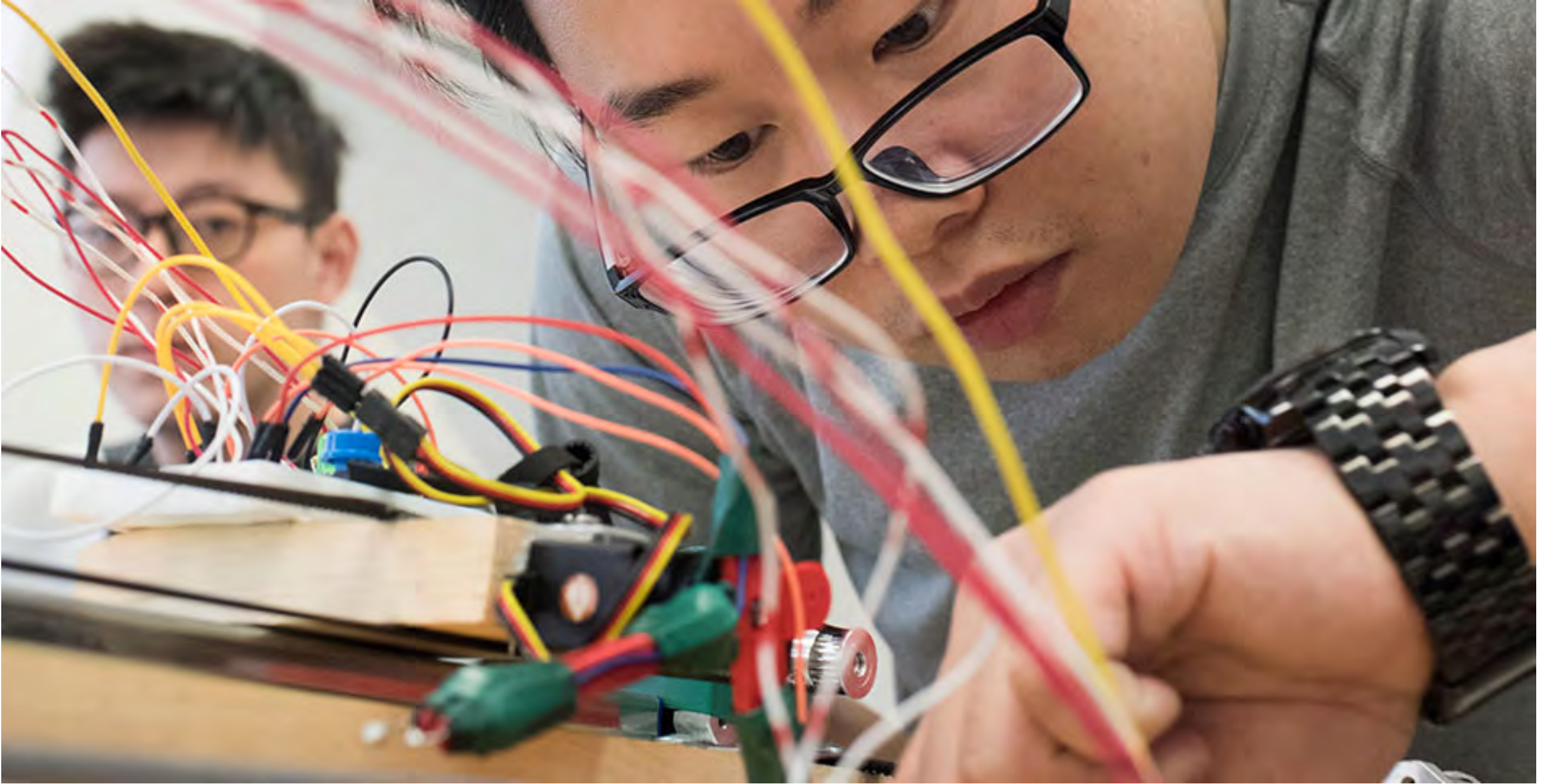
## Major Requirements

<b>Political Science Core</b>		Credits:
PSCI 110	American Government and Politics	3
PSCI 210	Comparative Government	3
PSCI 230	International Relations	3
PSCI 305	Politics and Society	3
PSCI 325	Public Administration	3
		Total: 15 Credits

<b>Political Science Non-Core (choose at least five in consultation with your advisor)</b>		Credits:
PSCI 220	History of Political Thought	3
PSCI 240	Basic Legal Concepts and Administration of Justice	3
PSCI 310	Politics of Change	3
PSCI 315	American Society and Judicial Behavior	3
PSCI 320	Foreign Policy of the U.S.	3
PSCI 350	Government and Metropolitan Problems	3
PSCI 355	Government and Business	3
PSCI 360	International Law and Organization	3

PSCI 365	Public Policy Analysis	3
PSCI 390	Research Topics in Political Science	3
PSCI 410	Selected Topics in American Government and Politics	3
PSCI 420	Selected Topics in Comparative Government	3
PSCI 430	Selected Topics in International Relations and Foreign Policy	3
PSCI 440	Selected Topics in Public Administration and Policy	3
PSCI 450	Selected Topics in Political Theory and Methodology	3
PSCI 470	Political Science Internship	3
PSCI 480	Public Administration Internship	3
		Total: 15 Credits
<b>Behavioral Sciences</b>		Credits:
ANTH 101	Introduction to Anthropology	3
PSYC 101	Introduction to Psychology	3
SOCI 101	Introduction to Sociology	3
		Total: 9 Credits
<b>Economics</b>		Credits:
ECON 202	Principles of Economics I	3
ECON 204	Principles of Economics II	3
		Total: 6 Credits
<b>Social Sciences</b>		Credits:
HIST 110	American History I	3
HIST 150	American History II	3
HIST 210	Contemporary World	3
	History Electives	6
		Total: 15 Credits
<b>Electives</b>		Credits:
	Consult with advisor on any Electives	24
<b>Total Required Credits: 120–121</b>		





**Babak D. Beheshti, Ph.D., Interim Dean**

## **Undergraduate Programs**

[Computer Science, B.S.](#)

[Electrical and Computer Engineering, B.S.](#)

[Electrical and Computer Engineering Technology, B.S.](#)

[Engineering Management, B.S.](#)

[Information Technology, B.S.](#)

[Mechanical Engineering, B.S.](#)

### **Undergraduate Minor**

[Energy Science, Technology, and Policy](#)

## **Graduate Programs**

[Bioengineering, M.S.](#)

[Computer Science, M.S.](#)

[Data Science, M.S.](#)

[Information, Network, and Computer Security, M.S.](#)

[Electrical and Computer Engineering, M.S.](#)

[Energy Management, M.S.](#)

[Environmental Technology and Sustainability, M.S.](#)

[Mechanical Engineering, M.S.](#)

### **Advanced Certificates**

[Advanced Certificate in Energy Technology](#)

[Advanced Certificate in Environmental Management](#)

[Advanced Certificate in Facilities Management](#)

[Advanced Certificate in Infrastructure Security Management](#)

## **Mission**

The College of Engineering and Computing Sciences prides itself on providing high-quality undergraduate and graduate programs that prepare students for advanced studies and challenging positions in business, government, and industry. The school is guided in this mission by the tenets embraced by NYIT: the professional preparation of students, applications-oriented research, and access to opportunity for all qualified students.

Integral to success are our faculty's dedication to teaching, scholarship, and service; the support of NYIT alumni, industrial advisory boards, friends, and employers; and the college's state-of-the-art facilities that provide students with a solid foundation for achievement.



To accomplish its mission, the College of Engineering and Computing Sciences:

- Offers a broad range of outstanding, accredited academic programs
- Supports faculty members who are effective teacher-scholars committed to a student-centered, stimulating learning and research environment
- Engages students in applied projects, innovative design, and computing solutions to real industry questions
- Fosters connections and partnerships with employers, alumni, and the community at large
- Provides the physical space and modern facilities that befit a premier university

## **Vision: Engineering for Society, Innovating for a Better World**

At NYIT’s College of Engineering and Computing Sciences, students have the opportunity to work on 21st-century technological challenges that directly affect the world in which they live. The school is known as “the place” where innovators, engineering firms, public utilities, and federal and state agencies seek talented faculty and students to advance their projects, inventions, and technologies in the classroom, the lab, the field, or on site. By the time they graduate, our “industry ready” students are equipped with the fundamentals needed to pursue graduate studies and are prepared to join the workforce with minimal on-the-job training.

**College of Engineering and Computing Sciences**

# **Undergraduate Programs: College of Engineering and Computing Sciences**



**Babak Beheshti, Ph.D., Interim Dean**

**Frank Lee, Ph.D., Chair–Long Island (Old Westbury)**  
**Yoshikazu Saito, Ph.D., Chair–New York City (Manhattan)**

[Computer Science, B.S.](#)  
[Electrical and Computer Engineering, B.S.](#)  
[Information Technology, B.S.](#)

**Professor Lakhdar Amara, Chair–Manhattan**

[Electrical and Computer Engineering Technology, B.S.](#)

**Xun Yu, Ph.D., Chair–Old Westbury**

[Engineering Management, B.S.](#)  
[Mechanical Engineering, B.S.](#)

## **Mission**

The College of Engineering and Computing Sciences offers high-quality undergraduate and graduate programs to prepare students for advanced studies and challenging positions in business, government, and industry. The school is guided in this mission by tenets embraced by NYIT: the professional preparation of students, applications-oriented research, and access to opportunity for all qualified students.

Integral to success are our faculty’s dedication to teaching, scholarship, and service; the support of NYIT alumni, industrial advisory boards, friends, and employers; and the college’s state-of-the-art facilities that provide students with a solid foundation for achievement.

To accomplish our mission, the College of Engineering and Computing Sciences:

- Offers a broad range of outstanding, accredited academic programs
- Supports faculty members who are effective teacher-scholars committed to a student-centered, stimulating learning and research environment
- Engages students in applied projects, innovative design, and computing solutions to real industry questions
- Fosters connections and partnerships with employers, alumni, and the community at large
- Provides the physical space and modern facilities that befit a premier technology institute

## **Vision: Engineering for Society, Innovating for a Better World**

At NYIT’s College of Engineering and Computing Sciences, students have the opportunity to work on 21st-century technological challenges that directly affect the world in which they live. The school is known as “the place” where innovators, engineering firms, public utilities, and federal and state agencies seek talented faculty and students to advance their projects, inventions, and technologies in the classroom, the lab, the field, or on site. By the time they graduate, our “industry ready” students are equipped with the fundamentals needed to pursue graduate studies and are prepared to join the workforce with minimal on-the-job training.

## **Degrees**

The College of Engineering and Computing Sciences offers baccalaureate degrees in computer science, electrical and computer engineering, information technology, mechanical engineering, engineering management, electrical and computer engineering technology, and telecommunications network management. Students who have not chosen a specific branch of engineering as a major, or who do not fully satisfy the entrance requirements for engineering, may be classified with an “undeclared” status in the College of Engineering and Computing Sciences up to the end of their second year. Transfer students and students who have completed more than two years of coursework should check with both their academic and financial aid advisors regarding their status as majors. The school also offers master’s degrees in computer science, environmental technology, electrical and computer engineering, energy management, information, network and computer security, mechanical engineering, and bioengineering.

## **Dean of Engineering Honors Program**

Established in 2012, this program broadens and enriches the academic learning experience, creates an environment of excellence and excitement, and puts students on the path for success. Incoming freshman will be admitted to the program based on academic excellence in high school.

## **Accelerated Path to Master’s Degree (APDM) – Five-Year B.S./M.S. Combined Options**

NYIT offers five-year combined degree options leading to a Bachelor of Science and a Master of Science in the following areas:

- B.S. in Computer Science and M.S. in Computer Science
- B.S. in Computer Science and M.S. in Information, Network, and Computer Security
- B.S. in Electrical and Computer Engineering and M.S. in Electrical and Computer Engineering
- B.S. in Electrical and Computer Engineering and M.S. in Information, Network, and Computer Security
- B.S. in Information Technology and M.S. in Computer Science
- B.S. in Information Technology and M.S. in Information, Network, and Computer Security
- B.S. in Mechanical Engineering and M.S. in Mechanical Engineering

For combined degree option details, please contact the chairperson of the department. For more information about the Dean of Engineering honors program, visit the [Dean of Engineering Honors Programs page](#).

[Apply online to NYIT](#)





**Full-time Faculty:** K. Balagani, S. Billis, H. Cao, M. Colef, F. Fischman, S. Gass, P. Gasti, H. Gu, X. Huang, A. Jafari, F. Lee, W. Li, R. Mihajlovic, A. Santhanakrishnan, Y. Saito, J. Voris, T. Zhang

Computer science is the stimulating force at the center of the information revolution of the 21st century. Advancements in computer science have transformed all aspects of society and new fields of study have emerged such as bioinformatics, robotics, network security, computer graphics, telemedicine, big data and information management, cybersecurity, artificial intelligence, biometrics, the interaction between computers and humans (HCI), and software engineering. As a field of study, computer science encompasses the analysis, design, and implementation of computer-based systems as well as their maintenance and advancement.

The Bachelor of Science in Computer Science offered by NYIT prepares graduates to be creative, inquisitive, analytical, and detail oriented. The program is designed to allow students to gain theoretical knowledge and apply it to developing an in-depth specialization in one area of concentration, ensuring they become proficient in developing computer applications in a number of frameworks.

## Concentrations in Network Security and Big Data Management and Analytics

By the end of the first term of junior year, computer science majors may select a concentration in consultation with an advisor. Areas of concentration include Network Security and Big Data Management and Analytics:

The concentration in Network Security focuses on network infrastructure and network security aspects and prepares students to handle information technology (IT) security infrastructure challenges that arise in the design, analysis, and implementation of computer networks. This concentration emphasizes the theory and technology behind network design, operation, performance, and defense against security threats. Courses study a variety of topics such as defense-in-depth, firewalls, intrusion detection systems, cryptography, and virtual private networks. The concentration in Big Data Management and Analytics focuses on the management and analysis of big data and provides students with deep analytic skills to design and implement information systems that can discover and decode relevant information. Courses cover a variety of topics such as data collection, data organization, information retrieval, and data mining. Industry application areas include finance, crime, energy, politics, banking, defense, and health.

### Five-Year Combined Program: B.S. in Computer Science and M.S. in Computer Science – Accelerated Path to Master's Degree (APMD) Option

NYIT offers a five-year combined degree option leading to a Bachelor of Science in Computer Science and a Master of Science in Computer Science. For the details, please contact the chairperson of the Department of Computer Science.

### Five-Year Combined Program: B.S. in Computer Science and M.S. in Information, Network and Computer Security – Accelerated Path to Master's Degree (APMD) Option

NYIT offers a five-year combined degree option leading to a Bachelor of Science in Computer Science and a Master of Science in Information, Network, and Computer Security. For the details, please contact the chairperson of the Department of Computer Science.

## Objectives

Within this general direction and the mission of the College of Engineering and Computing Sciences, our program faculty, with input from stakeholders such as employers, alumni, and industrial advisory board members, have determined Program Educational Objectives to prepare versatile



computer scientists who:

- Are successfully employed in computer science or their chosen career path,
- Pursue graduate studies and/or continued education in their field, and
- Function as responsible members of society through engagement in community or professional organizations.

## Outcomes

In support of these objectives, the curriculum has been developed to provide student outcomes describing what degree candidates are expected to know and be able to do by the time they graduate. Upon graduation, students are expected to acquire the ability to:

- Apply knowledge of computing and mathematics appropriate to the discipline
- Analyze a problem and identify and define the computing requirements appropriate to its solution
- Design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs
- Function effectively on teams to accomplish a common goal
- Understand professional, ethical, legal, security, and social issues and responsibilities
- Communicate effectively with a range of audiences
- Analyze the local and global impacts of computing on individuals, organizations, and society
- Engage in and recognize the need for continuing professional development
- Use current techniques, skills, and tools necessary for computing practice
- Apply mathematical foundations, algorithmic principles, and computer science theory in the modeling and design of computer-based systems in a way that demonstrates comprehension of the trade-offs involved in design choices
- Apply design and development principles in the construction of software systems of varying complexity

Courses conform with [Information Assurance \(IA\) standards of the National Security Agency](#), which lists NYIT as an IA Course Institution. IA Training standards 4011 and 4013E of the Committee on National Security Systems provide course content for the training of information systems security (INFOSEC) professionals and 4013E provide training for systems administrators.

To ensure that degree candidates can successfully apply these outcomes, all students in the Computer Science program are required to complete a substantial project, which utilizes the full extent of the technical skills and knowledge gained throughout the curriculum as well as an understanding of the relevant economic, societal, and ethical issues appropriate for effective computer science practice. Projects will also be evaluated based on teamwork, when appropriate, and the effective written and oral presentation of ideas.

The Department of Computer Science also offers two graduate programs leading to a [Master of Science in Computer Science](#) and a [Master of Science in Information, Network, and Computer Security](#).

---

*This program has specific admission requirements in addition to our general requirements.*

## Admission Requirements

### First Year

- Minimum combined SAT score of 1080 (critical reading and math only), including a minimum score of 550 in math
  - If you do not meet this requirement, you may be accepted as undeclared/pre-engineering students. You may transfer into this program from undeclared status or from another program within NYIT if you have:
    - Minimum cumulative GPA of 2.0
    - Completed at least 12 credits of required math, physics, computer science, and engineering with a minimum GPA of 2.3 in these courses

Three years of math

### Transfer

- Minimum cumulative GPA of 2.3
- Completed at least 12 credits of required math, physics, computer science, and engineering. Students may also satisfy these requirements by passing [challenge examinations](#) in these areas as provided for by NYIT policies.

Students who have not chosen a specific program in engineering as a major or who do not fully satisfy the entrance requirements for engineering may be classified with an undeclared status in the College of Engineering and Computing Sciences up to the end of their second year. Transfer students and students who have completed more than two years of coursework should check with both their academic and financial aid advisors regarding their status as majors.

## Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your mid-year and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.

NYIT SAT Code: 2561, NYIT ACT Code: 2832  
Two letters of recommendation.  
300–350 word essay on one of the following topics:  
Tell us about your career goals and why attending NYIT would further these goals.  
Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

## Academic Standards

Students enrolled in the Bachelor of Science program must earn a grade of C- or higher in all required math, physics, computer science, and engineering courses. Grades of D+ or below cannot be counted toward a student’s degree.

In the case of a transfer student who earned a transferable grade lower than a C- in any required math or physics course prior to attending NYIT, the grade is only acceptable if the student completed a more advanced course within the same discipline with a grade of C- or higher at the prior institution. Grades of D+ or lower are not transferable for any computer science or engineering courses.

Undeclared students who intend to pursue a degree in computer science or engineering, must meet the conditions above in order to qualify for entrance into the programs.

Repeating courses may impact eligibility for financial aid. Students should consult with a financial aid advisor before registering for a repeated course.

### College of Engineering and Computing Sciences Curriculum

# Curriculum Requirements for Bachelor of Science in Computer Science

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition <sup>1</sup>	3
FCWR 151	Writing II: Foundations of Research Writing <sup>1</sup>	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits
(1) Intensive English as a second language is not acceptable as a substitution for any of these requirements. The only permissible substitution is FCWR 111 and FCWR 161 in place of FCWR 101 and FCWR 151.		

Seminars		Credits:
ICLT 3XX	Literature choice <sup>2</sup>	3
ICPH 3XX	Philosophy choice <sup>2</sup>	3
ICBS 3XX	Behavioral Science choice	3
ICSS 309	Technology and Global Issues <sup>3</sup>	3
		Total: 12 Credits

(2) Students are strongly encouraged to take at least one seminar course with an ethics component. Options are: ICLT 302, ICLT 303, ICPH 304, or ICPH 306. Depending on the choice, it will satisfy either the Literature or Philosophy core requirement.



(3) Cross-listed with IENG 400.

Math		Credits:
MATH 170	Calculus I	4
		Total: 4 Credits
Science (choose one course based on <a href="#">Sciences Group</a> choice below)		Credits:
PHYS 170	General Physics I	4
CHEM 110	General Chemistry I	4
BIOL 110	General Biology I	4
		Total: 4 Credits

Major Requirements

Engineering Technology		Credits:
ETCS 105	Career Discovery <sup>4</sup>	2
ETCS 108	Computer, Internet, and Society	3
		Total: 3–5 Credits
(4) This course may be waived for students and transfer students with sophomore or higher status. All course substitutions must be approved by department chairperson.		
Computer Science		Credits:
CSCI 125	Computer Programming I	3
CSCI 135	Digital Logic Design Fundamentals	3
CSCI 155	Computer Organization and Architecture	3
CSCI 185	Computer Programming II	3
CSCI 235	Elements of Discrete Structures	3
CSCI 260	Data Structures	3
CSCI 270	Probability and Statistics for Computer Science	3
CSCI 300	Database Management	3
CSCI 312	Theory of Computation	3
CSCI 318	Programming Language Concepts	3
CSCI 330	Operating Systems	3
CSCI 335	Design and Analysis of Algorithm	3
CSCI 345	Computer Networks	3
CSCI 380	Introduction to Software Engineering	3
CSCI 455	Senior Project	3
		Total: 45 Credits

Concentration Options

Choose one: Network Security Concentration, Big Data Management and Analytics Concentration, or General Option.

<b>Network Security Concentration (choose four courses from the following)</b>		Credits:
CSCI 352	Introduction to Network and Internet Security	3
CSCI 357	CISCO Academy Level I	3
CSCI 440	Network Security and Perimeter Protection	3
CSCI 445	Operating System Security	3
CSCI 460	Special Topics I	3
CSCI 470	Special Topics II	3
CSCI 354	Principles of Information Security	3
CSCI 362	Information System Security Engineering and Administration	3
		Total: 12 Credits
<b>Big Data Management and Analytics Concentration (choose four courses from the following)</b>		Credits:
CSCI 401	Database Interfaces and Programming	3
CSCI 405	Distributed Database Systems	3
CSCI 415	Introduction to Data Mining	3
CSCI 426	Information Retrieval	3
CSCI 436	Big Data Analytics	3
		Total: 12 Credits
<b>General Option</b>		Credits:
	Select four CSCI/ITEC 300–400 level courses	12
		Total: 12 Credits
<b>Mathematics</b>		Credits:
MATH 180	Calculus II	4
MATH 310	Linear Algebra	3
		Total: 7 Credits
<b>Sciences (choose one grouping of courses from PHYS, CHEM, or BIOL)</b>		Credits:
PHYS 170	General Physics I (credits applied from <a href="#">Discovery Core Curriculum</a> above)	n/a
PHYS 180	General Physics II	4
	Life Science/Biology Elective	3
	<b>—OR—</b>	
CHEM 110	General Chemistry I (credits applied from <a href="#">Discovery Core Curriculum</a> above)	n/a
CHEM 150	General Chemistry II	4
	Physics Elective	3

	—OR—	
BIOL 110	General Biology I (credits applied from <a href="#">Discovery Core Curriculum</a> above)	n/a
BIOL 150	General Biology II	4
	Physics Elective	3
		Total: 7 Credits
<b>Electives<sup>5</sup></b>		Credits:
	Mathematics and Science Electives	6
	General Elective	3
		Total: 9 Credits
<b>(5)</b> All electives must be approved by the department.		
<b>Total Required Credits: 121–123</b>		

College of Engineering and Computing Sciences

# Electrical and Computer Engineering, B.S.



**Full-time Faculty:** R.K. Amineh, N.S. Artan, S. Billis, B. Chalise, M. Colef, B. Dastgheib-Beheshti, Z. Dong, A. Farajidavar, A. Jafari, S. Kim, H. Park, M. Ravan, Y. Saito, A. Santhanakrishnan, R. Simpson, S. Wadoo, M. Wernicki, T. Zhang

The primary goals of the Bachelor of Science in Electrical and Computer Engineering program at NYIT are to produce well-rounded graduates with a broad range of skills, aptitudes, and interests who are prepared for successful careers in industry, government, or the pursuit of graduate studies.

These goals are satisfied by required and elective courses in liberal arts, humanities, science, mathematics, computer science, and electrical engineering with an increasing emphasis on design. Established sequences provide both depth and breadth in the major areas of study and offer a degree of flexibility through the choice of elective courses.

