STEPS TO FILL OUT COURSE PREFERENCE FORM

1. FOLLOW THE COURSE SEQUENCE WHEN CHOOSING YOUR COURSES.

   A. MAKE SURE YOUR SCHEDULE INCLUDES REQUIRED AND ELECTIVE COURSES.

   B. IF YOU ARE RECEIVING ANY FORM OF FINANCIAL AID YOU MUST REGISTER AND ATTEND A MINIMUM OF FOUR COURSES.

2. **ON SCRAP PAPER:** PUT ONE COURSE NEXT TO EACH TIME YOU WISH TO ATTEND. (LOOK UP THE COURSES ON THE SCHEDULE FOR TIMES AND INSTRUCTORS).

3. WHEN YOU HAVE THE COURSES AND THE TIMES SET, FILL OUT THE **COURSE PREFERENCE FORM WITH THE FOLLOWING**:

   - **COURSE NUMBER**
   - **SECTION NUMBER**
   - **COURSE TITLE**
   - **DAYS & TIMES**
   - **INSTRUCTOR**

ALL INFORMATION IS TAKEN FROM THE COURSE OFFERING eBOOK

IMPORTANT!!

PLEASE MAKE SURE THAT YOU LIST YOUR CURRENT ADDRESS AND TELEPHONE NUMBER ON THE REGISTRATION FORM!!!

WHEN YOU SEE YOUR ADVISOR, PLEASE BRING YOUR COMPLETED COURSE PREFERENCE FORM WITH YOU!!!!

MONROE COLLEGE
COURSE PREFERENCE FORM

NAME (*Please Print*): _____ **SS NO:** _____

MAJOR: _____

ADDRESS: _____ **PHONE:** _____

_____ **E-MAIL:** _____

CRS #	SEC #	COURSE TITLE	DAYS/TIMES	INSTRUCTOR

PLEASE INDICATE ANY COMMENTS THAT MIGHT BE HELPFUL IN COMPLETING YOUR SCHEDULE: (EX. DAY CARE PROBLEMS, WORK SCHEDULE, ETC.)

_____

_____

_____

PLEASE UNDERSTAND THAT WE WILL DO WHATEVER IS POSSIBLE TO ACCOMMODATE YOUR SCHEDULING NEEDS; HOWEVER, THIS MAY NOT BE FEASIBLE IN ALL CASES.

Satisfactory Academic Progress

Academic Year 2013-14

TUITION ASSISTANCE PROGRAM (TAP) GUIDELINES

Effective Fall 2012

- **Student who received first TAP payment prior to Fall 2010**

or

- **Student enrolled in at least 6 semester hours of non-credit remedial coursework in first semester of their first TAP payment in Fall 2010 or later**

Before being certified for this payment	1st	2nd	3rd	4th	5th	6th
A student must have accrued at least these many credits	0	3	9	18	30	45
With at least this grade point average	0	.75	1.25	1.50	2.0	2.0
Minimum number of credit hours that must be completed the prior semester.	0	6	6	9	9	12

Before being certified for this payment	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th
A student must have accrued at least these many credits	0	3	9	21	33	45	60	75	90	105
With at least this grade point average	0	1.1	1.25	1.5	2.0	2.0	2.0	2.0	2.0	2.0
Minimum number of credit hours that must be completed the prior semester	0	6	6	9	9	12	12	12	12	12

Effective Fall 2012

WHEN TO USE

Student who received first TAP payment Fall 2010 or later
Student enrolled in less than 6 semester hours of non-credit remedial coursework

Associate Degrees & Certificate Programs

Before being certified for this payment	1st	2nd	3rd	4th	5th	6th
A student must have accrued at least these many credits	0	6	15	27	39	51
With at least this grade point average	0	1.3	1.50	1.8	2.0	2.0
Minimum number of credit hours that must be completed the prior semester.	0	6	9	12	12	12

Baccalaureate Program

Before being certified for this payment	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th
A student must have accrued at least these many credits	0	6	15	27	39	51	66	81	96	111
With at least this grade point average	0	1.5	1.8	1.8	2.0	2.0	2.0	2.0	2.0	2.0
Minimum number of credit hours that must be completed the prior semester	0	6	9	12	12	12	12	12	12	12

FEDERAL AID GUIDELINES

QUALITATIVE STANDARD	
Semester	**Cumulative GPA**
1	**0.75**
2	**1.25**
3	**1.50**
4	**1.75**
5+	**2.00**

QUANTITATIVE STANDARD	
Semester 1-3	**Must complete 50% of courses attempted with passing grades.**
Semester 4-12	**Must complete 67% of courses attempted with passing grades.**

Student will be dismissed from the College if the Qualitative Standards are not met.

