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Dear Members of the Harpur Class of 2018:

Welcome to Harpur College. This is an exciting time for all of you as you begin your lives as part of the Binghamton University community. It is a time of opportunity, a time of exploration, a time to plan for your futures and to work towards realizing your educational and personal goals. As a Harpur College student, you now become part of an intellectual community that is committed to achieving its guiding philosophy: “From Breadth through Depth to Perspective.”

Founded in 1950, Harpur College is the liberal arts center of Binghamton University and is committed to providing you with a first class comprehensive education. In the tradition of a liberal arts college student, you are not preparing yourself for a specific vocation but instead are learning to become thinkers, to discern and make sense of the subtleties of the world, to understand the ethics of choices, to deal with the complexities of a modern society. You will develop a set of transitional skills that will position you, as it has our many distinguished alumni, to become groundbreakers and leaders in your chosen fields and to become the standard to which others are held.

Every Harpur College student builds his or her degree plan around a comprehensive core of General Education liberal arts courses designed to help foster a strong academic foundation and develop skills in critical thinking and reasoning, an appreciation of and for the arts, the ability to understand and engage in the natural world, to embrace and consider diverse intellectual traditions, and to respect social, religious and cultural difference. General Education courses are designed to help you develop the “breadth” of understanding of the world around you that is necessary to engage successfully in today’s global society.

As a student in Harpur College, you have more than 80 majors and 20 minors from which to choose. You also have opportunities outside the classroom: externships, internships, study abroad, National Student Exchange, leadership opportunities in campus organizations and clubs, all designed to help you expand on what you are learning in your coursework and to facilitate integrating theory into practice. The variety of choices you have can be both exciting and overwhelming. Fortunately, as a Harpur College student, you have a multitude of resources to help guide you through and help you develop your degree plan.

Harpur College has a dual-advising structure. Our staff in the Harpur College Academic Advising Office welcomes the opportunity to work with you, help you select courses, explore majors, and develop a degree plan that enables you to discover and then meet your educational and personal goals. You are not assigned to an advisor in the Harpur Advising Office. Instead, we allow you to assign yourself to one of us. We encourage you to come to our office, meet with the
staff, find that advisor with whom you can develop a close working relationship, and become their advisee. Studies have shown that students who can make that connection with a staff member on campus are more satisfied with their college experience as a whole. And while there are no formal studies that show that advisors who have strong working relationships with their advisees are also more satisfied, we are here to tell you that this is indeed the case.

Once you declare your major, you will also have a departmental faculty advisor who is there to speak with you not only about the requirements needed to complete the major but also to discuss their own research as well as opportunities for you to do research in the field. They can engage you in broader intellectual discussions as well as serve as excellent resources for information regarding professional or graduate programs and careers in the field. These are the conversations that you will find most meaningful and we encourage you to develop these faculty relationships. They will strengthen and illuminate your understanding of your chosen field of study. Faculty are also a wonderful resource for exploratory students who are searching for that “right fit”; we encourage you to speak to your professors, to go to office hours, and to make appointments to meet with undergraduate directors in departments where you may have academic interests.

In addition to the Harpur Academic advisors and faculty advisors, there are many other resources to help you navigate your way at Binghamton. Our Career Development Center works in partnership with the Harpur Advising Office. They offer services that will help you assess your strengths, interests and abilities and how those relate to possible majors and career paths. They can also help you identify opportunities for gaining experience through internships. The faculty masters within the residential colleges help you to make the connection between your classroom experiences and what you are learning outside the classroom. Because of the bridge they provide between classroom and “living room,” they often offer a different perspective on your questions and concerns. The Office of International Programs can help you explore possibilities of study away from Binghamton that will expand your understanding of and appreciation for the diverse world in which we live and enable you to internationalize your program of study. We encourage you to take advantage of these and other resources.