Today's engineering students must understand both hardware and software used in controls, signal processing, integrated circuits, communication networks, wireless communication, and computer operating systems. NYIT's Electrical and Computer Engineering program addresses this need



through a sequence of course requirements. The use of modern engineering tools and computers is integrated into nearly all engineering courses.

Two capstone courses provide students with a design experience under the guidance of a faculty advisor. This experience draws significantly on knowledge and skills acquired in previous coursework in digital control, embedded systems, and other areas. While projects may be self-contained, they incorporate engineering standards and practices and provide a major design experience as required by the Engineering Accreditation Commission of the ABET, Inc. Students work in teams to design a system or component of a system. Teams work independently, with the instructor serving as a mentor. Designs incorporate engineering standards and multiple realistic constraints such as their impact on society, health and environmental considerations, literature and patent search, and project management. Weekly progress reports and a final oral and written presentation are required.

NYIT's liberal arts and humanities core curriculum is designed to provide students with skills related to career and graduate school success and prepare them to be responsible citizens and engineers. To achieve this goal, the core curriculum offers a broad perspective of advanced courses in social science, philosophy, and literature. Written and oral presentation skills are intended to carry over into major areas of study.

**Five-Year Combined Option: B.S. in Electrical and Computer Engineering and M.S. in Computer Science – Accelerated Path to Master's Degree (APMD) Option**

NYIT offers a five-year combined degree option leading to a Bachelor of Science in Electrical and Computer Engineering and a Master of Science in Computer Science. For the details, please contact the chairperson of the Department of Electrical and Computer Engineering.

**Five-Year Combined Option: B.S. in Electrical and Computer Engineering and M.S. in Electrical and Computer Engineering – Accelerated Path to Master's Degree (APMD) Option**

NYIT offers a five-year combined degree option leading to a Bachelor of Science in Electrical and Computer Engineering and a Master of Science in Electrical and Computer Engineering. For the details, please contact the chairperson of the Department of Electrical and Computer Engineering.

**Five-Year Combined Option: B.S. in Electrical and Computer Engineering and M.S. in Information, Network, and Computer Security – Accelerated Path to Master's Degree (APMD) Option**

NYIT offers a five-year combined degree option leading to a Bachelor of Science in Electrical and Computer Engineering and a Master of Science in Information, Network, and Computer Security. For the details, please contact the chairperson of the Department of Electrical and Computer Engineering.

Within this general direction and the mission of the College of Engineering and Computing Sciences, our program faculty, with input from stakeholders such as employers, alumni, and industrial advisory board members, have determined Program Educational Objectives to prepare versatile engineers who:

- Are successfully employed in engineering or their chosen career path,
- Pursue graduate studies and/or continued education in their field, and
- Function as responsible members of society through engagement in community or professional organizations.

To support these objectives, the curriculum has been developed to provide student outcomes describing what degree candidates are expected to know and be able to do by the time they graduate. Upon graduation, students are expected to acquire the ability to:

- Apply knowledge of mathematics, science, and engineering
- Design and conduct experiments as well as analyze and interpret data
- Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability
- Function on multidisciplinary teams
- Identify, formulate, and solve engineering problems
- Understand professional and ethical responsibility
- Communicate effectively
- Understand the larger-scale impact of engineering solutions in global, economic, environmental, and societal contexts
- Engage in and recognize the need for lifelong learning
- Understand and know about contemporary issues
- Use techniques, skills, and modern engineering tools necessary for engineering practice

Since its inception in 1982, the Electrical and Computer Engineering program has been accredited by the Engineering Accreditation Commission of ABET, 111 Market Place, Suite 1050, Baltimore, MD 21202, phone: 410.347.7700, [abet.org](http://abet.org).

The Department of Electrical and Computer Engineering also offers a graduate program leading to a [Master of Science in Electrical and Computer Engineering](#).

---

*This program has specific admission requirements in addition to our general requirements.*

## Admission Requirements

### First Year

- Minimum combined SAT score of 1080 (critical reading and math only), including a minimum score of 550 in math
- If you do not meet this requirement, you may be accepted as undeclared/pre-engineering students. You may transfer into this program

- from undeclared status or from another program within NYIT if you have:
  - Minimum cumulative GPA of 2.0
  - Completed at least 12 credits of required math, physics, computer science, and engineering with a minimum GPA of 2.3 in these courses
- Three years of math

Transfer

Minimum cumulative GPA of 2.3  
Completed at least 12 credits of required math, physics, computer science, and engineering. Students may also satisfy these requirements by passing [challenge examinations](#) in these areas as provided for by NYIT policies.

Students who have not chosen a specific program in engineering as a major or who do not fully satisfy the entrance requirements for engineering may be classified with an undeclared status in the College of Engineering and Computing Sciences up to the end of their second year. Transfer students and students who have completed more than two years of coursework should check with both their academic and financial aid advisors regarding their status as majors.

Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your mid-year and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
  - NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation.
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

Academic Standards

Students enrolled in the Bachelor of Science program must earn a grade of C- or higher in all required math, physics, computer science, and engineering courses. Grades of D+ or below cannot be counted toward a student’s degree.

In the case of a transfer student who earned a transferable grade lower than a C- in any required math or physics course prior to attending NYIT, the grade is only acceptable if the student completed a more advanced course within the same discipline with a grade of C- or higher at the prior institution. Grades of D+ or lower are not transferable for any computer science or engineering courses.

Undeclared students who intend to pursue a degree in computer science or engineering, must meet the conditions above in order to qualify for entrance into the programs.

Repeating courses may impact eligibility for financial aid. Students should consult with a financial aid advisor before registering for a repeated course.

Curriculum Requirements for Bachelor of Science in Electrical and Computer Engineering

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition <sup>1</sup>	3
FCWR 151	Writing II: Foundations of Research Writing <sup>1</sup>	3
FCSP 105	Foundations of Speech Communication	3

FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits

**(1)** Intensive English as a second language is not acceptable as a substitution for any of these requirements. The only permissible substitution is FCWR 111 and FCWR 161 in place of FCWR 101 and FCWR 151.

<b>Seminars</b>		Credits:
ICLT 3XX	Literature choice <sup>2</sup>	3
ICPH 3XX	Philosophy choice <sup>2</sup>	3
ICBS 3XX	Behavioral Science choice	3
ICSS 309	Technology and Global Issues <sup>3</sup>	3
		Total: 12 Credits

**(2)** Students are strongly encouraged to take at least one seminar course with an ethics component. Options are: ICLT 302, ICLT 303, ICPH 304, or ICPH 306. Depending on the choice, it will satisfy either the Literature or Philosophy core requirement.

**(3)** Cross-listed with IENG 400.

<b>Math and Science</b>		Credits:
MATH 170	Calculus I	4
CHEM 107	Engineering Chemistry I	4
		Total: 8 Credits

## Major Requirements

<b>Engineering Technology</b>		Credits:
ETCS 105	Career Discovery <sup>4</sup>	2
<b>(4)</b> This course may be waived for students and transfers with sophomore or higher status. All course substitutions must be approved by the department chairperson.		

<b>Electrical Engineering</b>		Credits:
EENG 125	Fundamentals of Digital Logic	3
EENG 212	Electrical Circuits I and Engineering Tools	4
EENG 270	Introduction to Electronic Circuits	3
EENG 275	Electronics Laboratory I	1
EENG 281	Electrical Circuits II	3
EENG 310	Electronic Circuit Applications	3
EENG 315	Electronics Laboratory II	1
EENG 320	Control Systems	3
EENG 330	Electromagnetic Theory I	3
EENG 341	Signal and Systems	3
EENG 360	Electronics Laboratory III	1



EENG 371	Microprocessors and Embedded Systems	3
EENG 382	Random Signals and Statistics	3
EENG 401	Communication Theory	3
EENG 403	Electronics Laboratory IV	1
EENG 489	Design Project	2
EENG 491	Senior Design Project	2
EENG/CSCI XXX	Elective <sup>5</sup>	3
		Total: 45 Credits
(5) All electives must be approved by the department.		
Computer Science		Credits:
CSCI 125	Computer Programming I	3
CSCI 155	Computer Organization and Architecture	3
CSCI 185	Computer Programming II	3
CSCI 235	Elements of Discrete Structures	3
CSCI 260	Data Structures	3
CSCI 330	Operating Systems	3
		Total: 18 Credits
Mechanical Engineering		Credits:
MENG 211	Engineering Mechanics I (Statics)	3
Mathematics		Credits:
MATH 180	Calculus II	4
MATH 260	Calculus III	4
MATH 310	Linear Algebra	3
MATH 320	Differential Equations	3
		Total: 14 Credits
Physics		Credits:
PHYS 170	General Physics I	4
PHYS 180	General Physics II	4
PHYS 225	Intro to Modern Physics	3
		Total: 11 Credits
Liberal Arts Electives		Credits:
Liberal Arts Electives		3
Total Required Credits: 132–134		

# Electrical and Computer Engineering Technology, B.S.



**Full-time Faculty:** L. Amani, L. Amara, B. Dastgheib-Beheshti, A. Kashani, R. Meyers, L. Pavlidis, G. Salayka

**Adjunct Faculty:** G. Benbelkacem, V. Leggio, R. Benferhat, J. Mendelson

The Department of Electrical and Computer Engineering Technology (ECET) offers courses leading to the degree of Bachelor of Science in this field. Our program provides students with a combination of theory and practical experience that enables them to design and implement solutions to today's electrical and computer engineering problems.

Enrollees achieve this goal through mastery of material presented in theory-based coursework and hands-on laboratories. Students acquire sufficient skills that enable them to build electrical and computer-based systems, program devices and/or systems, design micro-based systems, run engineering projects, etc.

ECET program graduates secure jobs in design, implementation, testing, and manufacturing of engineering products. They can likewise work in engineering operations, sales, and technical services. Results of our ECET alumni survey shows that our graduates hold positions in the following diverse areas: component design, test and evaluation, production engineering, development and design, distribution, and sales, as well as field engineering, quality control, and information technology.

Entering students enroll directly in our program as candidates for the B.S. degree. We usually admit A.A.S. degree holders in electronics/electrical engineering technology or in a related area as a third-year candidate for the B.S. degree program.

ECET program graduates can apply for graduate studies in many related technical areas. After three years of field experience, moreover, in most states our graduates automatically qualify to sit for the Professional Engineer Exam.

In keeping with the mission of our school and using input from like-minded stakeholders such as employers, alumni, and our own Industrial Advisory Board, the ETEC faculty have identified three Program Educational Objectives, all designed to prepare a body of versatile graduates who:

- Are successfully employed in electrical and computer engineering technology or their chosen career path,
- Pursue graduate studies and/or continued education in their field, and
- Function as responsible members of society through engagement in community or professional organizations.

To support these objectives, our curriculum articulates specific student outcomes. By the time of graduation, students must have:

1. an ability to select and apply the knowledge, techniques, skills, and modern tools of the discipline to broadly defined engineering technology activities;
2. an ability to select and apply a knowledge of mathematics, science, engineering, and technology to engineering technology problems that require the application of principles and applied procedures or methodologies: specifically, the application of natural sciences and mathematics, at or above the level of algebra and trigonometry to the building, testing, operation, and maintenance of computer systems and associated software systems; the ability to utilize statistics/probability, transform methods, discrete mathematics, or applied differential equations in support of

- computer systems and networks; the application of natural sciences and mathematics, at or above the level of algebra and trigonometry to the building, testing, operation, and maintenance of electrical/electronic systems; and the ability to utilize differential and integral calculus, at a minimum, to characterize the performance of electrical/electronic systems;
- 3. an ability to conduct standard tests and measurements; to conduct, analyze, and interpret experiments; and to apply experimental results to improve processes;
- 4. an ability to design systems, components, or processes for broadly defined engineering technology problems appropriate to program educational objectives: specifically, the application of electric circuits, computer programming, associated software applications, analog and digital electronics, microcomputers, operating systems, local area networks, and engineering standards to the building, testing, operation, and maintenance of computer systems and associated software systems; and the application of circuit analysis and design, computer programming, associated software, analog and digital electronics, and microcomputers, and engineering standards to the building, testing, operation, and maintenance of electrical/electronic(s) systems;
- 5. an ability to function effectively as a member or leader on a technical team;
- 6. an ability to identify, analyze, and solve broadly defined engineering technology problems: specifically, the ability to analyze, design, and implement hardware and software computer systems; and the ability to analyze, design, and implement one or more of the following: control systems, instrumentation systems, communications systems, computer systems, or power systems;
- 7. an ability to apply written, oral, and graphical communication in both technical and non-technical environments; and an ability to identify and use appropriate technical literature;
- 8. an understanding of the need for and an ability to engage in self-directed continuing professional development;
- 9. an understanding of and a commitment to address professional and ethical responsibilities including a respect for diversity;
- 10. a knowledge of the impact of engineering technology solutions in a societal and global context; and
- 11. a commitment to quality, timeliness, and continuous improvement: specifically, the ability to apply project management techniques to computer systems and to electrical/electronic(s) systems.

The Electrical and Computer Engineering Technology program is accredited by the Engineering Technology Accreditation Commission of ABET, Inc., 111 Market Place, Suite 1050, Baltimore, MD 21202, 410.347.7700, [abet.org](http://abet.org).

**Five-Year Combined Option – Accelerated Path to Master's Degree (APMD)**

NYIT offers an accelerated five-year combined degree option leading to a Bachelor of Science in Electrical and Computer Engineering and one of the following:

- [Master of Science in Electrical and Computer Engineering](#)
- [Master of Science in Information, Network, and Computer Security](#)
- [Master of Science in Computer Science](#)
- [Master of Science in Bioengineering](#)
- [Master of Science in Mechanical Engineering](#)
- [Master of Science in Energy Management](#)
- [Master of Science in Environmental Technology and Sustainability](#)

For details, please contact the chairperson of the Department of Electrical and Computer Engineering Technology.

---

*This program follows our general admission requirements.*

**Application Materials**

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

# Curriculum Requirements for Associate in Applied Science, Electrical Technology



Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition <sup>1</sup>	3
FCWR 151	Writing II: Foundations of Research Writing <sup>1</sup>	3
FCSP 105	Foundations of Speech Communication	3
FCIQ 101	Foundations of Inquiry	3
		Total: 12 Credits

**(1)** Intensive English as a second language is not acceptable as a substitution for any of these requirements. The only permissible substitution is FCWR 111 and FCWR 161 in place of FCWR 101 and FCWR 151.

Math and Science		Credits:
TMAT 135	Technical Mathematics I	4
PHYS 130	Introductory Physics	3
		Total: 7 Credits

Major Requirements

Engineering Technology		Credits:
ETCS 105	Career Discovery <sup>2</sup>	2

**(2)** This course may be waived for students and transfers with sophomore or higher status. All course substitutions must be approved by the department chairperson.

Electrical Technology		Credits:
ETEC 110	Electrical Technology I	4
ETEC 120	Electrical Technology II	4
ETEC 131	Electronics Technology I	4
ETEC 231	Electronics Technology II	4
		Total: 16 Credits

Computer Technology		Credits:
CTEC 204	Programming Techniques I	3
CTEC 206	Programming Techniques II	3
CTEC 216	Digital Electronics	4
CTEC 235	Microcomputers I	4
CTEC 241	Circuit Design and Fabrication	4
CTEC 243	Applied Computational Analysis I	3
		Total: 21 Credits

Mathematics and Science		Credits:
TMAT 155	Technical Mathematics II	4

MATH161	Basic Applied Calculus	3
		Total: 7 Credits
Total Required Credits: 63–65		

# Curriculum Requirements for Bachelor of Science in Electrical and Computer Engineering Technology

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition <sup>1</sup>	3
FCWR 151	Writing II: Foundations of Research Writing <sup>1</sup>	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits
(1) Intensive English as a second language is not acceptable as a substitution for any of these requirements. The only permissible substitution is FCWR 111 and FCWR 161 in place of FCWR 101 and FCWR 151.		

Seminars		Credits:
ICLT 3XX	Literature choice <sup>2</sup>	3
ICPH 3XX	Philosophy choice <sup>2</sup>	3
ICBS 3XX	Behavioral Science choice	3
ICSS 309	Technology and Global Issues <sup>3</sup>	3
		Total: 12 Credits
(2) Students are strongly encouraged to take at least one seminar course with an ethics component. Options are: ICLT 302, ICLT 303, ICPH 304, or ICPH 306. Depending on the choice, it will satisfy either the Literature or Philosophy core requirement.		
(3) Cross-listed with IENG 400.		

Math and Science		Credits:
MATH 135	Fundamentals of Precalculus I	4
PHYS 130	Introductory Physics	3
		Total: 7 Credits

## Major Requirements

--	--	--

<b>Engineering Technology</b>		Credits:
ETCS 105	Career Discovery <sup>4</sup>	2
<b>(4)</b> This course may be waived for students and transfers with sophomore or higher status. All course substitutions must be approved by the department chairperson.		
<b>Electrical Technology</b>		Credits:
ETEC 110	Electrical Technology I	4
ETEC 120	Electrical Technology II	4
ETEC 131	Electronics Technology I	4
ETEC 231	Electronics Technology II	4
ETEC 310	Communication Circuits	4
ETEC 325	Applied Statistics	3
ETEC 410	Control Systems Technology	4
ETEC 495	Electrical Engineering Technology Senior Design	3
	— OR —	
CTEC 495	Computer Technology Seminar Project	3
		Total: 30 Credits
<b>Computer Technology</b>		Credits:
CTEC 204	Programming Techniques I	3
CTEC 208	Programming Techniques II	3
CTEC 216	Digital Electronics	4
CTEC 235	Microcomputers I	4
CTEC 241	Circuit Design and Fabrication	4
CTEC 243	Applied Computational Analysis I	3
CTEC 247	Applied Computational Analysis II	3
CTEC 336	Embedded Systems and Internet of Things (IoT)	4
CTEC 350	Microcontroller Based Systems	3
		Total: 31 Credits
<b>Electrical and Computer Technology Electives (choose three from the following<sup>5</sup>)</b>		Credits:
CTEC 430	Digital Signal Processing	3
CTEC 460	Computer Networking Technology	3
CTEC 471	Internet Development	3
ETEC 240	Energy Technology	3
ETEC 420	Communication Circuits II	3
ETEC 470	Fiber-Optic Communication Technology	3
ETEC 490	Special Topics	3
ETEC 491	Special Topics II	3



MTEC 210	Introduction to Computer Aided Design	3
		Total: 9 Credits
(5) Other advanced ETEC/CTEC electives with the approval of the chairperson.		
<b>Engineering Management</b>		Credits:
IENG 240	Engineering Economics	3
IENG 251	Project Engineering	3
		Total: 6 Credits
<b>Mathematics and Physics</b>		Credits:
MATH 136	Fundamentals of Precalculus II	4
MATH 161	Basic Applied Calculus	3
PHYS 150	Introductory Physics II	3
	Liberal Art or Science Elective	3
		Total: 13 Credits
<b>Liberal Arts</b>		Credits:
	Liberal Arts Elective	3
<b>Total Required Credits: 129–131</b>		

College of Engineering and Computing Sciences

# Engineering Management, B.S.



NYIT offers courses leading to the Bachelor of Science in Engineering Management.

The primary objectives of the engineering management curriculum (as written in the college catalog and on the department's website) are to produce versatile engineering graduates capable of growth within industry or prepared to pursue advanced studies. The objectives listed below reflect NYIT's overall mission: career-oriented education to prepare students for successful careers in an information-age society and applications-oriented research; expanding the knowledge base of society; and contributing to economic development of the region, state, and nation.

The important mission element to emphasize is the applied orientation of the college in general, and the engineering programs in particular. In our Engineering Management program, students will learn about engineering leadership, financial management, project analysis, operations management, and quality control. Our engineering management curriculum is complemented by a core liberal arts curriculum that includes critical thinking, communications, and other skills needed in today's global marketplace. Established sequences for students provide them with a broad education and the flexibility to allow some degree of depth in an area of interest.

Providing the curriculum's backbone are the sciences, mathematics and the basic levels of engineering management courses, which constitute the fundamental knowledge base needed by students for an array of advanced courses. NYIT's liberal arts and humanities core curriculum is designed to provide students with additional knowledge and skills related to job and graduate school success. It is concerned with the student as a citizen and community leader; to that end, it provides a broad perspective of history, philosophy, and literature. One of the major features of the core curriculum is an emphasis on learning through written, oral, and electronic presentations. These communication skills carry over effectively into advanced mechanical engineering courses.

Within this general direction and the mission and vision of the College of Engineering and Computing Sciences, our program faculty, with input from stakeholders such as employers, alumni, and industrial advisory board members, have determined Program Educational Objectives to prepare versatile engineers who:

- Are successfully employed in engineering or their chosen career path,
- Pursue graduate studies and/or continued education in their field, and
- Function as responsible members of society through engagement in community or professional organizations.

To support these objectives, the curriculum has been developed to provide student outcomes that describe what degree candidates are expected to know and be able to do by the time they graduate. Upon graduation, students are expected to acquire an ability to:

- Apply knowledge of mathematics, science, and engineering
- Design and conduct experiments and analyze and interpret data
- Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability
- Collaborate on multidisciplinary teams
- Identify, formulate, and solve engineering problems
- Understand professional and ethical responsibility
- Communicate effectively
- Understand with broad education the impact of engineering solutions in global, economic, environmental, and societal contexts
- Engage in and recognize the need for lifelong learning
- Understand and know about contemporary issues
- Use the techniques, skills, and modern engineering tools necessary for engineering practice

---

*This program follows our general admission requirements.*

## Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

# Curriculum Requirements for Bachelor of Science in Engineering



# Management

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition <sup>1</sup>	3
FCWR 151	Writing II: Foundations of Research Writing <sup>1</sup>	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits

**(1)** Intensive English as a second language is not accepted as a substitution for any of these requirements. The only permissible substitution is FCWR 111 and FCWR 161 in place of FCWR 101 and FCWR 151.

Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 309	Technology and Global Issues <sup>2</sup>	3
		Total: 12 Credits

**(2)** Cross-listed with IENG 400.

Math and Science		Credits:
MATH 170	Calculus I	4
CHEM 107	Engineering Chemistry I	4
		Total: 8 Credits

## Major Requirements

Engineering Technology		Credits:
ETCS 105	Career Discovery <sup>3</sup>	2
<b>(3)</b> This course may be waived for students and transfers with sophomore or higher status. All course substitutions must be approved by the department chairperson.		

Industrial Engineering		Credits:
IENG 240	Engineering Economics	3
IENG 245	Statistical Design I	3
IENG 251	Project Engineering	3



IENG 345	Statistical Design II	3
IENG 350	Quality Control and Reliability	3
IENG 380	Operations Research I	3
IENG 421	Technology and Entrepreneurship	3
IENG 450	Systems Engineering and Analysis	3
IENG 475	Industrial Engineering Design I	3
IENG 510	Energy Management	3
IENG XXX	Industrial Engineering Electives	6
		Total: 36 Credits

<b>Management<sup>4</sup></b>		Credits:
ACCT 101	Accounting I	3
ECON 202	Principles of Economics I	3
FINC 201	Corporation Finance	3
MGMT 102	Principles of Management	3
MGMT 370	Organizational Behavior	3
MRKT 102	Introduction to Marketing	3
		Total: 18 Credits

(4) All management electives and substitutions for any required management courses must be approved by the department chairperson.

<b>Mechanical Engineering</b>		Credits:
MENG 105	Engineering Graphics	1
MENG 201	Engineering Programming	3
MENG 310	Introduction to Material Sciences	3
		Total: 7 Credits

<b>Mathematics and Physics</b>		Credits:
MATH 180	Calculus II	4
MATH 310	Linear Algebra	3
PHYS 170	General Physics I	4
PHYS 180	General Physics II	4
		Total: 15 Credits

<b>Electives</b>		Credits:
	Technical Electives <sup>5</sup>	3
	Liberal Arts Electives	6
		Total: 9 Credits

(5) Electives may be advanced-level mathematics such as MATH 260 or 320, advanced-level engineering or industrial engineering courses, or other approved electives.