Student may be on SAP federal warning if Quantitative Standards are not met.

COURSE DISTRIBUTION REQUIREMENTS FOR EARNING A NEW YORK STATE HIGH SCHOOL EQUIVALENCY DIPLOMA BASED UPON COLLEGE CREDITS

The following are examples of courses that meet the distribution requirements. Please note that this list is not exhaustive but only includes typical examples.

English Language Arts **6 Cr** English Composition English Literature Speech Creative Writing	**Mathematics** **3 Cr** Math Calculus Statistics Business Math Technical Math
Natural Science **3 Cr** Biology Chemistry Physics Earth Science Geology Botany Zoology	**Social Science** **3 Cr** History Sociology Psychology Economics Political Science Labor Studies
Humanities **3 Cr** Literature Foreign Languages Art History / Art Appreciation Music / Music Appreciation Theatre Philosophy Religion	**College Degree Program Requirements** **6 Cr**

GED REQUIREMENTS

CHECKLIST FOR MONROE COLLEGE EQUIVALENT COURSES

NAME _____ **SS#:**_____

REVIEWED BY:_____ **DATE:**_____

English Language Arts	**6 Cr**
EN-109 Expository Writing	
EN-110 Composition and Literature	
EN-117 Creative Writing	
LA-120 Speech Communications	
EN-205 Business Writing	
EN-209 Literature and Work	
EN-210 Film and Literature	
EN-211 African American Literature	
LA-205 Advanced Speech Communications	

Mathematics	**3 Cr**
MA-120 Finite Math	
MA-127 Quantitative Methods	
MA-130 Intermediate Algebra	
MA-135 Statistical Applications	
MA-140 College Algebra With Applications	
MA-142 Pre- Calculus	
MA-145 Statistics for Business Decisions I	
MA-230 Discrete Mathematics	
MA-242 Calculus I	
MA-245 Statistics for Business Decisions II	
MA-252 Calculus II	

Natural Science	**3 Cr**
HC-108 Anatomy and Physiology	
SC-106 Environmental Science	
SC-112 General Biology	

College Degree Program Requirements	**6 Cr**
Any two (2) courses that are part of the student's Degree Program and not used above	

GED REQUIREMENTS

CHECKLIST FOR MONROE COLLEGE EQUIVALENT COURSES

NAME _____ **SS#:**_____

REVIEWED BY:_____ **DATE:**_____

Humanities **3 Cr**

LA-110 Critical Thinking in Ethics and Politics
LA-114 History of Art I
LA-115 History of Art II
LA-116 Modern Art
LA-220 Philosophy
LA-221 Religions of the World
LA-118 Introduction to Music
EN-110 Composition and Literature
EN-107 Ethnic Literature
EN-108 American Literature
EN-208 The American Novel
EN-209 Literature and Work
EN-210 Journey into Film and Literature
EN-211 African American Literature
FR-101 French I
FR-102 French II
SP-101 Spanish I
SP-102 Spanish II
IT -101 Italian I

Social Science **3 Cr**

LA-101 Psychology
LA-102 Sociology
LA-103 Political Science
LA-104 Child Psychology
LA-105 Marriage & the Family
LA-106 Sex & Gender
LA-108 Psychology of Abnormal Behavior
LA-209 Social Issues
LA-111 Intro to Cultural Anthropology
LA-132 Western Civilization I
LA-133 Western Civilization II
LA-130 American History I

LA-131 American History II
LA-135 Caribbean History
LA-150 Introduction to Geography
LA-202 Mass Media In Society
LA-203 Civil Rights Law
EC-201 Macroeconomics
EC-203 Microeconomics
MG-222 Industrial Psychology