We also strongly encourage you to seek out opportunities for personal and professional growth, programs like the Liberal Arts to Career Externships (LACE), which offers Harpur students the opportunity to connect with Binghamton alumni and shadow those professionals working in the student’s possible career area. The Harpur Fellows Program gives select Harpur students the opportunity to create a self-designed project that serves the local, national or international community and speaks to the student’s passion. The Center for Civic Engagement connects students with community agencies and organizations in an effort to help students discover what it means to be an active and engaged citizen. These are just a few examples of the possibilities that await you over the next few semesters.

In closing, remember: you are in control of your education. Seek out new opportunities, take risks, ask questions, make friends and meet new people; be an active participant in your educational development. Embrace this wonderful journey and try not to miss the magic of the moment by worrying about what is to come. Everyone in our office stands ready to help and we look forward to working with you as you embark on this next step.

The Harpur Academic Advising Staff
ABOUT ACADEMIC ADVISING

Harpur College, like the individual, must constantly adjust to the world by changing its expectations, opportunities, requirements and procedures to meet the needs of its students. Therefore, in addition to providing accurate information and referrals, academic guidance and a setting in which students may clarify their thoughts and identify alternatives, the Harpur College Academic Advising Office stands ready to interpret change to students and to monitor its importance to them. Our staff offers an environment in which student questions are welcomed, in which nothing affecting a student’s academic life is treated as routine, and in which a student can feel comfortable raising concerns about present and future progress.

Harpur Academic Advising strives to:
• provide accurate academic and career information;
• help students clarify their academic goals and career choices;
• assist students in understanding University policies and procedures;
• provide informational and planning tools to enable students to accomplish their goals;
• work cooperatively with academic departments, faculty and student services offices to provide comprehensive advising information.

Harpur academic advisors strive to deliver:
• attention to your individual needs;
• general academic advising on policies and procedures, curricular offerings, and goal-setting and assessment;
• workshops on academic advising questions;
• information via websites and handbooks and responses to questions via listservs and e-mail;
• transfer credit processing and evaluation;
• degree audit programming;
• Individualized Major Program advising;
• pre-health advising;
• pre-law advising;
• referrals to related services;
• completion of letters, forms, applications, etc.

Harpur academic advisors, in turn, expect the following from you:
• That you seek advising when and as often as you need it;
• That you develop sustained, collaborative relationships with academic advisors;
• That you come prepared to meetings with relevant questions and necessary information;
• That you understand advisor actions are determined by Binghamton University and Harpur College policies and procedures;
• That you plan ahead;
• That you read and understand your degree audit;
• That you use your major department’s advising assistance;
• That you use appropriate resources provided by numerous offices and services.

Additional Advice:
• Review your degree audit regularly. You are solely responsible for understanding your academic progress and requirements.
• Check your Binghamton e-mail daily.
• Keep current the mailing address you have on file in the Office of Financial Aid and Student Records. It’s how the Harpur Advising Office sends you information from time to time.
• Meet with your instructor sooner than later if you have difficulty in a course. Avail yourself of additional campus support services for personal or academic assistance, as necessary.
• Review your academic requirements and meet with your advisor routinely to collaboratively explore the totality of your degree plan and/or concerns. Sustained, collaborative advising allows us to more thoroughly understand your needs and more thoroughly help you reach your goals.
• Schedule appointments in advance with your advisor to discuss issues that cannot be resolved quickly (e.g., choice of major or an academic-related problem). High-volume walk-in advising (e.g., during registration periods) is reserved for pressing, schedule-driven and course-related questions.

Remember, it’s your responsibility to understand your academic requirements and matters of policy. Your requirements are in force from the time you first matriculate; the Advising Office cannot waive these requirements.
**GENERAL EDUCATION**

GenEd courses are identified on the BU BRAIN registration website. To receive GenEd credit, a course must be identified with a GenEd letter (A, C, etc.) in the semester in which you take it.

Some GenEd courses carry more than one GenEd tag (for example, CHP). However, except for C, O or J classes, GenEd courses may be used to fulfill only one GenEd category.