# Information Technology, B.S.



**Full-time Faculty:** K. Balagani, S. Billis, H. Cao, M. Colef, X. Cui, F. Fischman, S. Gass, H. Gu, P. Gasti, A. Jafari, F. Lee, W. Li, R. Mihajlovic, Y. Saito, J. Voris, T. Zhang

NYIT's Bachelor of Science in Information Technology with a Concentration in Computer Security produces well-rounded graduates with a range of skills, aptitudes, and interests. Our graduates pursue successful careers in industry and government and/or advanced graduate studies. Our courses prepare students in information technology, computer science, liberal arts, humanities, and life sciences. Established sequences provide depth and breadth in the major areas of study and offer a degree of flexibility through a choice of elective courses allowing students to specialize in areas of interest.

Students can select a minor concentration in an area of interest such as communication arts, business, architecture, and others. The minor concentration provides students with an opportunity to focus in an area of application and interest. In addition to NYIT's extensive computer facilities, students have access to state-of-the-art laboratories in computer and network security, electronics, telecommunications, and more.

Graduates find employment in a variety of technical career roles such as software engineer, network administrator, systems analyst, computer programmers, sales engineers, and technical consultants.

## **Five-Year Combined Option: B.S. in Information Technology and M.S. in Computer Science – Accelerated Path to Master's Degree (APMD) Option**

NYIT offers a five-year combined degree option leading to a Bachelor of Science in Information Technology and a Master of Science in Computer Science. For the details, please contact the chairperson of the Department of Computer Science.

## **Five-Year Combined Option: B.S. in Information Technology and M.S. in Information, Network, and Computer Security – Accelerated Path to Master's Degree (APMD) Option**

NYIT offers a five-year combined degree option leading to a Bachelor of Science in Information Technology and a Master of Science in Information, Network, and Computer Security. For the details, please contact the chairperson of the Department of Computer Science.

Within this general direction and the mission of the College of Engineering and Computing Sciences, our faculty members, with input from stakeholders such as employers, alumni, and industrial advisory board members, have determined Program Educational Objectives to prepare versatile information technologists who:

- Are successfully employed in information technology or their chosen career path,
- Pursue graduate studies and/or continued education in their field, and

Function as responsible members of society through engagement in community or professional organizations.

To support these objectives, the curriculum has been developed to provide student outcomes describing what degree candidates are expected to know and be able to do by the time they graduate. Upon graduation, students are expected to acquire the ability to:

- Apply knowledge of computing and mathematics appropriate to the discipline
- Analyze a problem and identify and define the computing requirements appropriate to its solution
- Design, implement, and evaluate a computer-based system, process, component, or program to meet desired needs
- Collaborate effectively on teams to accomplish a common goal
- Understand professional, ethical, legal, security, and social issues and responsibilities
- Communicate effectively with a range of audiences
- Analyze the local and global impacts of computing on individuals, organizations, and society.
- Engage in and recognize the need for continuing professional development
- Use current techniques, skills, and tools necessary for computing practice
- Use and apply current technical concepts and practices in the core information technologies
- Identify and analyze user needs and take them into account in the selection, creation, evaluation, and administration of computer-based systems
- Effectively integrate IT-based solutions into the user environment
- Understand best practices and standards and their application
- Assist in the creation of an effective project plan

*This program follows our general admission requirements.*

### Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

# Curriculum for B.S. in Information Technology, Information and Network Security Concentration

### Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition <sup>1</sup>	3
FCWR 151	Writing II: Foundations of Research Writing <sup>1</sup>	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits
(1) Intensive English as a second language is not acceptable as a substitution for any of these requirements. The only permissible substitution is FCWR 111 and FCWR161 in place of FCWR 101 and FCWR 151.		



<b>Seminars</b>		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 309	Technology and Global Issues <sup>2</sup>	3
		Total: 12 Credits

**(2)** Cross-listed with IENG 400.

<b>Math and Science</b>		Credits:
MATH 161	Basic Applied Calculus	3
PHYS XXX	Physics choice	3
		Total: 6 Credits

### Major Requirements

<b>Engineering Technology</b>		Credits:
ETCS 105	Career Discovery <sup>3</sup>	2
ETCS 108	Computer, Internet, and Society	3
		Total: 3–5 Credits

**(3)** This course may be waived for students and transfers with sophomore or higher status. All course substitutions must be approved by the department chairperson.

<b>Computer Science</b>		Credits:
CSCI 125	Computer Programming I	3
CSCI 155	Computer Organization and Architecture	3
CSCI 185	Computer Programming II	3
CSCI 235	Elements of Discrete Structures	3
CSCI 260	Data Structures	3
CSCI 330	Operating Systems	3
CSCI 345	Computer Networks	3
		Total: 21 Credits

<b>Information Technology</b>		Credits:
ITEC 251	Applied Discrete Structures I	3
ITEC 290	Database Systems	3
ITEC 305	Internet Programming I	3
ITEC 320	Web-based Multimedia Development I	3
ITEC 357	Cisco Academy Level 1	3
		Total: 15 Credits

Professional Concentration Options (choose one of the following below): Information and Network Security Option or General Option		
Information and Network Security Option (choose three courses)		Credits:
ITEC 365	Secure Programming	3
ITEC 310	Introduction to Network and Internet Security	3
ITEC 440	Network Security and Perimeter Protection	3
ITEC 445	Operating System Security	3
ITEC 450	Seminar Project	3
ITEC 460	Topics in Information Technology	3
ITEC XXX	Elective	3
		Total: 9 Credits
General Option (choose three courses)		Credits:
CSCI/ITEC XXX	Electives <sup>4</sup>	9
		Total: 9 Credits
(4) All electives must be approved by the department.		
Engineering Management		Credits:
IENG 251	Project Engineering	3
Management		Credits:
MGMT 421	Cyber Law, Policy, and Ethics	3
Electives		Credits:
	General Electives	12
	Liberal Arts Electives	6
	Mathematics Elective	3
	Science Elective	3
	Science and Technology Electives	6
		Total: 30 Credits
Total Required Credits: 120–122		

# Mechanical Engineering, B.S.



**Full-time Faculty:** X. Yu, F. Li, S. Lu, J. Ma, J. Scire, R. Tabi, D. Carka, M. Toma, X. Tang

NYIT offers courses leading to the Bachelor of Science in Mechanical Engineering at the Long Island (Old Westbury) campus. This program was initially implemented at NYIT in 1982 and first accredited in 1986 by the Engineering Accreditation Commission of ABET. Students have the option of selecting a concentration of courses in aerospace engineering in the mechanical engineering option.

The primary objectives of the mechanical engineering curriculum (as written in the college catalog and on the department's website) are to produce versatile engineering graduates capable of growth within the industry or prepared to pursue advanced studies. The objectives listed below reflect NYIT's overall mission: career-oriented education to prepare students for successful careers in an information-age society and applications-oriented research expanding the knowledge base of society and contributing to economic development of the region, state, and nation.

The important mission element to emphasize is the applied orientation of the college in general, and the engineering programs in particular. Emphasis is on the design/computer/applications components in the spectrum of mechanical engineering programs, and objectives are fulfilled by courses in the sciences, humanities, and mechanical engineering, with increasing emphasis on design. Established sequences for students provide them with a broad education and the flexibility to allow some degree of depth in an area of interest.

Providing the curriculum's backbone are the sciences, mathematics, and the basic levels of mechanical engineering courses, which constitute the fundamental knowledge base needed by students for an array of advanced courses. NYIT's liberal arts and humanities core curriculum is designed to provide students with additional knowledge and skills related to job and graduate school success. It is concerned with the student as a citizen and community leader; to that end, it provides a broad perspective of history, philosophy, and literature. One of the major features of the core curriculum is an emphasis on learning through written, oral, and electronic presentations. These communication skills carry over effectively into advanced mechanical engineering courses.

Design courses include a capstone course and two electives, the latter chosen depending on a student's interests. Design projects encompass engineering components using the skills developed throughout the curriculum, economic issues appropriate to the effective practice of engineering, and written language and oral communication skills.

Within this general direction and the mission and vision of the College of Engineering and Computing Sciences, our program faculty, with input from stakeholders such as employers, alumni, and industrial advisory board members, have determined Program Educational Objectives to prepare versatile engineers who:

- Are successfully employed in engineering or their chosen career path,
- Pursue graduate studies and/or continued education in their field, and
- Function as responsible members of society through engagement in community or professional organizations.

To support these objectives, the curriculum has been developed to provide student outcomes that describe what degree candidates are expected to know and be able to do by the time they graduate. Upon graduation, students are expected to acquire an ability to:

- Apply knowledge of mathematics, science, and engineering
- Design and conduct experiments and analyze and interpret data
- Design a system, component, or process to meet desired needs within realistic constraints such as economic, environmental, social, political, ethical, health and safety, manufacturability, and sustainability
- Collaborate on multidisciplinary teams
- Identify, formulate, and solve engineering problems



- Understand professional and ethical responsibility
- Communicate effectively
- Understand with broad education the impact of engineering solutions in global, economic, environmental, and societal contexts
- Engage in and recognize the need for lifelong learning
- Understand and know about contemporary issues
- Use the techniques, skills, and modern engineering tools necessary for engineering practice

## Aerospace Engineering Concentration

The concentration in Aerospace Engineering is designed to give mechanical engineers the opportunity to focus on aircraft and space vehicle design. Material capabilities, production, and propulsion are emphasized to enable an engineer to meet the changing priorities of the aerospace industry.

## Five-Year Combined Option: B.S. in Mechanical Engineering and M.S. in Mechanical Engineering – Accelerated Path to Master’s Degree (APMD) Option

NYIT offers a five-year combined degree option leading to a Bachelor of Science in Mechanical Engineering and a Master of Science in Mechanical Engineering. For the details, please contact the chairperson of the Department of Mechanical Engineering.

---

*This program has specific admission requirements in addition to our general requirements*

## Admission Requirements

### First Year

- Minimum combined SAT score of 1080 (critical reading and math only), including a minimum score of 550 in math
  - If you do not meet this requirement, you may be accepted as undeclared/pre-engineering students. You may transfer into this program from undeclared status or from another program within NYIT if you have:
    - Minimum cumulative GPA of 2.0
    - Completed at least 12 credits of required math, physics, computer science, and engineering with a minimum GPA of 2.3 in these courses

- Three years of math

### Transfer

- Minimum cumulative GPA of 2.3
- Completed at least 12 credits of required math, physics, computer science, and engineering. Students may also satisfy these requirements by passing challenge examinations in these areas as provided for by NYIT policies.

Students who have not chosen a specific program in engineering as a major or who do not fully satisfy the entrance requirements for engineering may be classified with an undeclared status in the College of Engineering and Computing Sciences up to the end of their second year. Transfer students and students who have completed more than two years of coursework should check with both their academic and financial aid advisors regarding their status as majors.

## Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your mid-year and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
  - NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

## Academic Standards

Students enrolled in the Mechanical Engineering, B.S. program must earn a grade of C- or higher in all required math, physics, computer science, and engineering courses. Grades of D+ or below cannot be counted toward a student’s degree.

In the case of a transfer student who earned a transferable grade lower than a C- in any required math or physics course prior to attending NYIT, the grade is only acceptable if the student completed a more advanced course within the same discipline with a grade of C- or higher at the prior institution. Grades of D+ or lower are not transferable for any computer science or engineering courses.

Undeclared students who intend to pursue Mechanical Engineering must meet the conditions above in order to qualify for entrance into the program.

Repeating courses may impact eligibility for financial aid. Students should consult with a financial aid advisor before registering for a repeated course.

# Curriculum Requirements for Bachelor of Science in Mechanical Engineering

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition <sup>1</sup>	3
FCWR 151	Writing II: Foundations of Research Writing <sup>1</sup>	3
FCSP 105	Foundations of Speech Communication	3
FCIQ 101	Foundations of Inquiry	3
FCSC 101	Foundations of Scientific Process	3
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits

(1) Intensive English as a second language is not acceptable as a permissible substitution for any of these requirements. The only permissible substitution is FCWR 111 and FCWR 161 in place of FCWR 101 and FCWR 151.

Seminars		Credits:
ICLT 3XX	Literature choice <sup>2</sup>	3
ICPH 3XX	Philosophy choice <sup>2</sup>	3
ICBS 3XX	Behavioral Science choice	3
ICSS 309	Technology and Global Issues <sup>3</sup>	3
		Total: 12 Credits

(2) Students are strongly encouraged to take at least one seminar course with an ethics component. Options are: ICLT 302, ICLT 303, ICPH 304, or ICPH 306. Depending on the choice, it will satisfy either the Literature or Philosophy core requirement.

(3) Cross-listed with IENG 400.

Math and Science		Credits:
MATH 170	Calculus I	4
PHYS 170	General Physics I	4
		Total: 8 Credits

## Major Requirements

Engineering Technology		Credits:

ETCS 105	Career Discovery <sup>4</sup>	2
----------	-------------------------------	---

(4) This course may be waived for students and transfers with sophomore or higher status. All course substitutions must be approved by the department chairperson.

Mechanical Engineering		Credits:
MENG 105	Engineering Graphics	1
MENG 201	Engineering Programming	3
MENG 211	Engineering Mechanics I (Statics)	3
MENG 212	Engineering Mechanics II (Dynamics)	3
MENG 221	Strength of Materials	3
MENG 240	Thermodynamics	3
MENG 270	Instrumentation and Measurement	1
MENG 310	Introduction to Materials Science	3
MENG 320	Materials Mechanics Laboratory	1
	— OR —	
MENG 343	Thermofluids Laboratory	1
MENG 321	Introduction to Computer-Aided Design	3
MENG 324	Vibrations and System Dynamics	3
MENG 340	Fluid Mechanics	3
MENG 346	Energy Conversion	4
MENG 349	Heat Transfer	3
MENG 370	Machine Design	3
MENG 438	Engineering Analysis	3
MENG 470	Senior Mechanical Engineering Design	4
		Total: 47 Credits

Design Electives (choose two courses from the following)		Credits:
AENG 490	Flight Vehicle Design	4
MENG 443	Energy System Analysis and Design	4
MENG 446	Heating, Ventilation, and Air Conditioning	4
MENG 486	Advanced Machine Design	4
		Total: 8 Credits

Electrical Engineering		Credits:
EENG 211	Electrical Circuits I	3
EENG 275	Electronics Laboratory	1
		Total: 4 Credits

Engineering Management		Credits:
IENG 240	Engineering Economics	3



IENG 245	Statistical Design I	3
		Total: 6 Credits
<b>Mathematics and Sciences</b>		Credits:
MATH 180	Calculus II	4
MATH 260	Calculus III	4
MATH 320	Differential Equations	3
PHYS 180	General Physics II	4
PHYS 225	Introduction to Modern Physics	3
CHEM 107	Engineering Chemistry I	4
		Total: 22 Credits
<b>Electives</b>		Credits:
	Engineering Elective <sup>5</sup>	3
	Liberal Arts Elective	3
		Total: 6 Credits
<b>(5) Choose from non-required AENG, IENG, MENG, or graduate MENG courses, with approval of the academic department chairperson.</b>		
<b>Total Required Credits: 131–133</b>		

# Curriculum Requirements for Bachelor of Science in Mechanical Engineering, Aerospace Concentration

## Discovery Core

<b>Foundations</b>		Credits:
FCWR 101	Writing I: Foundations of College Composition <sup>1</sup>	3
FCWR 151	Writing II: Foundations of Research Writing <sup>1</sup>	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 304	Communication for Technical Professions	3
		Total: 18 Credits
<b>(1) Intensive English as a second language is not acceptable as a permissible substitution for any of these requirements. The only permissible substitution is FCWR 111 and FCWR 161 in place of FCWR 101 and FCWR 151.</b>		
<b>Seminars</b>		Credits:
ICLT 3XX	Literature choice <sup>2</sup>	3

ICPH 3XX	Philosophy choice <sup>2</sup>	3
ICBS 3XX	Behavioral Science choice	3
ICSS 309	Technology and Global Issues <sup>3</sup>	3
		Total: 12 Credits
<b>(2)</b> Students are strongly encouraged to take at least one seminar course with an ethics component. Options are: ICLT 302, ICLT 303, ICPH 304, or ICPH 306. Depending on the choice, it will satisfy either the Literature or Philosophy core requirement.		
<b>(3)</b> Cross-listed with IENG 400.		

<b>Math and Science</b>		Credits:
MATH 170	Calculus I <sup>4</sup>	4
PHYS 170	General Physics I <sup>4</sup>	4
		Total: 8 Credits
<b>(4)</b> M.E. students are permitted to register concurrently for Calculus I and Physics I and Calculus II and Physics II.		

### Major Requirements

<b>Engineering Technology</b>		Credits:
ETCS 105	Career Discovery <sup>5</sup>	2
<b>(5)</b> This course may be waived for students and transfers with sophomore or higher status. All course substitutions must be approved by the department chairperson.		
<b>Mechanical Engineering</b>		Credits:
MENG 105	Engineering Graphics	1
MENG 201	Engineering Programming	3
MENG 211	Engineering Mechanics I (Statics)	3
MENG 212	Engineering Mechanics II (Dynamics)	3
MENG 221	Strength of Materials	3
MENG 240	Thermodynamics	3
MENG 270	Instrumentation and Measurement	1
MENG 310	Introduction to Material Science	3
MENG 321	Introduction to Computer-Aided Design	3
MENG 324	Vibrations and System Dynamics	3
MENG 340	Fluid Mechanics	3
MENG 346	Energy Conversion	4
MENG 349	Heat Transfer	3
MENG 370	Machine Design	3
MENG 438	Engineering Analysis	3
		Total: 42 Credits
<b>Aerospace Engineering</b>		Credits:

AENG 410	Aerodynamics	3
AENG 463	Propulsion	3
AENG 466	Aerospace Laboratory	1
	— OR —	
MENG 343	Thermofluids Laboratory	1
AENG 490	Flight Vehicle Design	4
AENG 492	Senior Aerospace Design	4
		Total: 15 Credits
<b>Electrical Engineering</b>		Credits:
EENG 211	Electrical Circuits	3
EENG 275	Electronics Laboratory	1
		Total: 4 Credits
<b>Engineering Management</b>		Credits:
IENG 240	Engineering Economics	3
IENG 245	Statistical Design I	3
		Total: 6 Credits
<b>Mathematics and Science</b>		Credits:
MATH 180	Calculus II <sup>4</sup>	4
MATH 260	Calculus III	4
MATH 320	Differential Equations	3
PHYS 180	General Physics II <sup>4</sup>	4
PHYS 225	Introduction to Modern Physics	3
CHEM 107	Engineering Chemistry	4
		Total: 22 Credits
<p><b>(4)</b> M.E. students are permitted to register concurrently for Calculus I and Physics I and Calculus II and Physics II.</p> <p>All students are required to take a mathematics placement examination prior to registration, and may have to take a developmental mathematics course (MATH 096, MATH 100, or MATH 101) before taking required mathematics courses.</p>		
<b>Electives</b>		Credits:
	Liberal Arts Elective	3
<b>Total Required Credits: 132 credits</b>		

# Minor in Energy Science, Technology, and Policy





The Minor in Energy Science, Technology, and Policy enables students in all majors to develop "green skills" in their chosen field. Many employers seek to reduce their carbon footprint and promote cleaner, more efficient technologies that are less harmful to the environment.

NYIT's College of Engineering and Computing Sciences, in partnership with the Long Island Alternative Energy Consortium, received a grant to establish a multidisciplinary, multicampus minor. Students enrolled in the minor will benefit from partnerships among academic institutions, private industry, college and government laboratories, and legislative offices.

Key resources include the Energy and Green Technologies Laboratory at NYIT, which is one of three labs in the Entrepreneurship and Technology Innovation Center. Projects at NYIT include solar carports, plug-in hybrid vehicles, and the Long Island Carbon Footprint Project. Demonstration projects are underway at partner institutions such as Stony Brook University and Farmingdale State College that focus on smart grid technology, building automation, solar energy, small-scale wind power, geothermal heat pumps, green data centers, and alternative fuel vehicles.

Declaring a minor is easy: Fill out the [Application to Declare Undergraduate Minor form](#) and then have it signed by Robert N. Amundsen, Ph.D., Director, Energy Management. For more information, call 516.686.7578 or email [ramundse@nyit.edu](mailto:ramundse@nyit.edu).

### Program Overview

NYIT's 15-credit minor includes 12 credits of required courses and one three-credit elective course.

College of Engineering and Computing Sciences Curriculum

# Curriculum Requirements for Minor in Energy Science, Technology, and Policy

### Minor Requirements

Required Courses		Credits:
IENG 122	Energy Science and Technology	3
ETCS 105	Career Discovery	2
IENG 285	Energy Technology Project	3
ETCS 365	Engineering and Computing Sciences Internship	1

IENG 590	Energy Policy, Economics, and Technology	3
		Total: 12 Credits
Elective Courses (choose one)		Credits:
BIOL 107	Environmental Sciences	3
PHYS 156	Environmental and Energy Issues	3
ICSS 309	Technology and Global Issues	3
IENG 510	Energy Management	3
		Total: 3 Credits
Total Required Credits: 15		

School of Architecture and Design

## School of Architecture and Design



### Degrees Offered

The School of Architecture and Design offers degrees in architecture and interior design. Five architecture degrees are offered: an Associate in Applied Science in Architectural Technology (A.A.S.), a Bachelor of Science in Architectural Technology (B.S.A.T.), a Bachelor of Architecture (B.Arch.), a Master of Architecture (M.Arch.), and a Master’s of Science in Architecture, Urban and Regional Design (M.S.).

Interior Design offers a Bachelor of Fine Arts in Interior Design (B.F.A.). Additionally it offers a track within the B.F.A. leading to acceptance into NYIT’s School of Management Master of Business Administration in Management with a Specialization of Design Management (M.B.A.).

The B.Arch. is recognized as a first professional degree and is fully accredited by the National Architectural Accrediting Board (NAAB). The Bachelor of Fine Arts in Interior Design (B.F.A.) is offered in both New York City (Manhattan) and Long Island (Old Westbury) in the United States. The degree is a professional degree accredited by the Council for Interior Design Accreditation. The M.Arch. is recognized as a first professional degree and has candidacy accreditation status with the NAAB.

### About the School of Architecture and Design



Since ancient times, architecture has been considered the mother of all arts. In a manner much the same as in the other visual arts, the act of making architecture requires the use of the eye, the mind, and the hand. Above all, architecture demands passion, precision, and intelligence without which no act of creation can occur. Unlike the other arts, architecture has a functional task: the creation of built environments for human activity. In doing this, architecture becomes the inevitable expression of human values. Through the design process and the production of a built environment, architecture not only addresses issues of form and space making, it also addresses the interrelated physical, social, political, economic, and cultural values prevailing in a particular place and time.

Design is an intellectual exercise and an art form, and serves as the primary focus of the School of Architecture and Design’s academic programs. The school maintains that this emphasis on design within the curriculum best prepares students for effective participation in the profession and for rendering service to the public. The intentions of the programs for every student are summarized as follows:

1. To stimulate artistic sensitivity, creative power, and personal self-confidence
2. To strengthen intellectual ability as it is applied to the making of solutions to architectural problems
3. To acquire the technical skills needed for the practice of architecture and the related design fields
4. To support applications-oriented research that benefits the larger world

Architecture and design today operate in a fast-changing, complex milieu. The emergence of computer technology and the rapid changes in building construction impose tremendous pressures on design pedagogy. Architecture and design must meet the demands made for energy conservation. Vast changes in contemporary society, such as the disintegration of social, geographic, and communication barriers, impose additional challenges. Prescriptive philosophies, once embraced by architecture schools, are now questioned for their relevance and effectiveness. In response, the School of Architecture and Design holds that each student must develop his/her own approach to design, based upon the sound intellectual and technical foundations offered at NYIT.

Diverse course offerings allow students to explore the interrelationships and specializations occurring in the architecture and interior design fields. Students may define their own career paths and goals based on the knowledge acquired in the classroom. After the first foundation year, students may select majors in either architecture or interior design.

Computer technology is having a profound effect on the planning and design of the built environment as well as on actual construction practices. Consistent with changes occurring in other professions, computers are drastically changing the way that architecture as an art and as a profession is practiced. The curriculum of the School of Architecture and Design, in step with the objectives of NYIT, is committed to keeping up with change and anticipating the future. Computer use is introduced early in the program. As they progress in their studies, students are provided the opportunity to master computer-aided design. Several computer labs feature up-to-date computer software and are available to all students enrolled in the programs. Fabrication labs have 3-D modeling, laser cutters, and analog machinery available.

Interior design as an art and a profession has greatly changed. In the past, it was understood primarily as the act of decorating an existing space. It has evolved into a profession that is far broader and encompassing. Today’s interior designers are trained to enhance the quality of working and living environments. This includes aesthetics in addition to functionality, efficiency, and safety. Many interior designers today are part of larger design teams including architects, engineers, consultants, contractors, and others working in tandem to create exciting environments. Their work professionally allies and interrelates with architecture and architectural technology.

The integration of coursework between the interior design program and the architecture program at the School of Architecture and Design facilitates a collaboration between interior design and architecture students that will serve graduates well when they enter the workplace. All undergraduate students in the School of Architecture and Design are required to complete two semesters of design fundamentals AAID 101 and AAID 102 or DSGN 102, two semesters of visualization AAID 140 and 240, and one semester of history and theory AAID 160 prior to advancing in their respective discipline-related design studio sequences.

**School of Architecture and Design**

# Architecture





All students admitted to the architecture program enter the Bachelor of Science in Architecture Technology (B.S.A.T.) program and undertake a two-year common core curriculum, including the first-year AAID sequence with interior design students. This curriculum includes design studios and architectural history courses as well as liberal arts courses such as English composition, math, physics, behavioral science, economics, fine arts, and social science.

[View admission requirements to the B.S.A.T. program.](#)

After successful completion of the two-year common core curriculum, students may:

Continue in the four-year B.S.A.T. program, which is accredited by New York state and may lead to New York state licensure, or  
Apply for admission to NYIT's five-year, 160-credit B.Arch. program accredited by the National Architectural Accrediting Board (NAAB) through 2025. Completion of the B.Arch. degree will allow you to proceed with the sequence of internship and professional steps that lead to licensure and certification from the National Council of Architectural Registration Boards. The B.Arch. also prepares you for New York state licensure and reciprocal licensure in other states.

[View academic standards to progress to the B.Arch. program.](#)

Candidates for admission into the B.Arch. program must submit a representative portfolio of individual student design work, called the Foundation Portfolio, upon completion of ARCH 202, which is reviewed by a committee of faculty members. Following acceptance of the Foundation Portfolio by the review committee, the candidate may apply for admission to the B.Arch. program. At the time of application, the student must demonstrate a cumulative grade average of 2.75 for all courses undertaken at NYIT or 3.0 for courses undertaken in architecture exclusively.

## NAAB Accreditation Statement

New York Institute of Technology School of Architecture and Design's Bachelor of Architecture (five-year) program are accredited by the NAAB. The National Architectural Accreditation Board (NAAB) accredits the New York Institute of Technology's Bachelor of Architecture program. The following statement is included in the catalog, pursuant to the requirement of the NAAB:

*In the United States, most state registration boards require a degree from an accredited professional degree program as a prerequisite for licensure. The National Architectural Accrediting Board (NAAB), which is the sole agency authorized to accredit U.S. professional degree programs in architecture, offered by institutions with U.S. regional accreditation, recognizes three types of degrees: the Bachelor of Architecture, the Master of Architecture, and the Doctor of Architecture. A program may be granted an eight-year, three-year, or two-year term of accreditation, depending on the extent of its conformance with established educational standards.*

*Doctor of Architecture and Master of Architecture degree programs may require a pre-professional undergraduate degree in architecture for admission; however, the pre-professional degree is not by itself recognized as an accredited degree.*

New York Institute of Technology School of Architecture and Design offers the following NAAB-accredited degree programs:

BACHELOR OF ARCHITECTURE (160 undergraduate credits)

## Overview of the B.S.A.T. and B.Arch. Programs

With the B.Arch., the successful student may proceed with the sequence of internship and the professional steps that lead to licensure as well as eligibility for certification from the National Council of Architectural Registration Boards (NCARB). The B.S.A.T. is a non-professional degree offering that permits the successful student to gain a license to practice architecture in the state of New York but does not make the degree holder eligible for NCARB certification. Should the successful B.S.A.T. graduate later seek to gain a first professional degree in architecture, he/she could pursue a first professional B.Arch. or a first professional M.Arch.

Those students who choose to undertake the B.S.A.T. program may wish to consider the opportunity to concentrate their studies in construction management. Upper-level courses in areas such as contract management, construction supervision, and real estate fundamentals make up the offerings of the B.S.A.T. with a concentration in construction management.

Two semesters of Design Fundamentals, the first-year design studios, introduce the student to the basic principles of 3-D design through a series of composition, planning, and introductory design problems. In the second year, progressively more demanding problems, in addition to significant building design analysis exercises, are undertaken. Students accepted into the five-year B.Arch. program are required to complete Design III through Design VIII, or an additional six semesters of design studios. In the third year, students are required to solve architectural problems involving small but increasingly more complex building programs. Urban and community design and building design programs requiring inventive structural systems are emphasized in the fourth year. In the fifth and final year of the program, students undertake a terminal thesis project, individually chosen, which serves to demonstrate a cumulative grasp of all the factors that influence the design of a complex work of architecture.

In the fourth and final year of the B.S.A.T. curriculum, students are required to complete a Capstone Project Integration Studio, where all aspects of a building design and architectural technology are fully explored and integrated into one comprehensive exercise.

Although design studios form the core of the experience at the School of Architecture and Design, complementary avenues of study and inquiry operate as essential aspects of the program and the training of students. Courses in architectural history introduce students to the history of the built domain from the earliest times to the present. Methods of historical building design analysis and interpretation are introduced to students through the study of great architectural monuments and cities. Architectural history is introduced not only as a chronology of building development but also as a body of knowledge, an anthology that serves as a tool in the design process. In addition to survey courses, the school offers history seminars in areas such as architectural theory, building technology, and urban planning. A coordinated sequence of drawing and computer courses provides students with the skills to visualize and document design ideas starting with an introductory course focusing on hand drawing and the use of art media, and concluding with a course on advanced digital visualization and rendering.

The School of Architecture and Design is widely respected by the professional community for its course offerings in areas of building technology. Technical competence is cultivated by exposure to an array of course offerings that cover all aspects of building materials, structural systems, and mechanical and electrical systems. The management of the construction process is covered by comprehensive upper-level courses that focus on the procedures of professional practice and construction supervision as well as contemporary use of computers in the construction industry. The technology faculty, as active members of the construction community, bring real-world experience to coursework and maintain an up-to-date bridge between the curriculum and changes in professional practice. The Associate in Applied Science in Architectural Technology is also offered.

### **Additional Information**

All work completed in fulfillment of course requirements or in conjunction with a student's coursework shall be the property of the School of Architecture and Design. The school may waive this right at its discretion. Students reserve the right to gain access to materials for the purpose of making copies and reproductions.

School of Architecture and Design exercises a policy of student redistribution in design studio sections that meet at the same scheduled time period in order to promote diversity in the learning experience. Redistribution is based on the student's prior experience with design faculty members and their previous academic performance.

### **Summer Study Abroad**

School of Architecture and Design enjoys an international reputation for its summer study abroad programs. These programs are offered under the direction of one or more full-time faculty members. The school offers one to three diverse programs each summer depending upon student interest and faculty availability. Thus far, NYIT has offered programs in China, France, Italy, Germany, Spain, Greece, Turkey, Egypt, the Netherlands, Israel, Finland, and India. These programs put NYIT students and faculty in contact with foreign students and architects while living in another culture, enabling them to understand firsthand the range, diversity, and power of living architecture as individual buildings or as entire cities and spaces. Summer study abroad course credits can be applied to a student's specific curriculum and field of study. The summer programs are open to students enrolled in any degree program offered by the School of Architecture and Design.

---

*This program has specific admission requirements in addition to our general requirements (below).*

## **Admission Requirements for B.S.A.T.**

Thanks for your interest in architecture degrees. All students interested in the Architectural Technology, B.S.A.T. or the Architecture, B.Arch. degree will be reviewed for admission to the B.S.A.T. degree. Upon completing a two-year common core curriculum and meeting specific requirements, you may be able to progress into the five-year B.Arch. degree or complete your B.S.A.T. degree, which is accredited by New York state and may lead to New York state licensure.

### **First Year**

Minimum combined SAT score of 1080 (critical reading and math only) or ACT composite score of 21

Students who do not meet this requirement will be permitted to matriculate with an undeclared degree status in the School of Architecture and Design. The designation is ARCH Undeclared. During this time, students undertake selected courses that foster the exploration of



architecture and design, while providing students the opportunity to demonstrate academic success in a college setting. Completion of the first semester with a minimum cumulative grade average of 2.5 allows the ARCH Undeclared major access to the B.S.A.T. program.

Three years of math

A portfolio is not required as part of the admissions process

## Transfer

Complete at least 30 credits with a 2.75 cumulative grade average in all coursework or a 3.0 cumulative average in architecture courses before applying for admission to the B.Arch.

A portfolio review by school design faculty is required for all transfer students seeking transfer credit for design coursework.

## Application Materials

Completed application

\$50 nonrefundable application fee

Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.

Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.

NYIT SAT Code: 2561, NYIT ACT Code: 2832

Two letters of recommendation

300–350 word essay on one of the following topics:

Tell us about your career goals and why attending NYIT would further these goals.

Describe the achievement of which you are most proud and why.

### [International Students Special Requirements](#)

If you are admitted to this program, you will need to complete a two-year common core curriculum, including the first-year AAID sequence. This curriculum includes design studios and architectural history courses, as well as liberal arts courses such as English composition, math, physics, behavioral science, economics, fine arts, and social science. After successful completion of this program, you may:

Continue with the four-year B.S.A.T. degree.

Apply for admission into the Architecture, B.Arch. degree (see below).

---

## Transition to the Bachelor of Architecture Program

You will be reviewed for admission to the Architecture, B.S.A.T. degree. [View admission requirements](#) (above).

After successful completion of Architecture, B.S.A.T. program, you may apply for admission to the five-year, 160-credit B.Arch. program, which is accredited by the National Architectural Accrediting Board (NAAB) through 2025. Completion of the B.Arch. degree will allow you to proceed with the sequence of internship and professional steps that lead to licensure and certification from the National Council of Architectural Registration Boards. The B.Arch. also prepares you for New York state licensure and reciprocal licensure in other states.

Candidates for admission into the B.Arch. program must submit a representative portfolio of individual student design work, called the Foundation Portfolio, upon completion of ARCH 202, which is reviewed by a committee of faculty members. Following acceptance of the Foundation Portfolio by the review committee, the candidate may apply for admission to the B.Arch. program. At the time of application, the student must demonstrate a cumulative grade average of 2.75 for all courses undertaken at NYIT or 3.0 for courses undertaken in architecture exclusively. Students must be accepted into the B.Arch. program, which requires both portfolio acceptance and a cumulative GPA of 2.75 prior to enrolling in ARCH 301.

---

## Admission Requirements for A.A.S.

This Associate of Applied Science degree in Architecture follows our general admission requirements (below).

---

*This program follows our general admission requirements.*

## Application Materials

Completed application

\$50 nonrefundable application fee

Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.

Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.

NYIT SAT Code: 2561, NYIT ACT Code: 2832

Two letters of recommendation

300–350 word essay on one of the following topics:

Tell us about your career goals and why attending NYIT would further these goals.



# Curriculum Requirements for the Associate in Applied Science Degree in Architectural Technology

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
		Total: 15 Credits

Math and Science		Credits:
MATH 141	Precalculus	4
PHYS 136	Physics for the Modern Architect	4
		Total: 8 Credits

## Major Requirements

Architecture and Interior Design		Credits:
AAID 101	Design Fundamentals I	5
AAID 102	Design Fundamentals II	5
AAID 140	Visualization I	3
AAID 160	Introduction to History, Theory, and Criticism in Architecture and Design	3
AAID 240	Visualization II	3
		Total: 19 Credits

Architecture		Credits:
ARCH 201	Architectural Design I	5
ARCH 202	Architectural Design II	5
ARCH 211	Statics and Strength of Materials	3
ARCH 221	Building Construction I	3
ARCH 222	Building Construction II	3

ARCH XXX	Electives	3
		Total: 22 Credits
Electives		Credits:
	Consult with advisor on any Electives	3
Total Required Credits: 67		

School of Architecture and Design Curriculum

# Curriculum Requirements for the Bachelor of Architecture

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 303	Communication for Art and Design	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits
Math and Science		Credits:
MATH 141	Precalculus	4
PHYS 136	Physics for the Modern Architect	4
		Total: 8 Credits

## Major Requirements

Architecture and Interior Design		Credits:
AAID 101	Design Fundamentals I	5
AAID 102	Design Fundamentals II	5
AAID 140	Visualization I	3

AAID 160	Introduction to History, Theory, and Criticism in Architecture and Design	3
AAID 240	Visualization II	3
		Total: 19 Credits
Architecture		Credits:
ARCH 161	Survey History of Architecture I	3
ARCH 162	Survey History of Architecture II	3
ARCH 201	Architectural Design I	5
ARCH 202	Architectural Design II	5
ARCH 211	Statics and Strength of Materials	3
ARCH 221	Building Construction I	3
ARCH 222	Building Construction II	3
ARCH 272	Environmental Site Planning	3
ARCH 301	Architectural Design III	5
ARCH 302	Architectural Design IV	5
ARCH 311	Structural Steel Design	3
ARCH 312	Reinforced Concrete Design	3
ARCH 324	Environmental Systems I	3
ARCH 325	Environmental Systems II	3
ARCH 327	CAD Construction Drawings	3
ARCH 340	Visualization III	3
ARCH 361	Architectural History and Theory Seminar	3
ARCH 362	City Planning	3
ARCH 401	Architectural Design V	5
ARCH 402	Architectural Design VI	5
ARCH 411	Advanced Structural Concepts I	3
ARCH 481	Professional Practice I	3
ARCH 501	Architectural Design VII	5
ARCH 502	Architectural Design VIII	5
ARCH XXX	Electives	6
		Total: 94 Credits
Electives (non-ARCH)		Credits:
	Consult with advisor on any Electives	9
Total Required Credits: 160		

# Curriculum Requirements for the Bachelor of Science in Architectural



# Technology

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 303	Communication for Art and Design	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits
Math and Science		Credits:
MATH 141	Precalculus	4
PHYS 136	Physics for the Modern Architect	4
		Total: 8 Credits

## Major Requirements

Architecture and Interior Design		Credits:
AAID 101	Design Fundamentals I	5
AAID 102	Design Fundamentals II	5
AAID 140	Visualization I	3
AAID 160	Introduction to History, Theory, and Criticism in Architecture and Design	3
AAID 240	Visualization II	3
		Total: 19 Credits
Architecture		Credits:
ARCH 161	Survey History of Architecture I	3
ARCH 162	Survey History of Architecture II	3
ARCH 201	Architectural Design I	5

ARCH 202	Architectural Design II	5
ARCH 211	Statics and Strength of Materials	3
ARCH 221	Building Construction I	3
ARCH 222	Building Construction II	3
ARCH 272	Environmental Site Planning	3
ARCH 311	Structural Steel Design	3
ARCH 312	Reinforced Concrete Design	3
ARCH 324	Environmental Systems I	3
ARCH 325	Environmental Systems II	3
ARCH 327	CAD Construction Drawings	3
ARCH 411	Advanced Structural Concepts I	3
ARCH 412	Advanced Structural Concepts II	2
ARCH 423	Project Integration Studio	5
ARCH 481	Professional Practice I	3
ARCH XXX	Electives	3
		Total: 59 Credits
Additional Requirements (choose one of the following)		Credits:
MATH 161	Basic Applied Calculus	3
MATH 170	Calculus I	4
PHIL 250	Logic and the Scientific Method	3
PHYS 156	Selected Topics in Environmental and Energy Issues for the Modern Architect	3
		Total: 3–4 Credits
Electives		Credits:
	Liberal Arts Electives	12
Total Required Credits: 131–132		

# Curriculum Requirements: B.S. in Architectural Technology, Concentration in Construction Mgmt.

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3

FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 303	Communication for Art and Design	3
		Total: 18 Credits

<b>Seminars</b>		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

<b>Math and Science</b>		Credits:
MATH 141	Precalculus	4
PHYS 136	Physics for the Modern Architect	4
		Total: 8 Credits

## Major Requirements

<b>Architecture and Interior Design</b>		Credits:
AAID 101	Design Fundamentals I	5
AAID 102	Design Fundamentals II	5
AAID 140	Visualization I	3
AAID 160	Introduction to History, Theory, and Criticism in Architecture and Design	3
AAID 240	Visualization II	3
		Total: 19 Credits

<b>Architecture</b>		Credits:
ARCH 161	Survey History of Architecture I	3
ARCH 162	Survey History of Architecture II	3
ARCH 201	Architectural Design I	5
ARCH 202	Architectural Design II	5
ARCH 211	Statics and Strength of Materials	3
ARCH 221	Building Construction I	3
ARCH 222	Building Construction II	3
ARCH 272	Environmental Site Planning	3
ARCH 311	Structural Steel Design	3
ARCH 312	Reinforced Concrete Design	3
ARCH 324	Environmental Systems I	3



ARCH 325	Environmental Systems II	3
ARCH 327	CAD Construction Drawings	3
ARCH 411	Advanced Structural Concepts I	3
ARCH 412	Advanced Structural Concepts II	2
ARCH 423	Project Integration Studio	5
ARCH 471	Construction Supervision and Management I	3
ARCH 481	Professional Practice I	3
		Total: 59 Credits
<b>Construction Management</b>		Credits:
ARCH 473	Construction Management Contracts	3
ARCH 474	Real Estate Fundamental Development	3
ARCH 475	CAD Management and Administration	3
ARCH 476	Modern Construction Technologies	3
		Total: 12 Credits
<b>Additional Requirements (choose one of the following)</b>		Credits:
MATH 161	Basic Applied Calculus	3
MATH 170	Calculus I	4
PHIL 250	Logic and the Scientific Method	3
PHYS 156	Selected Topics in Environmental and Energy Issues for the Modern Architect	3
		Total: 3–4 Credits
<b>Total Required Credits: 131–132</b>		

# Interior Design, B.F.A.



The mission of NYIT’s Bachelor of Fine Arts in Interior Design program is:

To **CREATE** globally engaged, environmentally sensitive professionals who possess artistic sensibility, intellectual ability, and hands-on technical proficiency

To **PREPARE** interior designers for a lifelong process of interdisciplinary exploration, reflection, and development and an acute understanding of human relationships and the built environment

To **STIMULATE** creativity and **ENGENDER** personal self-confidence, which is the earmark of leadership

2017 marks 50 years as a program for interior design at NYIT. The program moves forward into the next half century with cutting-edge technological tools and professional acuties, anchored by the strong influential foundations of Hans Schroeder, the department’s first Chair. Students starting September 2017 will follow a revised curriculum of 130 credits to achieve the Bachelor of Fine Arts in Interior Design (BFA). Additionally, the program now offers a 4+1 option, which includes the BFA sequentially followed with 30 credit Masters of Business Administration in Management with a Specialization of Design Management (MBA).

This program is offered at our Long Island (Old Westbury) campus and at our global campus in Abu Dhabi, UAE.

All students admitted to the interior design program begin their studies with a foundation year of design fundamentals, visualization, history, and design theory, along with some of the required NYIT Discovery Core courses. Many of these fundamental courses have the nomenclature AAID—which means Architecture And Interior Design—reflecting shared design concepts and principles. Combined cohorts of architecture and interior design students take these courses together. Direct admission into the first year of this curriculum requires a minimum combined SAT score of 1080 (critical reading and math only) or ACT of 21. Students failing to meet this requirement are permitted to matriculate with an undeclared degree status in the School of Architecture and Design. The designation for both disciplines reads as “ARCH Undeclared.” During this time, students take selected courses that foster the exploration of architecture and design and provide them with an opportunity to demonstrate academic success in a college setting. Completion of the first semester with a minimum cumulative grade average of 2.5 allows the ARCH Undeclared major access to the Bachelor of Fine Arts in Interior Design program.

Interior design has taken on a multifaceted identity. As the interior design profession has gained in professional stature, charged with public safety and welfare, the designer is now seen as an integral member of professional teams alongside other professionals such as architects and engineers. This has placed increased pressures on schools to maintain exacting standards and accreditation with councils charged with ensuring the students meet certain criteria related to maintaining the knowledge and expertise needed for this demanding new role. The interior designer, as opposed to the interior decorator, not only creates human environments that enhance the function and quality of public and private spaces, but also the expression of human values by providing a context for human activity, improving the quality of life, increasing productivity, all while protecting the public’s health and safety.

This course of study, leading to the Bachelor of Fine Arts in Interior Design, prepares students for the rewarding challenges of designing for the 21st century. The program focuses on the relationship between human performance and environment through an innovative mix of studio design projects, profession-specific coursework, community-oriented projects, and internships in the field.

Complementing these experiences, the program also incorporates study abroad and multiple site visits to furniture, fabric/textile, lighting, and other material showrooms. This is easily accomplished because New York City and Abu Dhabi are metropolitan areas with major centers of design, including showrooms of products, practitioners’ offices, and access to many public spaces. Links for the student are established with professionals through office visits and, wherever possible, with project sites. To enhance student learning, the program reaches out, not only locally and regionally, but also globally. In April 2012, the program was one of 18 schools from around the world invited to participate in the celebrated SaloneSatellite exhibition in Milan, Italy, one of the world’s most exclusive design and furniture fairs. “This opportunity has really opened my eyes to realize that



there is an entire world of design happening around me that I am going to see firsthand,” expressed a second-year interior design student who was one of the students selected to travel to Milan.

The curriculum includes coursework that covers all aspects of professional interior design. A unique aspect of the program is that during the course of their studies, students of interior design and architecture join in classes that emphasize design fundamentals, building technology, and the history of architecture, thus introducing the close working partnership between the two professions. Advanced courses in interior design cover such topics as materials, perspective, color, computer-aided drawing (CAD), building codes, history of interior design, furniture design, lighting, business procedures, and special projects. There is a strong correlation between the different levels of courses. The curriculum is sequential, with the knowledge that the skills and design sensibilities gained at each level directly affect succeeding levels as students advance through the program.

A special aspect of the program is that faculty members are often practicing professionals in the fields of interior design, architecture, and other related professions. This cross-disciplinary approach mirrors real-world interaction and relationships. As the professions of interior design and architecture cross-reference each other more and more, this becomes a critical and important distinction for both programs.

Students’ cultural diversity and broad life experiences are integral to the program. To ensure opportunity for students with diverse backgrounds, freshmen are not required to submit portfolios as part of their admission process. However, all students are required to submit an Evaluation/Portfolio for review, and have a 2.75 cumulative index or a 3.0 average in interior design coursework after completion of DSGN 202 (Interior Design II). Since acceptance of this Evaluation/Portfolios is required prior to admittance to DSGN 301 (Interior Design Problems I), students must submit the Evaluation/Portfolios for review while enrolled in DSGN 202.

Transfer students who are applying for interior design, architecture, or fine arts credits must have a portfolio review with the department to determine their position in the program.

In order to realize the department’s commitment to a cross-disciplinary approach that fosters professionalism and other human values critical to a successful career in interior design, each student seeking admission to DSGN 301 will also be evaluated by faculty on presentation skills, interpersonal skills, and attitude, and the department reserves the right to deny or delay a student’s admission to DSGN 301 on that basis.

Students work closely with a faculty advisor who serves as an academic and professional mentor throughout their years at NYIT. To further refine professional development, students are required to participate in an internship through course DSGN 290. To be eligible, students must have sophomore or higher status and at least one semester in NYIT with 2.0 or better GPA. The course may be repeated; it is for zero credit. The internship, is for a minimum of 256 hours and affords the student the opportunity to gain practical experience, increase professionalism, develop a basic understanding of the work environment, and sharpen career focus. In the final year of study, students will develop a capstone thesis, which serves to showcase their skills and accrued knowledge in the design program. They develop and research a program, select a site, and conceptualize and design an interior environment. The research, drawings, and images that result are presented to a professional jury of practitioners and professors.