Gen Ed courses must be taken for a letter grade (normal grading option) unless a course is offered only Pass/Fail.

Transferred college courses are considered for GenEd on a course-by-course basis.

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**GENERAL EDUCATION PLANNING SHEET FOR HARPUR STUDENTS**

As part of Binghamton University’s comprehensive General Education (GenEd) curriculum, all students must satisfy the following areas of study: Aesthetics, Composition, Foreign Language, Global Interdependencies, Humanities, Laboratory Science, Mathematics, Oral Communication, Physical Activity/Wellness, Pluralism in the United States, and Social Science.

<table>
<thead>
<tr>
<th>General Education Requirements</th>
<th>Fulfilled by</th>
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<tbody>
<tr>
<td><strong>Aesthetics (A)</strong></td>
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<tr>
<td>A courses enhance students’ understanding of the creative process and the role of imagination in it. The A requirement may also be fulfilled with an AP score of 3 or better in Art History, Art Studio or Music Theory, or an HIB Fine Arts score of 4-7.</td>
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<tr>
<td><strong>Composition (C), Oral Communication (O) or Joint Composition/Oral Communication (J)</strong></td>
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<tr>
<td>C courses emphasize writing as a process of revision and require a minimum of 20 pages of expository prose.</td>
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<td>O courses involve at least two oral presentations and evaluation of speaking.</td>
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<tr>
<td>J courses combine both Composition and Oral Communication.</td>
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<tr>
<td>Students must complete one of the following options:</td>
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<tr>
<td>• One C course plus one O course</td>
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<tr>
<td>• One J course</td>
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<tr>
<td><strong>Foreign Language</strong></td>
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<tr>
<td>This requirement may be fulfilled by demonstrating proficiency in high school in one of the following ways:</td>
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<tr>
<td>• High school coursework: Four or more units of one high school foreign language with a course grade in the fourth year of 85 or better, or three units each of two high school languages with course grades in each third unit of 85 or better</td>
<td></td>
</tr>
<tr>
<td>• Exam credit: Score of 3 or better on AP foreign language exam or score of 4-7 on the HIB or standard IB exam</td>
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<tr>
<td>• Demonstrated proficiency: See a Harpur advisor and/or visit online gened.binghamton.edu</td>
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<tr>
<td>Students who did not demonstrate proficiency in high school must complete one of the following options:</td>
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<tr>
<td>• Third-semester college-level course in one language</td>
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<tr>
<td>• Second-semester college-level course in each of two foreign languages</td>
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</tr>
<tr>
<td>• Some other significant activity that requires second-level foreign language proficiency as a prerequisite, such as study abroad in a non-English environment or an internship serving people who can communicate only in a language other than English</td>
<td></td>
</tr>
<tr>
<td>The foreign language requirement for transfer students is fulfilled by a second semester college-level course in foreign language. This requirement may also be fulfilled in high school by demonstrating a level of proficiency equivalent to passing the corresponding Regents foreign language examination with a score of 85 or higher.</td>
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</tbody>
</table>

(continued)
Global Interdependencies (G)

G courses consider how one or more of the regions of the world have influenced and interacted with the West and with one another, and how the West has affected and been affected by these regions and their distinctive cultures or civilizations.

Humanities (H)

H courses enhance students’ understanding of human experience through the study of literature or philosophy. This requirement may also be fulfilled with an AP score of 3 or better in English Lit/Comp, French Literature, German Literature, Latin Literature or Spanish Literature, or an HIB humanities score of 4-7.

Laboratory Science (L)

L courses emphasize the formulation and testing of hypotheses and collection, analysis and interpretation of data. Under some circumstances, this requirement may be fulfilled with AP credit; see note on AP Biol, Chem and Envi Studies. Requirement may also be filled with an IB score of 4-7 in Biology, Chemistry and Environmental Science and Societies.