Scholarship opportunities specifically for NYIT interior design students include the Brendalyn Stempel Scholarships (selected by the donor and available to students entering their fourth year of studies), and the ELF awards through the local ASID chapter and awarded through the department each year. In addition, our students have applied for and been recipients of the National Donghia Scholarships, IIDA, and NEWH scholarships.

NYIT’s four-year Bachelor of Fine Arts in Interior Design program puts the student on a professional career path. Upon graduation and two years of interior design work experience (half of which may be possible to achieve while in school), U.S. graduates of the program are eligible to sit for the National Council of Interior Design Qualification exam. Passage of this exam, in conjunction with one additional year of work experience, allows for application to New York State to be licensed as a CID, Certified Interior Designer. Other states have similar certification and licensing requirements.

The interior design program at NYIT-Long Island has been continuously accredited by the Council for Interior Design Accreditation since March 1984. The 2013 CIDA visit for the Long Island (Old Westbury) campus resulted in a six-year professional level accreditation through 2019. The Abu Dhabi campus program is accredited by the Ministry of Education of the UAE.

---

## Admission Requirements

### First Year

Minimum combined SAT score of 1080 (critical reading and math only) or ACT composite score of 21

Students who do not meet this requirement will be permitted to matriculate with an undeclared degree status in the School of Architecture and Design. The designation is ARCH Undeclared. During this time, students undertake selected courses that foster the exploration of architecture and design, while providing students the opportunity to demonstrate academic success in a college setting. Completion of the first semester with a minimum cumulative grade average of 2.5 allows the ARCH Undeclared major access to the Interior Design, B.F.A. program.

### Transfer

A portfolio review by school design faculty is required for all transfer students seeking transfer credit for design coursework.

## Application Materials

Completed application

\$50 nonrefundable application fee

Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.

Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT.



If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.  
NYIT SAT Code: 2561, NYIT ACT Code: 2832  
Two letters of recommendation  
300–350 word essay on one of the following topics:  
Tell us about your career goals and why attending NYIT would further these goals.  
Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

## Progression in the Program

At the juncture between the second and third year studios, all students are required to submit an Evaluation/Portfolio for review and have a 2.75 cumulative index, or a 3.0 average in interior design coursework. Students must submit the Evaluation/Portfolios for review while enrolled in DSGN 204 (Interior Environments III), and approval is needed for admittance to DSGN 303 (Interior Environments IV). To realize the department's commitment to a cross-disciplinary approach that fosters professionalism and other human values critical to a successful career in interior design, each student seeking admission to DSGN 303 will also be evaluated by faculty on presentation skills, interpersonal skills, and attitude, and the department reserves the right to deny or delay a student's admission to DSGN 303 on that basis.

School of Architecture and Design Curriculum

# Curriculum Requirements for the Bachelor of Fine Arts in Interior Design

### Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 303	Communication for Art and Design	3
		Total: 18 Credits

Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

Math and Science		Credits:
MATH 115	Introductory Concepts of Mathematics	3
	Science choice	3
		Total: 6 Credits

Major Requirements		
Architecture/Interior Design		Credits:
AAID 101	Design Fundamentals I	5
AAID 140	Visualization I	3
AAID 160	Introduction to History, Theory, and Criticism in Architecture and Design	3
AAID 240	Visualization II	3
		Total: 14 Credits
Architecture		Credits:
ARCH 325	Environmental Systems II	3
Interior Design		Credits:
DSGN 102	Interior Environments I	4
DSGN 160	Design Theory: History and Context	3
DSGN 203	Interior Environments II	4
DSGN 204	Interior Environments III	4
DSGN 211	Structures	2
DSGN 221	Working Drawings	3
DSGN 224	Material Discoveries	3
DSGN 232	Color in Space	2
DSGN 242	Modeling, Rendering, and Communication I	3
DSGN 243	Modeling, Rendering, and Communication II	3
DSGN 290	Internship	0
DSGN 303	Interior Environments IV	4
DSGN 304	Furniture Design and Detail Integration	4
DSGN 362	History of Interiors I	3
DSGN 363	History of Interiors II	3
DSGN 370	Lighting Strategies for Interiors	3
DSGN 382	Building Codes and Regulations	3
DSGN 383	Marketing and Branding for Design Disciplines	1
DSGN 401	Interior Environments V	4
DSGN 402	Senior Project in Interior Design	4
DSGN 451	Interior Design Thesis Research	2
DSGN 483	Interior Design Business and Management	3
		Total: 65 Credits
Fine Arts		Credits:
ARTW 101	Drawing I	3

Electives		Credits:
	Consult with advisor on any Electives	9
Total Required Credits = 130		

# Curriculum Requirements for the Interior Design, B.F.A., Design Management M.B.A. Track

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 303	Communication for Art and Design	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ECON 501	Principles of Economics I	1.5
ECON 510	Principles of Economics II	1.5
		Total: 12 Credits
Math and Science		Credits:
MATH 125	Finite Mathematics	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

Architecture and Design Fundamentals		Credits:
AAID 101	Design Fundamentals I	5
AAID 140	Visualization I	3
AAID 160	Introduction to History, Theory, and Criticism in Architecture and Design	3



AAID 240	Visualization II	3
ARCH 325	Environmental Systems II	3
		Total: 17 Credits

Interior Design Courses		Credits:
DSGN 102	Interior Environments I	4
DSGN 160	Design Theory: History and Context	3
DSGN 203	Interior Environments II	4
DSGN 204	Interior Environments III	4
DSGN 211	Structures	2
DSGN 221	Working Drawings	3
DSGN 224	Material Discoveries	3
DSGN 232	Color in Space	2
DSGN 242	Modeling, Rendering, and Communication I	3
DSGN 243	Modeling, Rendering, and Communication II	3
DSGN 290	Internship	0
DSGN 303	Interior Environments IV	4
DSGN 304	Furniture Design and Detail Integration	4
DSGN 362	History of Interiors I	3
DSGN 363	History of Interiors II	3
DSGN 370	Lighting Strategies for Interiors	3
DSGN 382	Building Codes and Regulations	3
DSGN 383	Marketing and Branding for Design Disciplines	1
DSGN 401	Interior Environments V	4
DSGN 402	Senior Project in Interior Design	4
DSGN 451	Interior Design Thesis Research	2
DSGN 483	Interior Design Business and Management	3
		Total: 65 Credits

Management Electives (choose six)		Credits:
ACCT 501	Accounting I	1.5
ACCT 510	Managerial Accounting	1.5
FINC 501	Finance	1.5
MGMT 501	Principles of Management	1.5
MGMT 510	Management Information Systems	1.5
MIST 501	Introduction to Marketing	1.5
MRKT 501	Business Statistics	1.5
QANT 501	Production and Operations Management	1.5
QANT 510	Management Science	1.5
QANT 520	Business Policy and Strategy	1.5

		Total: 9 Credits
Students must take six 1.5 credit each 500-level School of Management Waivable Core Courses to complete the BFA degree requirement before moving on to the MBA component.		
Total BFA Required Credits = 130		
Master of Business Administration		Credits:
	Credits to be completed within the School of Management <a href="#">M.B.A. program</a> .	30
Total Combined Credit Requirement = 160		

School of Health Professions

# School of Health Professions



**Gordon Schmidt, Ph.D., FACSM**  
**Interim Dean and Professor**

The School of Health Professions offers bachelor's degrees in Health Sciences, Health and Wellness, and Nursing, as well as minors in Health Sciences and Health Services Administration. The school also offers master's degrees in Clinical Nutrition, Occupational Therapy, and Physician Assistant Studies, and a Doctor of Physical Therapy. The school collaborates with all NYIT divisions in its academic endeavors, especially the College of Osteopathic Medicine.

[Doctor of Physical Therapy \(PHTH\)](#)  
Karen Friel, PT, D.H.S., Chair

[Master's of Science in Clinical Nutrition \(CLNU\)](#)  
Mindy Haar, Ph.D., R.D., C.D.N., Director

[Master's of Science in Occupational Therapy \(OCTH\)](#)  
Razan Hamed, Ph.D., OTR/L, Chair

[Master's of Science in Physician Assistant Studies \(PHAS\)](#)  
Zehra Ahmed, PA-C, M.B.B.S., Chair

[\*\*Bachelor of Science in Health and Wellness \(HLTWL\)\*\*](#)

Mindy Haar, Ph.D., R.D., C.D.N., Director

[\*\*Bachelor of Science in Health Sciences \(HSCI\)\*\*](#)

[\*\*Minor in Health Sciences\*\*](#)

[\*\*Minor in Health Services Administration\*\*](#)

Mindy Haar, Ph.D., R.D., C.D.N., Director

[\*\*Bachelor of Science in Nursing \(NURS\)\*\*](#)

Lisa Sparacino, R.N., C.C.R.N., C.N.E., Interim Chair

School of Health Professions

## Health and Wellness, B.S.



The Bachelor of Science in Health and Wellness offers students an excellent foundation in health, science, and liberal arts. Broadly educated students with knowledge of contemporary health care issues and services are ready for employment in medical centers, clinics, community health centers, government health departments, fitness and wellness centers, and the pharmaceutical and health insurance industries. According to U.S. Bureau of Labor Statistics, careers in exercise, wellness, and health promotion are projected to grow faster than average and job prospects are favorable. The U.S. Affordable Care Act, the rising cost of health care, an aging population, and concerns about childhood obesity have increased the need for individuals trained to address these issues. In addition, graduates may pursue advanced studies in fields such as nursing, public health, health administration, social work, and health information technology.

Our faculty are accomplished health professionals across many disciplines who have a passion for teaching. Their experiences, participation in professional organizations, and cutting-edge research across local, national, and international venues impact how students think about health. Career advisement is ongoing at NYIT. Students have the opportunity early on to discuss with their advisor possible career paths and match coursework with anticipated future employment and/or requirements of expected graduate study.

Students are introduced to the health professions through our course in Community Health Implications. Exposure to myriad health professions is given in Professional and Cultural Issues in Health Care, in which representatives from several health disciplines visit the class and answer questions posed by students. Introduction to Clinical Nutrition Practice gives our majors a firm foundation in an increasingly important subject area. Our more advanced courses include study of Medical Terminology, Medical Ethics, Health Information Management, and Health Care Payment Systems. Our program also includes a choice of two of the following courses: Lifestyle and Weight Management, Health and Aging, Exercise Physiology, and Complementary and Alternative Medicine. With 18 free elective credits, students may take additional courses in areas such as writing, management, and communications. Senior year includes a practicum course where students work 60 hours throughout one semester in a health care setting with support from a course leader and guidance and oversight from NYIT's Office of Career Services. This capstone course ensures that students develop professional skills in writing résumés, seeking appropriate positions, interviewing, and learning appropriate workplace behavior.

Students interested in careers in physical therapy, occupational therapy, or physician assistant studies should major in the **B.S. in Health Sciences**, not



the B.S. in Health and Wellness. The former degree includes extensive science and math courses needed for applying to related graduate programs.

*This program follows our general admission requirements.*

### Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

### School of Health Professions Curriculum

# Curriculum Requirements for the Bachelor of Science in Health and Wellness

### Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 302	Communication for Healthcare Careers	3
		Total: 18 Credits
Seminars		Credits:
ICBS 309	Anthropological Approaches to Health Seminar	3
ICLT 3XX	Literature Choice	3
ICPH 3XX	Philosophy Choice	3
ICSS 3XX	Social Science Choice	3
		Total: 12 Credits
Math and Science Requirement		Credits:
MATH 135	Fundamentals of Precalculus I	4
	— OR —	
MATH 141	Precalculus	4

CHEM 105	Applied Chemistry	3
	—OR—	
CHEM 110	General Chemistry I	4
		Total: 7–8 Credits

### Major Requirements

<b>Health Sciences</b>		Credits:
HSCI 190	Community Health Implications	3
HSCI 195	Professional and Cultural Issues in Health Care	3
HSCI 210	Medical Terminology	2
HSCI 410	Senior Practicum I	4
HSCI 420	Biomedical Ethics	3
HSCI 425	Health Information Management	3
HSCI 430	Health Care Payment Systems	3
		Total: 21 Credits

<b>Health Sciences (choose two)</b>		Credits:
HSCI 320	Comp and Alt Medicine	3
HSCI 330	Exercise Physiology	3
HSCI 340	Health and Aging	3
NTSI 360	Lifestyle and Weight Management	3
		Total: 6 Credits

<b>Nutrition Requirement (choose one)</b>		Credits:
NTSI 201	Intro to Clinical Nutrition Practice	3
BIOL 260	Nutrition and Diet Therapy	3
		Total: 3 Credits

<b>Biology</b>		Credits:
BIOL 210	Human Gross Anatomy	4
BIOL 235	Microbiology	4
BIOL 310	Human Physiology	4
BIOL 312	Pathophysiology	3
		Total: 15 Credits

<b>Chemistry Requirement (choose one)</b>		Credits:
CHEM 210	Organic Chemistry I	4
CHEM 215	Bio-Organic Chemistry	4
		Total: 4 Credits

Management		Credits:
MGMT 102	Principles of Management	3
		Total: 3 Credits
Behavioral Sciences		Credits:
PSYC 101	Introduction to Psychology	3
PSYC 210	Statistical Analysis	4
PSYC 221	Human Development	3
ANTH 101	Anthropology	3
		Total: 13 Credits
Electives		Credits:
	Elective Courses	18
Total Required Credits: 120–121		

School of Health Professions

# Health Sciences, B.S.



The Bachelor of Health Sciences offers students an excellent foundation in health sciences as well as liberal arts and basic sciences. It is designed to prepare graduates for entry-level administrative positions in the private and public sectors of health care such as medical centers, clinics, government health departments, fitness and wellness centers, the pharmaceutical industry, community health initiatives, and the health insurance industry. In addition, coursework includes prerequisites to pursue graduate study in occupational therapy, physical therapy, physician assistant studies, and other health-related professions or businesses.

According to U.S. Bureau of Labor Statistics, careers in exercise, wellness, and health promotion are projected to grow faster than average and job



prospects are favorable. The rising cost of health care, an aging population, and concerns about childhood obesity have increased the need for individuals trained to address these societal issues.

Our faculty members are accomplished health professionals from many disciplines who have a passion for teaching. Their experiences, participation in professional organizations, and cutting-edge research at local, national, and international venues impact how their students think about health. Pre-health career advisement is ongoing and designed to assure alignment of students' strengths, interests, and academic performance with appropriate professional paths.

Students are introduced to the health professions through our course in Community Health Implications. Exposure to myriad health professions is given in Professional and Cultural Issues in Health Care, in which representatives from several health disciplines visit the class and answer questions posed by students. Introduction to Clinical Nutrition Practice gives our majors a firm foundation in an increasingly important subject area. Our more advanced courses include study of Medical Terminology, Medical Ethics, Health Information Management, and Health Care Payment Systems. Electives include courses in Lifestyle and Weight Management, Health and Aging, Exercise Physiology, and Complementary and Alternative Medicine. During senior year, students take a two-semester practicum where they work at least 60 hours throughout each semester in a health care setting with support from a course leader and oversight and guidance from NYIT's Office of Career Services. This capstone course ensures that students develop professional skills in writing résumés, seeking appropriate positions, interviewing, and learning good workplace behavior.

*This program follows our general admission requirements.*

### Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

# Curriculum Requirements for the Bachelor of Science in Health Sciences

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 302	Communication for Healthcare Careers	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3

ICSS 3XX	Social Science choice	3
ICBS 309	Anthropological Approaches to Health Seminar	3
		Total: 12 Credits
<b>Math Requirement (select one of the following)</b>		Credits:
MATH 141	Precalculus	4
MATH 170	Calculus I	4
		Total: 4 Credits
<b>Science Requirement</b>		Credits:
BIOL 110	General Biology I	4
		Total: 4 Credits

### Major Requirements

<b>Health</b>		Credits:
HSCI 190	Community Health Implications	3
HSCI 195	Professional and Cultural Issues	3
HSCI 210	Medical Terminology	2
HSCI 400	Seminar	3
HSCI 410	Senior Practicum I	4
HSCI 415	Senior Practicum II	4
HSCI 420	Biomedical Ethics	3
HSCI 425	Health Information Management	3
HSCI 430	Health Care Payment Systems	3
NTSI 201	Introduction to Clinical Nutrition	3
		Total: 31 Credits
<b>Management</b>		Credits:
MGMT 102	Principles of Management	3
		Total: 3 Credits
<b>Behavioral Science</b>		Credits:
PSYC 101	Introductory Psychology	3
PSYC 210	Statistical Analysis	4
PSYC 310	Abnormal Psychology	3
		Total: 10 Credits
<b>Biology</b>		Credits:
BIOL 150	General Biology II	4

BIOL 210	Human Gross Anatomy	4
BIOL 235	Microbiology	4
BIOL 310	Human Physiology	4
		Total: 16 Credits
Chemistry		Credits:
CHEM 110	General Chemistry I	4
CHEM 150	General Chemistry II	4
CHEM 210	Organic Chemistry I	4
	— OR —	
CHEM 215	Bio-Organic Chemistry	4
		Total: 12 Credits
Physics		Credits:
PHYS 140	Physics for Life Sciences	3
PHYS 141	Physics I Laboratory	1
		Total: 4 Credits
Electives		Credits:
	Elective Courses	9
Total Required Credits: 123		

School of Health Professions

# Nursing, B.S.





As health care professionals who focus on immediate, hands-on patient care, nurses are critically important members of health care teams, providing patient education and diagnosing and treating human responses to illness. Nursing is a science and an art, and a respected profession within the health care system. NYIT's Department of Nursing offers a Bachelor of Science in Nursing at the Long Island (Old Westbury) campus. The vision and mission of the Department of Nursing is to promote and demonstrate excellence in nursing practice. The course of study includes traditional classes in the liberal arts and sciences, such as chemistry, sociology, anatomy, and physiology, and courses in nursing science and clinical practice. State-of-the-art nursing labs, including patient simulation models for clinical practice, enhance the teaching-learning environment. In addition, this program offers a number of unique features not found in other nursing programs.

The program is registered and accredited by the New York State Department of Education, Division of Professional Education and is accredited by the Commission on Collegiate Nursing Education (CCNE), One Dupont Circle, NW, Suite 530, Washington, DC, 20036, 202.887.6791.

## **Mission Statement: Department of Nursing**

The mission of the Department of Nursing is to provide excellence in nursing education from a transcultural perspective, extend access to opportunity to members of underrepresented groups in nursing, and to expand knowledge in the nursing profession with an emphasis on transcultural study. The Department of Nursing prepares students to provide nursing care in varied settings and to assume community and institutional roles that meet the needs of a global society.

## **Program Overview**

First, our program is founded on the concepts and theories of transcultural nursing. The NYIT nursing student takes courses that consider the multicultural experiences of both patients and health care professionals. To this end, anthropology courses have been incorporated into the curriculum, and transcultural concepts into core nursing courses. Second, clinical practice locations are varied in scope and are not limited to the hospital setting. Students learn how professional nursing has expanded into community-based facilities, such as home care agencies, school-based clinics, extended care facilities, rehabilitation centers, and ambulatory care clinics.

These focal points—transcultural nursing, team-based care, and community-based nursing practices—prepare students for the realities of nursing in the 21st century. Faculty members are highly experienced professionals who have vast educational, clinical, and leadership experience, and are committed to teaching, advising, and mentoring students to foster academic and professional success. Upon graduation, students are eligible to take the NCLEX-RN licensure exam.

---

## **Admission Requirements**

The four-year program consists of three phases:

1. Nursing major (years one and two): courses in the liberal arts and sciences
2. Pre-Clinical Phase (fourth semester): includes the first nursing course (NURS 102), and is the gateway to the professional phase of the program
3. Professional (Clinical) Phase (years three and four): core nursing and supportive courses

Admission into the nursing major does not guarantee admission to the nursing program. If you are admitted to the pre-professional phase, you will need to complete all prerequisite courses listed as freshman and sophomore courses on the [Nursing Degree Map](#) (with no required prerequisite course

below a grade of C+), and show evidence of good ethical, moral, and personal character in order to transition to the professional phase.

Please be advised that admission into the professional clinical phase is competitive. The number of students accepted into this phase depends on accreditation requirements, available resources, class cap limits, and college GPA.

**Nursing Major (years one and two)**

**First Year**

- Minimum combined SAT score (critical reading and math only) of 1030 or ACT score of 20
- Minimum high school average of 80

**Transfer**

If you have less than 24 transferable credits:

- Minimum combined SAT score (critical reading and math only) of 1030 or ACT score of 20
- Minimum high school average of 80
- One year each of biology and chemistry
- Completed the minimum level of math, which is precalculus or its equivalent
- Received a C+ or higher in each identified science and math courses

If you have 24 or more transferable credits:

- Minimum cumulative college GPA of 2.75
- Received a C+ or higher in each identified science and math courses

**Application Materials**

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your mid-year and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on your desire to work in the field of nursing

[Additional International Student Requirements](#)

**Preclinical Phase/NURS 102 (fourth semester)**

Progression to the professional phase will be based on overall highest-ranked college GPA and fully meeting established criteria.

A student, who believes he or she is ready, meets progression criteria, and is interested in beginning the clinical phase of nursing major at NYIT must apply for the professional (clinical) phase of the nursing program using the Nursing’s Centralized Application Service (NursingCAS) in the fall semester to be considered for admission to NURS 102 in January. This course is offered every spring semester (be sure to review the nursing website for notice posted at the beginning of every fall semester). Information regarding the application procedure can be found by visiting the [nursing website](#).

To progress to the professional (clinical) phase, students must first meet the following requirements to be admitted to NURS 102, the gateway course to the clinical phase of the nursing program.

- Minimum cumulative college GPA of 2.75
- Complete all general education requirements and the prerequisite freshman and sophomore courses listed on the [Nursing semester maps](#), including:

Prerequisite coursework for admission includes:	
	NYIT Course
Pre-calculus	MATH 135 or higher
Applied or Introductory Chemistry	CHEM 105 or CHEM 110
Bio-organic Chemistry	CHEM 215
Human Anatomy	BIOL 210
Human Physiology	BIOL 310
Introductory Psychology	PSYC 101
Statistics	PSYC 210
Human Development	PSYC 221



Introductory Anthropology	ANTH 101
One additional science course	FCSC 101
<b>Taken first semester of admission along with NURS 102:</b>	
	<b>NYIT Course</b>
Pathophysiology	BIOL 312
Microbiology	BIOL 235
Nutrition	BIOL 260 or NTSI 201

Minimum grade of C+ in all required prerequisite courses listed above

Students may repeat only two of the required prerequisite courses in which you earned a grade of C or below. These courses may be repeated only once. This requirement includes courses taken at other colleges.

If students are missing any prerequisite coursework, they must demonstrate that they can successfully complete all required pre-clinical coursework listed in the [Nursing semester maps](#) for their first, second, third, and fourth semester courses prior to the start of NURS 301 in the fifth semester of junior year.

If students do not achieve the above requirements, then they are not eligible to transition to the professional phase of the nursing program.

Take nationally normed tests throughout the curriculum

Meet all requirements of the Department of Nursing and affiliated agencies, and provide evidence of specific immunizations and health clearance, as well as current certification in Basic Cardiac Life Support before clinical placement.

Be advised that requirements may change during the program and that students will be required to meet current standards for clinical affiliation placements and progression in the major, irrespective of date of program admission.

Purchase the official NYIT student uniform worn for clinical rotations. Clinical placements are by the clinical lottery policy outlined in the [Nursing Student Handbook](#).

The clinical placement policy is applicable to all nursing students regardless of their admission date into the nursing program. Please be advised that students may be assigned to any of the clinical facilities. Clinical hours may vary according to clinical site availability; may include any day of the week, including weekends, evenings, or nights; and may be 8-hour or 12-hour shifts. During the Preceptored Senior Capstone Clinical Rotation, students must follow the shift of their assigned preceptor; this may require the student to work nights, evenings, or weekends. Transportation to the clinical sites is the student's responsibility. All students in the School of Health Professions have access to the library and other facilities of [NYIT's College of Osteopathic Medicine](#).

### **Professional (Clinical) Phase (years three and four)**

In order to progress through the nursing major, students must meet the following academic requirements:

Maintain a minimum cumulative GPA of 2.75

Receive minimum grades of C+ in all required nursing courses, including NURS 102, 301, 310, 315, 351, 360, 401, 410, 430, 421, 451, 461, 470, and 480

If students earn a grade of C or lower or fail any segment of a nursing course, clinical nursing course, or lab, they will be allowed to repeat the course or clinical lab rotation only once.

If students repeat a nursing course, they must achieve a grade of B- or better. Failure to do so in this repeated course or clinical lab will constitute a course failure and dismissal from the nursing program.

If students earn a C or lower for a required nursing course or clinical lab rotation for a second time, they will be dismissed from the nursing program.

Withdrawal from a course is only permitted in the case of a documented illness, personal emergency, or unusual circumstance and not because of a course/clinical/lab rotation failure or anticipated failure. Given the nature of nursing practice, students will not be permitted to use a withdrawal from a course to avoid a failure.

The [Nursing Student Handbook](#) outlines policies pertaining to the nursing major. Students are held accountable to meet current requirements regardless of date of admission to the clinical phase of the program.

### **Additional Professional (Clinical) Phase Requirements**

All students are required to complete the following by August 1 prior to entry into the professional phase of the nursing program. Any student who does not complete this information, providing copies of the necessary documentation for his/her file, will not be able to enter the professional phase.

1. Health Evaluation Form: Annual physical, required lab work, and PPD are required (only prior PPD is negative). Proof of immunizations must include date, titer, and results. REMINDER: Make copies of ALL documents submitted to the NYIT, DON. You will need copies for your own records. The Nursing Department DOES NOT retain copies of student Health Clearance documents in student files. Keeping a current record of health-related materials is the students' responsibility.
2. Preclinical Checklist: This form will be maintained in the student's file to serve as verification that all the necessary items are completed.
3. Infection Control Certification: This class will be arranged during the semester the students are taking NURS 102 Introduction to Nursing. A certificate of attendance will be awarded to students upon completion of this class.
4. HIPAA/Patient Health Information Confidentiality Certification: This class will be arranged during the semester the students are taking NURS 102 Introduction to Nursing. A certificate of attendance will be awarded to students upon completion of this class.
5. Child Abuse Prevention Certification: This class will be arranged during the semester the students are taking NURS 102 Introduction to Nursing. A certificate of attendance will be awarded to students upon completion of this class.



- 6. Patient Safety Information: This class will be arranged during the semester the students are taking NURS 102 Introduction to Nursing. A certificate of attendance will be awarded to students upon completion of this class.
- 7. Basic Cardiac Life Support (BCLS) w/AED Certification: A copy of the student’s provider status will be maintained on file. Student is responsible for keeping the card current.
- 8. Uniforms: Students are required to purchase and wear the official NYIT Department of Nursing uniforms from the designated uniform company.
- 9. Student Nurse Lab Package: The student is required to purchase a Lab Nurse Pack (approximate cost \$80) to be used throughout the curriculum for clinical practice lab.
- 10. Certified Background Check by Designated Agency: Students may be required as part of the requirements for clinical rotations to have a background check performed by a designated agency. Applicants to the School of Health Professions should be aware that certain legal issues and/or convictions may preclude student from being accepted by clerkships, internships and/or fieldwork and impact the student’s ability to complete the required program courses and qualify for graduation, certification and/or licensure.
- 11. Mandatory Tutorial Support Program: Each student is required to enroll in this online support protocol each semester (five semesters) beginning in NURS 102 and ending with a comprehensive NCLEX-RN REVIEW COURSE. Students are required to participate fully in the tutorial support program, which includes reading assignments, practice tests, and meeting the designated requirements for each nursing course. Students will be required to take all designated competency exams in each of the specified courses and achieve benchmarks set by the department.
- 12. National Student Nurses Association Membership: Annual dues \$40 per year

Students should be advised that requirements may change during the program and that they will be required to meet current standards for clinical affiliation placements and progression in the major, irrespective of date of program admission.

Policies

Policy for Clinical Absences

Clinical time is limited; therefore, no unexcused clinical absences are permitted. In the event of a clinical absence due to an emergency, personal illness, or unusual circumstance, students are responsible for contacting the faculty member within 24 hours of the absence. Students must submit a written explanation along with appropriate documentation for the absence. Students who have an unexcused clinical absence will be at risk of not meeting the requirements of both the course and the program, and will be at risk of clinical failure.

Completion of Professional Phase of the Nursing Program Time Limit

Students are accepted as a cohort into the professional phase of the nursing program in the spring semester of their sophomore year (fourth semester) beginning with the first nursing course, NURS 102. The professional phase of the nursing program consists of five consecutive semesters. Students must complete the curriculum within 3.5 years. If a student needs to take a leave of absence from the program, extenuating circumstances will be considered by the department. If approved, a student who is deemed eligible to return must take and pass competency exams for all prior completed coursework. If passed successfully, the student may progress in the curriculum. If unsuccessful in meeting course competencies, the student must repeat coursework.

Grade Appeal Policy

The School of Health Profession’s grade appeal policy can be found on [NYIT Policies](#).

Curriculum Requirements for the Bachelor of Science in Nursing

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 302	Communication for Healthcare Careers	3
		Total: 18 Credits
Seminars		Credits:
ICLT 3XX	Literature choice	3

ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science choice	3
ICBS 309	Anthropological Approaches to Health Seminar	3
		Total: 12 Credits

<b>Math and Science</b>		Credits:
MATH 135	Fundamentals of Precalculus I	4
	— OR —	
MATH 141	Precalculus	4
CHEM 105	Applied Chemistry	3
	— OR —	
CHEM 110	General Chemistry I	4
		Total: 7–8 Credits

### Major Requirements

<b>Nursing</b>		Credits:
NURS 102	Introduction to Nursing and Nursing Process	2
NURS 301	Therapeutics 1: Adult Health Clinical	4
NURS 310	Transcultural Nursing I	3
NURS 315	Pharmacology for Nursing	3
NURS 351	Nursing Therapeutics II: Adult Health Clinical	4
NURS 360	Transcultural Nursing II: Adult Health	3
NURS 401	Nursing Therapeutics III: Maternal-Child and Family Health Clinical	4
NURS 410	Transcultural Nursing III: Maternal-Child and Family Health	3
NURS 421	Community Health Nursing and Population Health	5
NURS 430	Nursing Research and Evidence-Based Practice	3
NURS 451	Nursing Therapeutics IV: Preceptored Practicum and Mental Health Clinical	4
NURS 461	Transcultural Nursing IV: Adult Health/Mental Health and Elder Care	4
NURS 470	Leadership in Professional Nursing: Managerial Concepts and Skills	3
NURS 480	Nursing Capstone: Professionalism, Empowerment, and Voice	4
		Total: 49 Credits

<b>Behavioral Science</b>		Credits:
ANTH 101	Introduction to Anthropology	3
PSYC 101	Introductory Psychology	3

PSYC 210	Statistical Analysis	4
PSYC 221	Human Development	3
		Total: 13 Credits
Life Sciences		Credits:
BIOL 210	Human Gross Anatomy	4
BIOL 235	Microbiology	4
BIOL 260	Nutrition and Diet Therapy	3
	— OR —	
NTSI 201	Introduction to Clinical Nutrition Practice	3
BIOL 310	Human Physiology	4
BIOL 312	Pathophysiology	3
CHEM 215	Bio-Organic Chemistry	4
		Total: 22 Credits
Electives		Credits:
	Elective Courses	6
Total Required Credits: 127–128		

School of Health Professions

## Undergraduate Minors



Career opportunities in health care and health-related areas are on the rise. In addition, there is increasing interest on the part of college students for evidence-based knowledge for personal lifestyle improvement as well as the option of combining the study of health with other career-focused skill



sets. To address this demand, the Department of Interdisciplinary Health Sciences has introduced two undergraduate minors.

Minor in Health Sciences

Those entering health professions such as medicine and dentistry who are not health sciences majors enhance their transcript by official recognition of courses in areas such as bioethics, health information management, and nutrition. Those entering non-health professions will find that a familiarity with health determinants, the health care system, and nutrition impacts a myriad of disciplines. For example, communication arts and English majors can enhance their ability to present information about health, wellness, and nutrition. Behavioral science majors who pursue mental health careers will have a better background when helping clients make lifestyle changes. Engineering majors will be better positioned when working with electronic health records, nutrition-related software, and health-focused websites.

The minor in Health Sciences requires that students take at least 15 credits from a list of health sciences courses. One course, HSCI 190 Community Health Implications, is required, and no more than one additional 100-level course may be taken. At least one 400-level course is required as well. This program is available to both Long Island (Old Westbury) and New York City (Manhattan) students as most courses are offered with an online option. Face-to-face and blended sections are offered only at the Long Island (Old Westbury) campus.

Minor in Health Services Administration

Our Health Services Administration minor expands your skills and knowledge with courses in community health, management, health administration, health information management, health policy and health economics. This minor is open to students in all NYIT majors including those already majoring in Health Sciences or Health and Wellness.

This minor will allow you to diversify your education and help you:

- Gain insight into community environments, programs and institutions that affect health and health promotion
- Integrate concepts and theories in health care management with real world situations
- Evaluate the flow of resources in the U.S. health care system, how purchasers pay for their services, and how providers obtain their revenues
- Critically analyze health policy proposals and health policies
- Discover how to work with electronic health records and related software

The minor in Health Services Administration requires that students take at least 15 credits that must include HSCI 190, MGMT 101, and MGMT 350. Students then choose at least two of the following: HSCI 425, HSCI 430, and/or HSCI 435.

Admission Requirements

Declaring a minor is easy: Simply access the [Application to Declare a Minor](#) and contact our department at 516.686.3803 to arrange to have the form signed.

Curriculum Requirements for Undergraduate Minor in Health Sciences

Minor Requirements

Required Course		Credits:
HSCI 190	Community Health Implications	3
Complete 12 credits from the following		Credits:
HSCI 195	Professional and Cultural Issues in Healthcare*	3
NTSI 101	Introduction to Food Science	3
NTSI 201	Introduction to Clinical Nutrition Practice	3
NTSI 360	Lifestyle and Weight Management	3
HSCI 320	Complementary and Alternative Medicine	3
HSCI 330	Exercise Physiology	3
HSCI 340	Health and Aging	3

HSCI 400	Seminar in Health*	3
HSCI 420	Biomedical Ethics	3
HSCI 425	Health Information Management	3
HSCI 430	Health Care Payment Systems	3
NTSI 410	Life Cycle Nutrition	3
CLNU 625	Epidemiology and Biostatistics**	3

**Minor Requirements**

- Complete HSCI 190: Community Health Implications
- Complete a minimum of 15 credits from the list of Health Sciences (HSCI)/Nutrition Sciences (NTSI) courses
- Complete **no more than** one additional 100-level HSCI/NTSI course
- Complete **at least** one 400-level course

School of Health Professions Curriculum

# Curriculum Requirements for Undergraduate Minor in Health Services Administration

**Minor Requirements**

Required Courses		Credits:
HSCI 190	Community Health Implications	3
MGMT 102	Principles of Management	3
MGMT 350	Health Services Management	3
		Total: 9 Credits
Choose Two of the Following		Credits:
HSCI 425	Health Information Management	3
HSCI 430	Health Care Payment Systems	3
HSCI 435	Health and Social Policy	3
		Total: 6 Credits
Total Program Credits = 15		

School of Interdisciplinary Studies and Education

## School of Interdisciplinary Studies and Education





**Christian Pongratz, M.Arch., Interim Dean**

## Mission of the School of Interdisciplinary Studies and Education

The newest school at NYIT, the School of Interdisciplinary Studies and Education, was created to foster interdisciplinary teaching and research. When faculty and students from different disciplines share knowledge, exchange ideas, and collaborate on projects, results are innovative, creative, and offer new ways to solve complex problems. Students who have experience in interdisciplinary coursework and research are better prepared for today’s workplace, where careers increasingly demand versatile skill sets in interdisciplinary team settings. Interdisciplinary projects, whether related to research or teaching, are enthusiastically supported institution wide as a means for developing “best-in-class” work in niche areas at NYIT. The goal of this school is to ensure that there are fewer barriers, more rewards, and an interdisciplinary-based culture that thrives on all NYIT campuses.

In addition, the education component of the school offers preparatory and advanced professional study through the Teacher Education Programs and Advanced Professional Programs. Programs (degree and non-degree certificates) are offered for P–12 teachers, school and district leaders, school counselors, instructional technology specialists, and professional trainers.

## Degree Programs

### Undergraduate Programs

[Interdisciplinary Studies, B.A., B.S., B.P.S.](#)  
[Urban Administration, B.S](#)

### Graduate Programs

[Adolescent Education, M.A.T. \(Grades 7–12, Initial/Professional Certification\)](#)  
[Childhood Education, M.S. \(Grades 1–6, Initial/Professional Certification\)](#)  
[Early Childhood Education, M.S. \(Birth to Grade 2, Initial/Professional Certification\)](#)  
[Instructional Technology for Educators, M.S.](#)  
[School Counseling, M.S.](#)

### Advanced Certificates and Diplomas

[Bilingual Extension, Advanced Certificate](#)  
[Bilingual School Counseling, Advanced Certificate](#)  
[Middle School Extension Certification in English, Math, and Science \(Grades 7–9\)](#)  
[School Leadership and Technology, Advanced Diploma](#)  
[Student Behavior Management, Advanced Certificate](#)



# Interdisciplinary Studies



The degree program in Interdisciplinary Studies educates students for a wide variety of careers and graduate study. The program offers students a choice of three concentrations. A degree that develops competencies in several disciplines may, in fact, be the best preparation for the shifting demands of the modern workplace

The wealth of elective and online credits available in Interdisciplinary Studies affords excellent opportunities for students with prior learning experience (transfer students, veterans, and working adults) who need to complete their degrees in a compressed period of time. Through transfer credits taken at other institutions or through life experience, students may also have their learning experiences converted to NYIT credits.

This flexible degree program is also ideal for NYIT students changing majors who would like to have many of their pre-professional credits from other NYIT programs counted toward their degree. The ability to use these courses in Interdisciplinary Studies concentrations can allow students to graduate in a timely manner even if they have spent one or two years in a different major.

## Program Components

A program of academic advisement matches a student with a faculty advisor, and together they design a degree map. The course of study is built around a required liberal arts core curriculum (36 credits), which introduces students to the various areas of study at the college. In addition to the core courses, each student selects three subject areas of concentration, taking at least 12 credits in each area. The 39 remaining elective credits are chosen to complete and complement the student's individual degree plan. An additional 18 elective credits may be taken in one of these areas of concentration (for a total of 30 credits), and an additional six elective credits in each of the other two areas (for a total of 18 credits in each).

Interdisciplinary Studies has only three required courses offered by the program:

Foundations of Interdisciplinary Research (IDSP 310) introduces students to the historical contexts of Interdisciplinary Studies and the development of academic disciplines.

Capstone Seminar (IDSP 410) rounds out the college experience by involving students in research activities related to their concentrations. Students must also complete an Internship (IDSP 450) or Senior Project (IDSP 403).

Areas of concentration may be selected from 15 categories. Program advisors have a full list of courses that can be used to fulfill these concentrations:

Architecture  
Behavioral Sciences  
Business  
Communication Arts  
Computer Science  
Digital Art and Design  
English  
Hospitality Management  
Humanities\*  
Life Sciences

Mathematics/Physics  
Social Sciences  
Technical Writing  
Technology  
Telecommunications Management

\* The humanities concentration may include courses in such areas as literature, philosophy, art history, architectural history, or film history.

The program in Interdisciplinary Studies offers three degrees:

- Bachelor of Arts
- Bachelor of Science
- Bachelor of Professional Studies

Although all students complete the same core courses, individual degree plans differ significantly:

Students who complete at least 75 percent (90 credits or more) of liberal arts courses will be granted the Bachelor of Arts.  
Those who complete at least 50 percent (60–89 credits) of liberal arts courses will be awarded the Bachelor of Science.  
The Bachelor of Professional Studies is granted to those students with fewer than 60 credits of liberal arts courses.

*This program follows our general admission requirements.*

Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

School of Interdisciplinary Studies and Education Curriculum

Curriculum Requirements for the Bachelor's Degree in Interdisciplinary Studies

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 3XX	Professional Communication choice	3
		Total: 18 Credits

Seminars		Credits:

ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

<b>Math and Science</b>		Credits:
	Mathematics choice	3
	Science choice	3
		Total: 6 Credits

### Major Requirements

<b>Interdisciplinary Studies</b>		Credits:
IDSP 310	Foundations of IS Research	3
IDSP 410	Capstone Seminar	3
IDSP 450	Internship/Service Learning	3
	— OR —	
IDSP 403	Senior Project	3
		Total: 9 Credits

<b>Interdisciplinary Studies Concentrations</b>		Credits:
	Concentration Credits*	36

\* At least 36 credits in three permitted areas of concentration, with a minimum of 12 credits in each area. Up to 18 additional elective credits in any one of the three areas (a possible total of 30 credits) will count toward the IS degree; up to six additional elective credits in each of the other two areas (a possible total of 18 credits each) are also allowed.

**Concentrations:**  
 Architecture, Behavioral Science, Business, Communication Arts, Computer Science, English, Fine Arts, Hospitality Management, Humanities, Labor Relations, Life Sciences, Math/Physics, Social Sciences, Technical Writing, Technology, Telecommunications Management.

<b>Electives</b>		Credits:
	Consult with advisor on any Electives	39
Electives chosen in consultation with advisor and in the context of concentration restrictions.		

**Total Required Credits: 120**

The specific type of bachelor's degree is dependent upon the percent of liberal arts credits completed:

**Bachelor of Arts**

Requires 75% Liberal Arts (90 credits out of 120)

**Bachelor of Science**

Requires 50% Liberal Arts (60 credits out of 120)

**Bachelor of Professional Studies**

Requires 25% Liberal Arts (30 credits out of 120)



# Urban Administration, B.S.



The Urban Administration program develops competent entry-level urban administrators with both general knowledge and specific career skills. The Urban Administration program prepares graduates in four major areas essential to city and nonprofit administration:

- Public administration, including tools for quantitative and qualitative analysis, budgeting, grants, and communication
- Knowledge of administrative office flow and demonstrated ability to work successfully in government/nonprofit settings
- Knowledge of urban infrastructure and its requirements
- Awareness of the social, economic, political, and cultural factors shaping life of cities

All students complete three internships by graduation in any of three major categories: Urban Infrastructure, Public Administration and Communication, and Urban Culture and Society.

The program in Urban Administration capitalizes on NYIT's strengths as an institution, including:

- A dynamic urban campus located in Columbus Circle, New York City. Students benefit from location with their courses, internships, and service projects.
- Faculty experts and diverse courses in architecture, behavioral science, engineering, politics, social policy, business, career services, and communication
- Commitment to internships, service-learning, and civic engagement. New York has few rivals when it comes to potential internships and service projects
- A global footprint in a world undergoing rapid urbanization as it offers opportunities for study abroad exchanges and international internships

---

*This program follows our general admission requirements.*

## Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
  - NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

# Curriculum Requirements for Bachelor of Science in Urban Administration

## Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCIQ 101	Foundations of Inquiry	3
FCSC 101	Foundations of Scientific Process	3
FCWR 301	Communication for Business	3
		Total: 18 Credits

Seminars		Credits:
ICBS 3XX	Behavioral Science choice	3
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 306	History of Modern New York	3
		Total: 12 Credits

Mathematics and Science		Credits:
	Mathematics choice (Math 115 or higher)	3
	Science choice	3
		Total: 6 Credits

## Major Requirements

Internship, Capstone, and Service Learning		Credits:
URBA 201	Internship A	3
URBA 300	Service Project	3
URBA 301	Internship B	3
URBA 400	Capstone	3
URBA 401	Internship C	3
		Total: 15 Credits

Public Administration and Communication		Credits:
PSCI 325	Public Administration	3
PSCI 350	Government and Metropolitan Problems	3
PSYC 210	Statistical Analysis	4
ACCT 101	Accounting 1	3
ECON 204	Principles of Economics II: Microeconomics	3
ECON 345	Urban Economics	3
PREL 101	Public Relations and Publicity	3
COMM 350	Social Media	3
		Total: 25 Credits
Urban Infrastructure (choose three courses)		Credits:
ICSS 301	Environmental History	3
ICSS 304	Great Cities Past and Present	3
ARCH 362	City Planning	3
ENVT 210	Hydro/Groundwater	3
ENVT 301	Air/Noise Pollution	3
ICBS 304	Beyond Shelter: Housing, Social Processes, and Community Development	3
		Total: 9 Credits
Urban Culture and Society		Credits:
SOCI 101	Introduction to Sociology	3
SOCI 355	Urban Society	3
ICBS 306	The Real New York: Sociology and the City	3
PSYC 250	Environmental Psychology	3
		Total: 12 Credits
Electives		Credits:
ACCT 110	Managerial Accounting	3
HRMT 315	HR Management	3
LLAW 110	Legal Environment of Business	3
MRKT 102	Introduction to Marketing	3
ICLT 310	Neoyorquinos! Latino Culture in New York	3
ICLT 322	New York Literature	3
SPCH 205	Professional Speaking	3
SOCI 150	American Urban Minorities	3
SOCI 373	Juvenile Delinquency	3
SOCI 379	Social Policy	3
SOCI 210	Social Problems	3



PSYC 225	Psychology of Adulthood and Aging	3
PSYC 250	Environmental Psychology	3
CRIM 305	Police and Community Relations	3
CRIM 379	Special Problems in Criminal Justice	3
COMM 240	Writing for the Mass Media	3
COMM 401	Mass Communication in Society	3
PSCI 305	Politics and Society	3
PSCI 230	International Relations	3
PSCI 355	Government and Business	3
AAID 140	Visualization I	3
AAID 160	Introduction to History, Theory, and Criticism	3
ARCH 302	Architectural Design IV	5
ARCH 401	Architectural Design V	5
ARCH 483	Building and Zoning Codes	3
		Total: 24 Credits

The above are recommended elective courses (24 credits required). Students may also choose other electives in consultation with their advisor. Students must meet all school/college prerequisites for electives, but may seek permission to take a course without prerequisites completed.

**Total Required Courses: 121**

School of Management

## School of Management



Jess Boronico, Ph.D., Dean, School of Management



# Undergraduate Programs

[B.S.B.A. \(Accounting Module\) Plus M.B.A. \(Accounting Specialization\)](#)

[Business Administration, A.A.S.](#)

[Business Administration, B.S.](#)

[Hospitality Management, B.P.S.](#)

## Graduate Programs

[Executive Certificate \(E.C.B.A.\)](#)

[Executive M.B.A.](#)

[Master of Business Administration M.B.A.](#)

[Human Resources and Labor Relations, M.S.](#)

[Human Resources Management, Advanced Certificate](#)

School of Management

## School of Management: Undergraduate Programs



## Message from the Dean

Welcome to the School of Management, where all our academic programs aim to educate students on how to harness information and knowledge on prevalent trends that impact business sustainability and growth in the 21st century, specifically:

Globalization and the resulting increase in market diversity

Opportunity for innovation that derives from these expanded opportunities

The power of technology's transformational effect on business within this environment

Students will utilize this knowledge to develop integrative strategic initiatives that support business development, add value to an organization, and serve their community. Resulting academic programs also reflect the viewpoints of the Association to Advance Collegiate Schools of Business and other accrediting organizations, perspectives of external and internal stakeholder groups, and both support and advance the school's "Statements of Identification," which include vision, mission and campaign statements. Together, these elements inform a well-balanced, diverse, comprehensive portrait of the school's long-term, medium-term, and short-term strategies and planning activities. All School of Management undergraduate business programs (i.e., B.S.B.A. programs) are accredited by the Association to Advance Collegiate Schools of Business (AACSB), both in New York, and across all global campus locations

Students who graduate from the School of Management will join alumni who have achieved significant distinctions in the workforce. We look forward to hearing of the lifelong achievements of our alumni and the distinctive milestones they've attained in support of professional aspirations.

## Administration and Professional Staff

The school's administrative team oversees program delivery and other functions necessary to effectively deliver the school's activities. Professional staff members provide services to all stakeholder groups that the school supports, including students, alumni, business leaders, and faculty. Together the administration and professional staff of the school take a student-centric approach to its responsibilities, always with consideration to student needs and stakeholder values.