Mathematics (M)

The M requirement assumes proficiency in high school mathematics — algebra, geometry and trigonometry. This requirement may be fulfilled in one of the following ways:

- Examination credit: AP score of 3 or better in Calculus or Statistics; HIB Math score of 4-7
- Take any designated M course

Pluralism in the United States (P)

P courses consider three or more cultural groups in the United States — African Americans, Asian Americans, European Americans, Latino Americans and Native Americans — in terms of their specific experiences and how they have affected and been affected by the basic institutions of American society. Most P courses assume a basic knowledge of U.S. history.

All students must complete a college-level pluralism course; this requirement cannot be met through examination (AP, high school Regents, etc.) or high school course work.

U.S. History Proficient: Students who have an AP score of 3 or better in U.S. History, New York U.S. History Regents score of 85 or better, or students from non-Regents high schools who have a grade of 85 or better or a B in high school U.S. History must take one P course.

Not U.S. History Proficient: Students with a score of less than an 85 on the New York U.S. History Regents exam and students from non-Regents high schools with less than an 85 or a B in high school U.S. History must take a course from a specific list of pluralism courses that pay significant attention to a broad span of U.S. History. REFER TO YOUR AUDIT.

Social Science (N)

N courses emphasize the major concepts, models and issues of at least one of the social sciences. The N requirement may be satisfied with an AP score of 3 in American History, Economics, European History, Human Geography, Political Science or World History, or an HIB social science score of 4-7.

Physical Activity/Wellness (Y, S, B)

Exercise, body awareness and wellness are essential components of a healthy and productive lifestyle. Physical Activity courses are designated Y; Wellness courses are designated S; and courses that combine both Physical Activity and Wellness are designated B. Students must complete one of the following:

- one credit (or more) Y course plus a one-credit (or more) S course
- one-credit B course plus one of the following:
  — one-credit Y course  — one-credit S course  — one-credit B course  — two-credit (or more) B course
HARPUR COLLEGE REQUIREMENTS

In order to graduate, all Harpur students must complete the following:

- General Education curriculum requirements
- 126 credit hours
- 44 upper-level credit hours (Harpur College defines upper-level credit hours in courses numbered 300 or above)
- All requirements for a Harpur College major
- The Harpur College writing requirement (see below)
- The Harpur College Residency requirement (44 credits from Harpur College, with the last 30 taken in Harpur College)
- Good academic standing with a minimum cumulative grade-point average of 2.0

HARPUR COLLEGE WRITING REQUIREMENT

Harpur requires additional experience in college writing beyond that required for GenEd. Students must complete one of the combinations below. Appropriate courses are listed on the BU BRAIN registration website with a C (Composition), J (Joint Composition and Oral Communication) or W (Harpur College writing emphasis) indicator.

- Four composition (C or J) courses
- Three C or J courses and one Harpur College writing-emphasis (W) course
- Two C or J courses and three W courses

Note: A student has to take at least one “C” or “J” course at Binghamton University.

ADVANCED PLACEMENT (AP)

Examination Policy

All students, freshman and transfer, should have their AP scores sent to Binghamton. Students should refer to their degree audit for confirmation of their AP credit after the semester starts. At Orientation, you may proceed with registration by estimating the scores you expect to earn on your examinations. If your scores are above or below your estimate, you may change your schedule at regular registration prior to the start of the semester.

Advanced Placement Principles:
1. Credit is awarded for scores of 3 to 5.
2. AP credit may not be turned down. If you are awarded credit for a particular course, you will not receive credit if you repeat this course.
3. AP credit may be used to fulfill major requirements where listed.
4. AP credit used to satisfy General Education requirements is specified here and in the General Education section of this handbook.
5. AP credit is listed on your Binghamton University transcript under the heading “Exam hours.”
6. AP credits do not carry grades.
7. Students receive a maximum of 32 exam credits.