### Administration

- Jess Boronico, Dean
- Diamando Afxentiou, Executive Associate Dean, Domestic (New York) Programs
- Scott Liu, Executive Associate Dean, Global (Non-New York) Programs
- Jim Murdy, Associate Dean, NYIT-New York
- Robert Koenig, Associate Dean, NYIT-New York
- Sinan Caykoulu, Assistant Dean, NYIT-Vancouver
- Gantasala Prabhakar, Assistant Dean, NYIT-Abu Dhabi
- Keh Kwek, Assistant Dean, NYIT-Nanjing
- Abram Poczter, Executive Director, Indirect Assessment
- Raj Tibrewala, Executive Director, Assessment Analysis and Reporting
- Joo Kwang-Yun, Chairperson, Department of Accounting and Financial Studies
- Maya Kroumova, Chairperson, Department of Human Resource Management and Law
- Raj Tibrewala, Chairperson, Department of Management and Marketing Studies

### Professional Staff

- Constance Canning, Executive Assistant to the Dean
- Steve Haines, Director of Internal Operations and External Relations
- Yema Gbonda, Coordinator for Faculty and M.B.A. Program Coordinator
- Marie-Paul Beliz-Chery, Staff Associate and M.B.A. Advisor
- Patricia Brustman, Coordinator for Professional Development and Staff Associate (Human Resource Management and Law)
- Patthara Chandaragga, Staff Associate and B.P.S. Advisor
- Maria Dinanno, Staff Associate and B.S.B.A. Advisor
- Luz Echevarria, Staff Associate and Coordinator of Student Engagement
- Joyce Chiu, Coordinator for China Programs
- William Ninehan, Director of Human Resources Program Development
- James Wighman, Coordinator of Student Success

## Departments and Faculty

The organization of the school encourages empowerment across its constituent faculty through the disaggregation of responsibilities into departments. Departments work collaboratively to advance the school's mission while simultaneously working independently toward creating specific niche and distinctive competencies to ensure students and stakeholder success within the areas that are overseen.

Each department includes faculty members from all campus locations where the School of Management delivers its academic programs. This ensures a broad and diverse set of perspectives that impact positively on (a) curriculum development that includes a strong and uniform core component that forms the common experience for all students, regardless of location, and (b) highly contextualized curriculum elements embedded throughout the courses that are localized to the specific needs of the local business community where the program is delivered.

### Department of Accounting and Financial Studies

Also includes the disciplines of Economics and Management Information Systems

- Professors: D. Afxentiou, K. Chandrasekar, P. Harris, P. Kutasovic, R. Nag, S. Shapiro, N. Weiss
- Associate Professors: P. Dilling, B. Khoo, F. Lorne, Z. Lu, K. Ravichandran. J. Yun (chairperson), J. Zeng
- Assistant Professors: H. Ahmad, U. Ananthananarayann, E. Cho, P. Ke, K. Kwek, S. Muni, W. Simi

### Department of Human Resource Management Studies

Also includes the discipline of law

- Professors: L. Applewhaite
- Associate Professors: T. Al Tawil, M. Kroumova (chairperson)
- Assistant Professors: J. Bienstock, R. Mittal, R. Nowak

### Department of Hospitality Management Studies

- Associate Professors: A. Fairbairn, R. Koenig (chairperson), J. Murdy
- Assistant Professor: J. Dunne

### Department of Management Science Studies and Marketing

Also includes the discipline of quantitative methods, and the academic programs in entrepreneurial studies and international business studies



Professors: J. Boronico (dean), I. Gray, S. Hartman, T. Ozelli, A. Poczter, R. Tibrewala (chairperson)  
Associate Professors: D. Cohn, G. Prabhakar, S. Liu, K. O'Sullivan, J. Scillitoe, V. Sotiropoulos, V. Vadakepat, H. Younies  
Assistant Professor: S. Caykoylu, S. Gantasala, A. Han, K. Knox, P. Lal Meena, B. Mutharaj, B. Nguyen, S. Sheikh, A. Swid

## Statements of Identification

Toward guiding the long-, mid-, and short-term priorities and initiatives for the school and its stakeholders, these statements send a signal to the community of both the standards of best practice that the school shares in common with, as well as the distinctive competencies that separate it in unique ways from its competitive set and both peer and aspirant institutions of higher learning.

### Vision and Mission Statements

The School of Management mission, to "provide high quality, career advancing business education opportunities within the context of a dynamic, technologically enabled, and global business environment" supports the School's vision to "be a preeminent and distinguishable leader among institutions of higher education in the provision of internationally based academic business programs."

### Campaign Statement: Creating New TEMPOS in Global Business Education...

The School of Management operationalizes the school's mission through "Creating New *TEMPOS* in Global Business Education," signaling its commitment to excellence in:

Integrated Technology  
Experiential Education  
International Marketplaces  
Professional Enrichment  
Career Orientation  
Student Advancement and Achievement

**Integrated Technology** (the "T" in TEMPOS) is closely aligned with the professional workspace, and includes Bloomberg, Compustat, E-Views, Peachtree, Oracle/Peoplesoft, and SPSS, among others. In this way, B.S.B.A. students harness the transformational impact of technology on business with the long-term objective of creating value-adding contributions to their employer, upon graduation.

**Experiential Education** (the "E" in TEMPOS) complements in-class instruction in diverse ways, including academic service learning, study abroad, faculty-mentored undergraduate research, and work experiences interacting directly with business leaders and industry partners. Interested students should speak directly to either their faculty advisor or the School of Management Director for Experiential Education to discuss specific opportunities that are currently being offered each semester. Students are required to complete one experiential education activity in partial fulfillment of degree requirements (BUSI 495).

**International Marketplaces** (the "M" in TEMPOS) and the overall impact of globalization are integrated into the academic programs through the contextualization of each Master Syllabus, across all courses by way of both learning goals and student learning outcomes. Moreover, globalization is also represented in the programmatic learning goals for the B.S.B.A. program, and all program options have one dedicated international business-related learning goal in the discipline being studied.

The **Professional Enrichment Program** (the "P" in TEMPOS) complements traditional pedagogy with supplemental experiences during which our students meet and network with area specialists, learn from business leaders, and are exposed to contemporary and cutting edge business issues that are not otherwise discussed in an academic curriculum. In this way students are exposed to those issues that currently impact local and global business enterprise, from the perspective of business leaders, with insights and perspectives offered that can be integrated into student academic studies and professional endeavors. Secondly, the program offers workshops and activities designed to strengthen the professional polish of the student. These include the "mocktail social," "dress for success seminar," and "business etiquette workshop," among others. Interested students should speak directly to either their faculty advisor or the School of Management Director of Professional Enrichment to discuss specific opportunities that are currently being offered each semester. Students are required to complete professional enrichment seminars in partial fulfillment of degree requirements (BUSI 495).

**Career Orientation** (the "O" in TEMPOS) involves the creation and updating of all course-level learning goals, which are designed to support industry-driven objectives, and are referenced by executives in the employment market. In this way, the school's academic programs are career oriented and designed to strengthen student job placement and advancement in the workforce.

The **Student Advancement Program** (the "S" in TEMPOS) supports the school's commitment to student engagement into their educational experiences, cooperative learning, community engagement, and personal growth. The co-curricular program sponsors activities that engage students across varied platforms with their peers, faculty and staff, community members, and industry partners. Whether it is by way of clubs and honor societies, or field trips to the stock exchange, the program seeks out those activities that bring stakeholder groups together for the purpose of creating a vibrant community with synergies that advance the academic and professional aspirants of all participants. Interested students should speak directly to their faculty advisor or the School of Management Executive Director of Student Advancement for activities that are available each semester. Students are required to complete activities in partial fulfillment of degree requirements (BUSI 495).

### Triple Platforms of Excellence

In support of the mission, the three platforms of excellence, Professional Enrichment, Experiential Education, and Student Advancement, have been developed within the School of Management to advance the school's mission and ensure student success. All students are advised to refer to the brochures for each of these three platforms, and speak to their advisor or the directors of each program concerning their completion of activities in each program in partial fulfillment of degree requirements (BUSI 495).

## Undergraduate Programs and Locations

Bachelor of Science in Business Administration (B.S.B.A.): Abu Dhabi, China, New York  
Bachelor of Professional Studies in Hospitality Management (B.P.S.): New York  
Associate of Applied Science (A.A.S.): New York

### **School of Management Assurance of Learning**

All students and organizations expect an assurance that graduates of the School of Management are achieving the stated learning goals of the program. In this spirit, the educational approach taken is one that is outcomes-based. That is, student-learning outcomes are created across every course to validate and support achievement of programmatic, concentration-specific, and course-level learning goals. These outcomes also strengthen the student's ability to make value-adding contributions to an organization.

Moreover, as previously mentioned, course-level learning goals and related outcomes for each class are designed to include invariant, contextual, and instructor-specific categories. In this way students receive learning experiences that are uniform across sections (e.g., invariant), globalized (e.g. contextual), and niche specific (e.g., instructor specific), focusing on the specific domain expertise of the instructor.

Student progress is monitored not only by way of the "grade" in the course or for any class requirement, but also through "scores" that translate student achievement across the various learning goals in the program, area of study, or course level. An "assessment scorecard" is provided to students so that they may review their progress in the academic program against the various goals (at the program, major, and course level). Students also receive informal marks on assignments and other class requirements for the purpose of formative assessment, providing a continuous set of inputs that do not directly impact the course grade, but serve as a guide to help students prioritize their effort toward those specific areas that ensure effective learning.

Finally, the School of Management continually updates its curriculum so that it is both contemporary and competitive. Outcomes assessment is continuous, and inputs from students and all stakeholders are utilized to both revise academic programs as well as externally reference the curriculum for relevancy.

**School of Management**

## **Business Administration A.A.S.**



NYIT offers a two-year Associate of Applied Science (A.A.S.) in Business Administration for high school graduates or adult learners interested in exploring contemporary, evolving college life and/or want to return to college to retool their basic skills. Our A.A.S. program emphasizes learning goals focused on knowledge acquisition, contextual understanding, and application to practice. These features help to build skill sets that enable graduates of the two-year degree to either continue their academic progress by pursuing a four-year degree, or advance their professional goals in the business world.

### **A.A.S. Programmatic Learning Goals**

They are the same as those for the [B.S.B.A. program](#).

### **School of Management A.A.S. Assurance of Learning**

Assurance of learning principles are identical to those in the [B.S.B.A. program](#). However, the emphasis of exposure to learning goals in the A.A.S.



program is primarily focused on knowledge, understanding, and when applicable, to application, with less emphasis placed on the upper categories of Bloom's Taxonomy involving analysis, synthesis, and evaluation.

Program Options

Students enrolled in the A.A.S. program must complete one of four track concentrations: accounting, finance, general management, and marketing. Specific learning goals for these areas are identical to the respective major-specific learning goals in the [B.S.B.A. program](#).

School of Management A.A.S. Academic Policies and Standards

NYIT admission standards and other academic policies apply to the A.A.S. program. Graduates who earn an A.A.S. and choose to continue their studies toward the B.S.B.A. must comply with the academic policies relevant to that program.

*This program follows our general admission requirements.*

Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

School of Management Curriculum

Curriculum Requirements for the Associate of Applied Science in Business Administration (1) (2)

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCIQ 101	Foundations of Inquiry	3
		Total: 12 Credits
Math and Science		Credits:
MATH 125	Finite Mathematics	3
	Science choice	3
		Total: 6 Credits

Major Requirements

Liberal Arts		Credits:



MATH 151	Fundamentals of Calculus	3
ECON 202	Principles of Economics I	3
ECON 204	Principles of Economics II	3
ECON 201	Money and Banking	3
MIST 101	Introduction to Computer Applications	3
QANT 201	Statistical Sampling Theory	3
		Total: 18 Credits

<b>Business Core</b>		Credits:
ACCT 101	Accounting I	3
LLAW 110	Legal Environment of Business	3
FINC 201	Corporation Finance	3
MGMT 102	Principles of Management	3
MRKT 102	Introduction to Marketing	3
		Total: 15 Credits

<b>Select one of the following concentration groups:</b>  <div> Accounting  Finance  General Management  Marketing </div>		

<b>Accounting Concentration<sup>3</sup></b>		Credits:
ACCT 102	Accounting II	3
LLAW 210	Business Law	3
ACCT 316	Intermediate Accounting I	3
ACCT 302	Federal Taxation	3
ACCT 306	Cost Accounting	3
		Total: 15 Credits

(3) In New York State, there is an academic requirement of 150 credits for eligibility to sit for the CPA exam; go to the [New York State Education Department, Office of Professions](#).

<b>Finance Concentration</b>		Credits:
ACCT 110	Managerial Accounting	3
ACCT 102	Accounting II	3
FINC 301	International Financial Management	3
FINC 320	Advanced Financial Management	3
FINC 325	Principles of Investments and Security Analysis	3
		Total: 15 Credits

<b>General Management Concentration</b>		Credits:
ACCT 110	Managerial Accounting	3

	History or Political Science course	3
MRKT 320	Management of New Product Development	3
SBES 310	Small Business and Entrepreneurial Creation	3
HRMT 315	Human Resource Management	3
		Total: 15 Credits

Marketing Concentration		Credits:
ACCT 110	Managerial Accounting	3
MRKT 345	Sales Management	3
MRKT 330	Marketing Distribution Systems	3
MRKT 301	Management of Promotion	3
PSYC 235	Behavioral Sciences in Marketing	3
		Total: 15 Credits

**Total Required Credits: 66**

(1) Students considering continuing their educational experience in pursuit of the Bachelor of Science in Business Administration degree should be aware of the professional enrichment, experiential education, and Student Advancement components of the BUSI 495 course in the upper core.

(2) The associate's degree is only offered at New York State campuses.

School of Management

# Business Administration, B.S.



NYIT's Bachelor of Science in Business Administration (B.S.B.A.) program prepares aspiring business leaders for success in an evolving, uncertain, dynamic business environment. Our curriculum is driven by the concept that technology is transformational, the business world is globalized, and that both qualities jointly impact the ability of those with entrepreneurial inclinations to create and implement new innovative business models. Such emphasis ensures NYIT graduates are ready to add value and change the face of the business landscape when they enter the workforce.



In addition to program curriculum requirements, all students must satisfy the Professional Enrichment, Experiential Education, and Student Advancement components of the BUSI 495 course in the upper core. Students should refer to brochures for these platforms to better comprehend and review alternatives that are available. All students must also register for and complete BUSI 100 School of Management orientation during their first semester of study. This zero-credit-hour requirement ensures that all students are familiarized with the School's processes, requirements, and other orientation-specific items that lead to student success. The course, offered as pass/fail, must be completed in partial fulfillment of B.S.B.A. requirements and cannot be waived.

## Program Features

Significant elements of globalization and its impact on business. This is addressed in each concentration, where a domain-specific, global-intensive course is required, and also in each course, where the *Master Syllabi* contains a contextualized learning goal and student-learning outcome that speaks to either the impact that globalization has had on business within the context of the course or specific localized elements of the course relevant to the community where the course is taken.

The completion of a capstone course both in the business program core and the chosen concentration. These capstone courses tie together the learning objectives of the concentration and unify them by way of the concentration's overarching learning goal. In addition, the B.S.B.A. program core capstone course (BUSI 435) unifies much of the educational experience and ensures domain integration across the functional areas of business.

A unique and required course in business innovation and research. In this course students must create entrepreneurial innovations for processes, products, or services, and conduct the appropriate research in support of this potential venture. In this way, students add value to those organizations that include venturing as a part of their strategic management processes.

Established best-practice protocols in pedagogy through its implementation of Bloom's taxonomy into the learning goals of its academic programs, concentrations, and courses. In this way, the school ensures that students not only gain knowledge and develop understanding, but are able to apply this knowledge, conduct relevant analysis, synthesize multiple domains and information together, and evaluate alternatives in support of effective decision making.

Mandatory participation, by all students, into the school's [Professional Enrichment](#), [Experiential Education](#), and [Student Advancement](#) programs. These co-curricular "Triple Platforms of Excellence" ensure that students hear from professionals in the workforce through attendance at seminars and workshops, "learn by doing" through a required educational experience that engages students into the workforce applying what has been learned in the classroom, and take responsibility for their educational experiences through engagement with other students, faculty, community and professionals in the student advancement program. These exciting co-curricular experiences are tied together in the required BUSI 495 Professional Enrichment Capstone course.

Undergraduate students wishing to pursue a career as a CPA are encouraged to consider the [B.S.B.A. \(Accounting Module\) Plus M.B.A. \(Accounting Specialization\) program](#).

## B.S.B.A. Programmatic Learning Goals

Upon graduation from the Bachelor of Science in Business Administration program, students demonstrate attainment of programmatic learning goals. The degree of attainment realized is a shared and collaborative responsibility that engages students, faculty, staff and other stakeholder groups, working together to maximize students' opportunities to be successful.

Programmatic learning goals are partitioned into two categories: general learning goals, and management-specific learning goals. The former are considered transferable and have relevancy across all disciplines of study, both in business and outside of business. These goals are also in support of the general education learning goals. The latter, which are management specific, speak specifically to those issues that impact success in the business environment.

### B.S.B.A. General Goals

Upon successful completion of the B.S.B.A. program, students:

- Communicate clearly and concisely;
- Compare, contrast, and apply basic ethical concepts; and
- Illustrate cultural awareness and analyze the impact of globalization on business.

### B.S.B.A. Management-Specific Goals

Upon successful completion of the B.S.B.A. program, students:

- Demonstrate competency and make decisions in each of the functional business disciplines;
- Use technology as a decision support tool in business and in the major;
- Conduct and utilize research to support business innovation; and
- Integrate functional disciplines together to effect sound policy making and business planning.

These seven learning goals are further decomposed into learning objectives, and students receive an "assessment scorecard" as they progress through the academic program detailing their attainment of each goal and objective. In this way, the School of Management affects "formative assessment," at the program level, to inform students of their progression through the academic program.

## B.S.B.A. Options

In addition to completing courses in the general education and the business program core, the School of Management offers students the choice of seven concentrations that form focused areas of study. All students must choose a concentration for their B.S.B.A. program. Each of the seven concentrations have major-specific learning goals and learning objectives, which are stated below. These are in addition to, but also supportive of, the earlier-stated programmatic learning goals.



## Accounting

Accounting students may either choose Pathway 1, if their intention is to pursue a career in managerial accounting, or Pathway 2, if their intention is to pursue a career in public accounting. All students in the B.S.B.A. (Accounting Module) Plus M.B.A. (Accounting Specialization) program MUST follow Pathway 2 in fulfillment of the B.S./M.B.A. requirements.

Students interested in pursuing the CPA examination are advised to enroll in the [B.S.B.A. \(Accounting Module\) Plus M.B.A. \(Accounting Specialization\) program](#). Students should refer to the School of Management's Graduate Catalog for degree requirements and follow Pathway 2 of the accounting concentration.

### Managerial Accounting (Pathway 1)

**NOTE:** *Effective December 1, 2016, no additional students will be admitted to Managerial Accounting (Pathway 1).*

**Learning Goal:** Upon successful completion of the B.S.B.A. with a concentration in managerial accounting, students are able to prepare and interpret a complete set of financial statements that assist in the management decision-making process.

**Learning Objectives:** Toward achieving this concentration's learning goal, students:

1. Interpret and apply the accounting for Liabilities and Stockholder's Equity;
2. Apply the accounting for Assets, the Income Statement, and Cash Flow Statement;
3. Analyze the comprehensive array of cost aspects and utilize them to impact management policy;
4. Critique corporate financial statements and appropriateness of financial reporting; and
5. Integrate Internal Controls within a company in compliance with Sarbanes-Oxley.

### Public Accounting (Pathway 2)

**Learning Goal:** Upon successful completion of the B.S.B.A. with a concentration in public accounting, students are able to analyze and integrate tools of the accounting problems associated with financial statements.

**Learning Objectives:** Toward achieving this concentration's learning goal, students:

1. Interpret and apply the accounting for Liabilities and Stockholder's Equity;
2. Apply the accounting for Assets, the Income Statement, and Cash Flow Statement;
3. Analyze the comprehensive array of cost aspects and utilize them to impact management policy;
4. Research, interpret, and recommend effective tax strategies; and
5. Integrate auditing principles and procedures under generally accepted auditing standards in auditing financial statements.

## Finance

**Learning Goal:** Upon successful completion of the B.S.B.A. with a concentration in finance, students are able to analyze, interpret, and recommend strategies using financial data sets.

**Learning Objectives:** Toward achieving this concentration's learning goal, students:

1. Integrate various financial paradigms into corporate financial decision-making and policies;
2. Evaluate how investment decisions are made by individuals and institutions;
3. Apply international financial management concepts to enhance the value of the firm;
4. Analyze corporate financial statements and evaluate the firm's performance; and
5. Estimate short-term investment and financing needs of a firm.

## Human Resources Management

**Learning Goal:** Upon successful completion of the B.S.B.A. with a concentration in human resources management, students will be able to formulate a talent management plan that supports an organization's strategy.

**Learning Objectives:** Toward achieving this concentration's learning goal, students:

1. Recommend HR practices that enhance workforce and organizational performance;
2. Apply principles of human behavior to the design of workforce practices;
3. Evaluate the impact of globalization on workforce practices;
4. Evaluate HR practices for compliance with employment and labor laws; and
5. Negotiate and recommend practices for establishing a productive relationship between labor and management.

## International Business

**Learning Goal:** Upon successful completion of the B.S.B.A. with a concentration in international business, students are able to analyze the global business environment for a multinational firm, and develop international business strategies to enhance sustainability.

**Learning Objectives:** Toward achieving this concentration's learning goal, students:

1. Survey environmental factors and their impacts on the decision making process of a multinational;
2. Analyze the international economic environment for a firm operating in a global setting;
3. Integrate social media and emerging technologies to leverage opportunities in the global environment;
4. Apply international financial management concepts to enhance the value of the firm; and
5. Determine how marketing principles are utilized by international firms.

## Management

**Learning Goal:** Upon successful completion of the B.S.B.A. with a concentration in management, students will be able to evaluate the impact of management policy on an organization's performance, and to deploy managerial techniques effectively in real-life business situations.

**Learning Objectives:** Toward achieving this concentration's learning goal, students:

1. Evaluate the impact of globalization on a firm's success and challenges;
2. Distinguish the role of human behavior in organizations, particularly in the context of managerial practices;
3. Analyze how new venture creation contributes to advancing management strategy;
4. Design a knowledge management plan that impacts on a firm's performance; and
5. Deploy the appropriate techniques for effective human resource management.

## Marketing

**Learning Goal:** Upon successful completion of the B.S.B.A. with a concentration in marketing, students are able to conduct primary and secondary marketing data analysis and develop global marketing strategy.

**Learning Objectives:** Toward achieving this concentration's learning goal, students:

1. Design and implement an integrated marketing communications strategy and program;
2. Assess a marketing distribution system and a retail marketing mix;
3. Identify new product opportunities and manage the product life cycle and systematic product development process;
4. Organize, measure, and analyze relevant marketing information to provide recommendations for marketing-decision making; and
5. Evaluate global macro environmental trends and their impact on the elements of marketing strategy and programs.

## Small Business and Entrepreneurial Studies

**Learning Goal:** Upon successful completion of the B.S.B.A. with a concentration in small business and entrepreneurial studies, students are able to analyze, initiate, and implement a viable small business or entrepreneurial venture.

**Learning Objectives:** Toward achieving this concentration's learning goal, students:

1. Construct a plan that integrates the functional area expertise needed to initiate and run a small business or entrepreneurial venture;
2. Synthesize classical ethical schools of thought as they apply to entrepreneurial decision-making processes;
3. Integrate and apply contemporary global information technologies to the development of a small business or entrepreneurial venture;
4. Evaluate the market potential of new product ideas; and
5. Design an effective development plan for a technological innovation.

## School of Management B.S.B.A. Academic Policies and Standards

The School of Management implements processes for the B.S.B.A. program that are in addition to those of the university for the purpose of ensuring effective student selection and retention. School of Management academic policies are in addition to NYIT academic policies and standards.

1. At least 50 percent of the total credit hours in all traditional business subjects required for the B.S.B.A. must be completed in the School of Management. (Business credit hours exclude certain courses in economics and statistics.) This implies that:
  - At least 27 credit hours of the 51-credit-hour business program core and the concentration in the B.S.B.A. program must be earned in the School of Management's School of Management at NYIT
  - At least 30 credit hours of the 60 credit hours of traditional business subjects counted toward the B.S.B.A. requirements must be earned in the School of Management's School of Management at NYIT
2. No course credit for coursework completed at a community/two-year institution may be applied to, or transferred as, a 300- or 400-level business course
3. Any 300- or 400-level business course taken at another institution is transferable into the B.S.B.A. curriculum only if the credit hours have been earned from a licensed AACSB accredited four-year degree-granting institution
4. A minimum grade of C- or better is required in order to transfer credit hours in traditional business subjects, earned elsewhere, into the B.S.B.A. program
5. B.S.B.A. students with dual concentrations must complete the full complement of concentration courses for each; no credit may be applied to two disparate degree requirements
6. Students pursuing the B.S.B.A. as a second bachelor's degree must complete the entire business program core and concentration requirement (subject to academic policies and standards 1, 2, and 3, above), and complete a minimum of 36 additional credit hours of study

---

*This program follows our general admission requirements.*

Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

School of Management Curriculum

Curriculum Requirements for the Bachelor of Science in Business Administration

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 301	Communication for Business	3
		Total: 18 Credits

Seminars		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science choice	3
ICBS 3XX	Behavioral Science choice	3
		Total: 12 Credits

Math and Science		Credits:
MATH 125	Finite Mathematics	3
	Science choice	3
		Total: 6 Credits

Major Requirements



Liberal Arts		Credits:
MATH 151	Fundamentals of Calculus	3
ECON 202	Principles of Economics I	3
ECON 204	Principles of Economics II	3
QANT 201	Statistical Sampling Theory	3
		Total: 12 Credits

Business Core—Lower Business Core		Credits:
BUSI 100	School of Management Orientation <sup>1</sup>	0
ACCT 101	Accounting I	3
ACCT 110	Managerial Accounting	3
LLAW 110	Legal Environment of Business	3
FINC 201	Corporation Finance	3
MGMT 102	Principles of Management	3
MRKT 102	Introduction to Marketing	3
		Total: 18 Credits

(1) Pass/Fail grading		

Upper Business Core		Credits:
MIST 315	Information Systems	3
QANT 300	Production and Operations Management	3
QANT 405	Management Science	3
BUSI 405	Business Research and Innovation	3
BUSI 435	Business Policy and Strategy	3
BUSI 495	Professional Enrichment Capstone <sup>1</sup>	0
		Total: 15 Credits

(1) Pass/Fail grading		
Select one of the following concentration groups <sup>2</sup> : <div>             Accounting             Finance             Human Resource Management             International Business             Management             Small Business and Entrepreneurial Studies             Marketing           </div>		

Accounting Concentration <sup>2, 3, 4, 5</sup>		Credits:
ACCT 205	Accounting II	3
ACCT 306	Cost Accounting	3
ACCT 316	Intermediate Accounting I	3
		Total: 9 Credits

--	--	--

AND choose either Accounting Concentration–Pathway 1 or Accounting Concentration–Pathway 2

NOTE: Effective December 1, 2016, no additional students will be admitted to Managerial Accounting (Pathway 1).

Accounting Concentration–Pathway 1 (designed for students interested in managerial accounting):		Credits:
ACCT 315	Financial Statement Analyses	3
ACCT 406	Internal Auditing	3
ACCT 435	Accounting Seminar, Research, and Communication	3
		Total: 9 Credits

Accounting Concentration–Pathway 2 (designed for students interested in public accounting) <a href="#">3</a> , <a href="#">4</a> , <a href="#">5</a> :		Credits:
ACCT 302	Federal Taxation I	3
ACCT 411	Auditing	3
ACCT 416	Advanced Accounting	3
		Total: 9 Credits

Finance Concentration <sup><a href="#">2</a></sup>		Credits:
ACCT 315	Financial Statement Analyses	3
FINC 301	International Financial Management	3
FINC 320	Advanced Financial Management	3
FINC 325	Principles of Investment and Security Analysis	3
FINC 401	Working Capital Management	3
FINC 405	Modern Portfolio Theory	3
		Total: 18 Credits

Human Resource Management Concentration <sup><a href="#">2</a></sup>		Credits:
HRMT 315	Human Resource Management	3
LLAW 310	Employment Law	3
MGMT 335	International Business	3
MGMT 370	Organizational Behavior	3
HRMT 430	Labor-Management Relations	3
HRMT 435	Talent Management	3
		Total: 18 Credits

International Business Concentration <sup><a href="#">2</a></sup>		Credits:
ECON 320	International Economics	3
FINC 301	International Financial Management	3
MGMT 335	International Business	3

MIST 335	Global Entrepreneurship and Web-Based Technologies	3
MRKT 405	International Marketing	3
MGMT 440	International Business Capstone	3
		Total: 18 Credits
Management Concentration <sup>2</sup>		Credits:
HRMT 315	Human Resource Management	3
MGMT 311	Knowledge Management	3
MGMT 335	International Business	3
MGMT 370	Organizational Behavior	3
QANT 410	Business Analysis	3
MGMT 425	Strategic Technology Management	3
		Total: 18 Credits
Small Business and Entrepreneurial Studies Concentration <sup>2</sup>		Credits:
MRKT 320	Management of New Product Development	3
SBES 310	Small Business and Entrepreneurial Creation	3
SBES 315	Cloud Computing-Based Venture Platforms	3
SBES 320	Business and Professional Ethics	3
SBES 420	Entrepreneurial Technology and Innovation Management	3
SBES 460	Business Plan Development Capstone	3
		Total: 18 Credits
Marketing Concentration <sup>2</sup>		Credits:
MRKT 301	Management of Promotions	3
MRKT 320	Management of New Product Development	3
MRKT 330	Marketing Distribution Systems	3
MRKT 401	Marketing Research	3
MRKT 405	International Marketing	3
MRKT 410	Marketing Strategy and Policy	3
		Total: 18 Credits
Electives		Credits:
	Business Electives <sup>5</sup>	9
	Liberal Arts Electives	12
		Total: 21 Credits
Total Required Credits: 120		



- (2) In Abu Dhabi, students may select either the Finance or the Management concentration only.
- (3) View the curriculum for the [B.S.B.A. \(Accounting Option\) Plus M.B.A. \(Professional Accounting\) Track program](#).
- (4) In New York State there is an academic requirement of 150 credits for eligibility to sit for the CPA exam; go to the [New York State Education Department, Office of Professions](#) for further details.
- (5) Students pursuing combined B.S. in Accounting and M.B.A.-Certified Public Accounting Track must include LLAW 210, ACCT 317, and FINC 325 as Business Electives.

School of Management

## B.S.B.A. (Accounting Option) Plus M.B.A. (Professional Accounting) Track



NYIT offers a Bachelor of Science in Business Administration (Accounting Option) degree, plus a Master of Business Administration (Professional Accounting) degree. Our programs prepare students to successfully complete the CPA examination and pursue a rewarding career in the public accounting profession. Graduates are qualified for admission to the New York State CPA examination upon completion of the 120-credit undergraduate B.S.B.A. (Accounting Option) degree. To become a New York State CPA, students must complete the MBA (Professional Accounting) degree, as well as the thirty (30) credit Accounting Module or equivalent coursework, pass the CPA examination, and practice public accounting in New York for a minimum of one year.

Degree requirements for the B.S.B.A. (Accounting Option) include 120 credit hours of undergraduate coursework plus the M.B.A. (Accounting Specialization) curricular requirements. The coursework is in keeping with the professional educational requirements for public accounting licensure as specified in the recent amendments to sections 52.13, 70.1, and 70.2 of the NYSED Regulations of the Commissioner.

### Learning Goals: B.S.B.A. (Accounting Module) Plus M.B.A. (Professional Accounting)

Upon successful completion of the Business Administration (Accounting Module) plus a Master of Business Administration (Accounting Specialization), students:

- Conduct research and analysis related to practice/contemporary issues and questions in accounting theory, as well as auditing and taxation, and effectively communicate such findings
- Synthesize accounting concepts, the regulatory environment, and professional practice issues and challenges
- Appraise the significance and evaluate the impact of ethics, professionalism, and social responsibility in accounting

*This program follows our general admission requirements.*

Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

School of Management Curriculum

Curriculum Requirements for B.S.B.A. (Accounting Module) Plus M.B.A. (Accounting Specialization)

Discovery Core

Undergraduate Courses: Foundation		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 301	Communication for Business	3
		Total: 18 Credits

Undergraduate Courses: Seminar		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICBS 3XX	Behavioral Science choice	3
ICSS 3XX	Social Science choice	3
		Total: 12 Credits

Undergraduate Courses: Math and Sciences		Credits:
MATH 125	Finite Mathematics	3
	Science Choice	3
		Total: 6 Credits

Major Requirements

--	--

Undergraduate Courses: Specific Non-Business General Education		Credits:
MATH 151	Fundamentals of Calculus	3
ECON 202	Principles of Economics I	3
ECON 204	Principles of Economics II	3
QANT 201	Statistical Sampling Theory	3
		Total: 12 Credits
Undergraduate Courses		Credits:
	Liberal Arts Electives	12
Undergraduate Courses: Business Program—Lower Core		Credits:
ACCT 101	Accounting I	3
ACCT 110	Managerial Accounting	3
LLAW 110	Legal Environment of Business	3
FINC 201	Corporation Finance	3
MGMT 102	Principles of Management	3
MRKT 102	Introduction to Marketing	3
		Total: 18 Credits
Undergraduate Courses: Business Program—Upper Core		Credits:
MIST 315	Information Systems	3
QANT 300	Production and Operations Management	3
QANT 405	Management Science	3
BUSI 405	Business Research and Innovation	3
BUSI 435	Business Policy and Strategy	3
BUSI 495	Professional Enrichment Capstone	0
		Total: 15 Credits
Undergraduate Courses: Accounting Module—Public Accounting Track		Credits:
ACCT 102	Accounting II	3
ACCT 302	Federal Taxation I	3
ACCT 306	Cost Accounting	3
ACCT 316	Intermediate Accounting	3
ACCT 411	Auditing	3
ACCT 416	Advanced Accounting	3
		Total: 18 Credits
Undergraduate Courses: Accounting Module—Business Specialization		Credits:
LLAW 210	Business Law	3
ACCT 317	Intermediate Accounting II	3



FINC 325	Principles of Investment and Security Analysis	3
		Total: 9 Credits

Students who have completed an undergraduate bachelor's degree elsewhere and meet all admissions requirements to the M.B.A. program, may enroll into the M.B.A. Accounting program. However, in addition to the M.B.A. program requirements all students must either demonstrate (with a grade of C or better) or complete specific undergraduate curriculum requirements (or equivalencies), as per New York State specifications, including the 30-credit Accounting Module.

--

Graduate M.B.A. Courses: Non-waivable Core		Credits:
BUSI 610	Professional Development Seminar	0
ACCT 610	Accounting Analysis	1.5
ECON 610	Macro Environment of Business	1.5
ECON 620	Micro Economic Industry Analysis	1.5
FINC 610	Financial Policy and Value Creation	1.5
FINC 620	Executing and Reporting Financial Market Transactions	1.5
MGMT 620	International Dimensions of Organizational Behavior	1.5
MGMT 630	Business Enterprise Environment	1.5
MIST 610	Enterprise Resource Planning Systems	1.5
MRKT 610	Branding	1.5
QANT 610	Operations Management	1.5
QANT 620	Multi-Criteria Decision Models	1.5
SBES 601	Ethics and Social Responsibility	1.5
MGMT 650	Strategic Leadership Capstone Project	3
		Total: 21 Credits

The Non-waivable Core is an integrated educational experience where courses are delivered in seven-week modules and are highly interdisciplinary. Modules in this core may not be waived, nor can credit hours be transferred into the School of Management as substitutes for these modules. The core must be completed, in its entirety, in the School of Management.

--

Graduate M.B.A. Courses: Accounting Specialization		Credits:
ACCT 731	Computer-Based Auditing and Research	3
ACCT 732	Not-for-Profit Accounting	3
ACCT 720	Federal Taxation II	3
		Total: 9 Credits

These three required specialized courses are specific to competencies required in the CPA examination and must be completed by all students.

--

**Total Required Credits: 150\*\***

\*\*Depending on the background of the student applicant, the M.B.A. Accounting program can be completed in as few as 30 credits. However, applicants who do not have the requisite background for the program, per New York State requirements, and as stipulated in this section, may be required to complete additional credit hours to achieve the M.B.A. Accounting credential.



The mission of NYIT's Bachelor of Professional Studies (B.P.S.) in Hospitality Management program is to provide high-quality, hands-on, career-advancing educational opportunities within the context of a dynamic, technologically enabled, guest service focused, globally integrated hospitality environment.

## Program Features

**Career-Centered Preparation:** NYIT graduates have met external experiential requirements and attained invaluable development beyond the classroom that make them well-rounded, qualified candidates in the job market.

**Student Focused:** Small class sizes ensure an intimate, personalized learning environment. Moreover, a hospitality faculty advisor will be available to students from the day they enroll at NYIT until graduation.

**Professional Certifications:** Hotel Industry Analytics (STR), Training for Intervention Procedures (TIPS), ServSafe, Bridal Society Event Planning Certification, Certification in Hospitality Leadership and Service, CPR

**Hospitality Focused Clubs and Associations:** Students can become a part of leading student professional associations/clubs to enhance their team and leadership skills such as the Society of Hosteurs, Professional Convention Management Association Chapter, and SKAL. These student-run associations and clubs bring everyone within the NYIT community together for a variety of social, charitable and educational activities. In addition, students have the opportunity to work professional events and participate in industry-focused tours, including vineyards, casinos, hotels, trade shows, and more.

**Celebrities and Industry Leader Partners:** World Renowned Chef Daniel Boulud; Legendary Ian Schrager co-founder Studio 54, American Boutique Hotelier; Andrew Rigie, Executive Director of the New York City Hospitality Alliance; Richard Sandoval, Celebrity Chef, Restaurateur, and Author; Marc Murphy, Celebrity Chef, Restaurateur, Author, and Television Personality; Melba Wilson, Celebrity Chef, Restaurateur, Caterer, and Author; Horst Schulze, Former President of Ritz-Carlton Hotel, Chief Executive Officer and Chairman at Capella Hotel Group; Richard J. Amato, Vice President of Hotel Association of New York City Inc; Hanna Lee, President of the Award-winning PR and Social Media Agency; Avery Fletcher, Director of Sales and Marketing at 21 Club; Alex Askew, President and CEO of Black Culinarian Alliance (BCA).

**Professional Affiliations:** New York Restaurant Association; Hotel Association of NYC; Hospitality Alliance of NYC; Long Island Hotel and Lodging Association; Boutique and Lifestyle Lodging Association; BCA Global; Long Island Convention and Visitors Bureau.

**Educational Events and Tours:** Personalized tours of luxury hotels; resorts and catering facilities; wineries and casinos; cruise lines and airlines; back-of-the-house hotel operations.

**Conference and Conventions:** Attend national and regional industry conferences/conventions representing all sectors of the hospitality industry.

### Global and Domestic Internship Opportunities

**Honor Societies: CHRIE:** Eta Sigma Delta NYIT Chapter; Beta Gamma Sigma; Phi Eta Sigma; Golden Key.

**Diverse Community:** Our students come from around the globe to savor the opportunities provided by NYIT's geographic location and access to the hospitality industries leading food service, lodging and tourism organizations. Opportunities to study abroad are also available.

**Industry-Experienced Faculty:** NYIT's Department of Hospitality Studies faculty and adjunct instructors bring unique and varied specialties with centuries of combined industry experience to provide our students with a progressive education in state-of-the-art facilities.

**Technology Infused:** From the Blackboard online learning environment to our interactive virtual classrooms, we infuse technology into every course.

**Dynamic Hands-on Coursework:** From experiential internships, to beverage tasting courses, to on-site operations visits, our courses put you in intimate contact with the people and products that will prepare you for the industry upon graduation. Our B.P.S. program enables our students to dedicate more than 60 percent of their degree exclusively to our passion—hospitality.



**Industry Focused:** We offer outstanding student development through affiliations with internationally recognized hospitality organizations and associations, exclusive internship offerings and attendance at conferences.

**Community Outreach Partners:** City Harvest, Covenant House, St. Jude Children's Research, North Shore Animal League.

## School of Management Global Center for Hospitality Management

The Global Center for Hospitality Management seeks to contribute to NYIT School of Management strategic initiatives by becoming a recognized leader supporting the advancement of hospitality, tourism, and related service organizations. The center cultivates and strengthens collaborative efforts that impact the success of competitive industries that serve hospitality, tourism, and related services in an increasingly multicultural and global environment.

## Resources and Assistance

Take advantage of all the student resources at NYIT including:

- Scholarships
- SmartThinking online tutoring and tutoring centers
- College work-study
- Dean's Interns
- Peer mentoring and E-mentoring
- Alumni business leaders-to-student mentoring
- Career services and community service centers

## Triple Platforms of Excellence

Our Triple Platforms of Excellence take business education beyond the classroom to give you the professional and personal skills you'll need to succeed in today's evolving global marketplace. Each platform—Professional Enrichment, Experiential Education, and Student Advancement—is grounded in real-world management experiences. You'll apply knowledge learned in actual business environments, build your professional network, and develop skills that top executives use every day.

## Professional Enrichment

NYIT's Professional Enrichment Program is designed to make your transition from the classroom to the boardroom as seamless as possible. Through workshops and seminars, we help you build business skills every executive needs, such as:

- creating professional social media pages
- best practices in developing your professional network
- enhancing your personal brand with an online portfolio
- identifying and discussing emerging business trends with industry leaders
- writing and communicating with colleagues
- refining your interview skills and business etiquette

## Experiential Education

Our Experiential Education Program adopts a "learning by doing" approach as you devise business solutions for real-world scenarios. These opportunities place you in the global marketplace as you strategize with classmates, faculty, and executives in applying classroom learning. Experiential opportunities include:

- competing in the corporate and business challenges
- offering small-group consulting to local businesses
- participating in international workshop and study abroad programs in Italy, France, Germany, Ireland, Spain, Australia, Hawaii

## Student Advancement

Our Student Advancement Program is all about getting out there in the field and meeting with leading business executives, building professional relationships and leadership skills, and getting a feel for how global companies operate. Examples include:

- gaining a mentor who can provide personalized guidance that matches your career goals
- joining on-campus business clubs and honor societies
- participating in the Student Advisory Board to help steer future academic programs within the NYIT School of Management
- pursuing leadership opportunities in industry associations
- spending time in the offices of top New York City companies to get a feel for their corporate and hospitality oriented cultures
- taking field trips to Waldorf Astoria; Ritz Carlton Central Park South; Brotherhood Winery, America's oldest winery; 21 Club Restaurant and Speak Easy; hotel and lodging facilities; and many others
- social engagement activities such as ski trips; dinner cruises; networking sessions; celebrating cultural awareness and diversity

## Strategic Initiatives

- Integrate the School of Management key strategic initiatives into its curriculum
- Ensure student competency and opportunity for placement and successful advancement in the business environment
- Ensure the development of business-related requisite skill sets
- Provide seminars, workshops, forums and dynamic opportunities for students to engage in experiential learning activities
- Cultivate partnerships by participating at conferences to further lifelong learning and an understanding of contemporary issues in the hospitality



field  
Publish intellectual contributions and attend activities and conferences for the purpose of presenting scholarly works  
Create an environment for students conducive to success, including programs for individualized orientation, advisement, tutoring, student advisory committees, social engagement activities, and peer mentoring programs

B.P.S. Programmatic Learning Goals

Upon successful completion of the B.P.S. program, students are able to:

1. Interpret the legal implications behind operational decisions, draft enforceable internal and external organizational standards, including the management of operations and the training of human capital (law and organizational policy);
2. Integrate the core management and accounting functions to ensure financial viability of a hospitality organization (financial management);
3. Properly design and implement cost-effective food service menus reflecting market specific research, food, and beverage product knowledge, and industry trends to complement the layout and design of a food service operation (food and beverage);
4. Integrate the core business and tourism management functions to ensure the successful design, delivery and assessment of a convention, event, meeting, or exhibition (event planning);
5. Survey the economic environment, demonstrate the impact of this environment on lodging and food facilities, and develop a marketing and operations plan for a given economic climate that accounts for risk components (lodging and operations design); and
6. Synthesize and evaluate actions that impact the advancement of a hospitality leader (business foundations).

B.P.S. Academic Policies and Standards

The School of Management implements processes for the B.P.S. program in line with those of NYIT. There are no additional academic policies and standards.

*This program follows our general admission requirements.*

Application Materials

- Completed application
- \$50 nonrefundable application fee
- Copies of transcripts of all high school work, including college-level courses. Your midyear and final grades will be required. All final, official transcripts must be received prior to the start of your first semester.
- Official SAT (critical reading and math only) or ACT test scores. You have the option of submitting results from the previous or redesigned SAT. If you have fewer than 24 credits of previous college work completed, you will need to submit official SAT or ACT scores.
- NYIT SAT Code: 2561, NYIT ACT Code: 2832
- Two letters of recommendation
- 300–350 word essay on one of the following topics:
  - Tell us about your career goals and why attending NYIT would further these goals.
  - Describe the achievement of which you are most proud and why.

[International Students Special Requirements](#)

# Curriculum Requirements for the Bachelor of Professional Studies in Hospitality Management (1)

Discovery Core

Foundations		Credits:
FCWR 101	Writing I: Foundations of College Composition	3
FCWR 151	Writing II: Foundations of Research Writing	3
FCSP 105	Foundations of Speech Communication	3
FCSC 101	Foundations of Scientific Process	3
FCIQ 101	Foundations of Inquiry	3
FCWR 301	Communication for Business	3
		Total: 18 Credits

<b>Seminars</b>		Credits:
ICLT 3XX	Literature choice	3
ICPH 3XX	Philosophy choice	3
ICSS 3XX	Social Science choice	3
ICBS 3XX	Behavioral Science choice	3
		Total: 12 Credits

<b>Math and Science</b>		Credits:
BIOL 103	Nutrition and Society	3
MATH 115	Introductory Concepts of Mathematics	3
		Total: 6 Credits

## Major Requirements

<b>Hospitality Program Core Requirements—Lower Business Core Courses</b>		Credits:
HOSP 100	Introduction to Hospitality	3
HOSP 130	Front Office Sales and Management	3
HOSP 140	Purchasing, Procurement and Supply Management	3
HOSP 210	Service Excellence	3
HOSP 220	Strategic Planning and Marketing	3
HOSP 240	Operations Cost Control	3
HOSP 260	Hospitality Managerial Analysis	3
		Total: 21 Credits

<b>Hospitality Program Core Requirements—Upper Business Core Courses</b>		Credits:
HOSP 320	Hospitality Law	3
HOSP 330	Meetings, Events, Conventions, and Expositions	3
HOSP 340	Beverage Evaluation and Management	3
HOSP 360	Asset, Risk, and Revenue Management	3
HOSP 420	Leadership and Employee Relations	3
HOSP 430	Facility and Concept Development	3
HOSP 440	Menu Development and Design	3
HOSP 460	Entrepreneurship, Franchise, and Multi-Unit Management	3
HOSP 470	Senior Seminar Capstone	3
		Total: 27 Credits

<b>Fieldwork</b>		Credits:

HOSP 270	Supervised Fieldwork	3
		Total: 3 Credits
General Business Requirements		Credits:
ACCT 101	Accounting	3
ECON 101	Basic Economics	3
LLAW 101	Business Law I	3
MIST 101	Introduction to Computer Applications	3
		Total: 12 Credits
Elective Courses*		Credits:
HOSP XXX	Hospitality Elective	12
	Elective choice	9
		Total: 21 Credits
* At least 12 credit hours must be in HOSP courses. Transfer students must take at least one HOSP course in partial fulfillment of this curriculum requirement.		
Total Required Credits: 120		
(1) This degree is currently offered only at NYIT's New York campuses.		