AP EQUIVALENCY CHART

<table>
<thead>
<tr>
<th>AP EXAM</th>
<th>EQUIVALENCY (FOUR CREDITS UNLESS OTHERWISE STATED)</th>
<th>GENERAL EDUCATION REQUIREMENT Fulfillment</th>
</tr>
</thead>
<tbody>
<tr>
<td>American (U.S.) History</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Social Science (N)</td>
</tr>
<tr>
<td>Art History</td>
<td>Score 3 — elective credit</td>
<td>Aesthetics (A)</td>
</tr>
<tr>
<td></td>
<td>Score 4 or 5 — ARTH 101</td>
<td></td>
</tr>
<tr>
<td>Studio Art (Drawing)</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Aesthetics (A)</td>
</tr>
<tr>
<td>Studio Art (General)</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Aesthetics (A)</td>
</tr>
<tr>
<td>Biology</td>
<td>Score 3 — elective credit</td>
<td>Under some circumstances, the GenEd Lab requirements may be fulfilled with AP Biology credit. See information on the GenEd website.</td>
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<tr>
<td></td>
<td>Score 4 — either BIOL 117 or 118. See the biology advisor for assistance in deciding</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Score 5 — BIOL 117 and BIOL 118 (eight credits)</td>
<td></td>
</tr>
<tr>
<td>Calculus AB</td>
<td>Score 3 or 4 — MATH 220</td>
<td>Mathematics/Reasoning (M)</td>
</tr>
<tr>
<td></td>
<td>Score 5 — MATH 221 + four unspecified lower-level math credits (eight credits)</td>
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</tbody>
</table>

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<table>
<thead>
<tr>
<th>AP EXAM</th>
<th>EQUIVALENCY (FOUR CREDITS UNLESS OTHERWISE STATED)</th>
<th>GENERAL EDUCATION REQUIREMENT FULFILLMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calculus BC</td>
<td>Score 3 — MATH 220 &lt;br&gt;Score 4 — MATH 221 &lt;br&gt;Score 5 — MATH 221 + four additional credits of unspecified lower-level math (eight credits)</td>
<td>Mathematics/Reasoning (M)</td>
</tr>
<tr>
<td>Chemistry</td>
<td>Score 3 — CHEM 101 &lt;br&gt;Score 4 — CHEM 107 or CHEM 111 &lt;br&gt;Score 5 — CHEM 107 and CHEM 108 (eight credits)</td>
<td>Under some circumstances, the GenEd lab requirement may be fulfilled with AP Chemistry credit. See information on the GenEd website.</td>
</tr>
<tr>
<td>Chinese Lang/Culture</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Foreign Language</td>
</tr>
<tr>
<td>Computer Science A</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td></td>
</tr>
<tr>
<td>Computer Science AB</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td></td>
</tr>
<tr>
<td>Economics Micro</td>
<td>Score 3, 4 or 5 — ECON 160</td>
<td>Social Science (N)</td>
</tr>
<tr>
<td>Economics Macro</td>
<td>Score 3, 4 or 5 — ECON 162</td>
<td>Social Science (N)</td>
</tr>
<tr>
<td>English — Literature and Composition</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Humanities (H)</td>
</tr>
<tr>
<td>Environmental Science</td>
<td>Score 3, 4 or 5 — ENVI 101</td>
<td>Under some Circumstances, the GenEd lab requirements may be fulfilled with AP Envi Studies credit. See information on the GenEd website</td>
</tr>
<tr>
<td>European History</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Social Science (N)</td>
</tr>
<tr>
<td>French Language</td>
<td>Score 3, 4 or 5 — elective credit. Consult with department if you plan to take additional courses</td>
<td>Foreign Language</td>
</tr>
<tr>
<td>French Literature</td>
<td>Score 3, 4 or 5 — FREN 215. Suggested placement: Score 3 or 4 — FREN 241, 244, 251, or 341; Score 5 — FREN 361 or 362</td>
<td>Foreign Language and Humanities (H)</td>
</tr>
<tr>
<td>Human Geography</td>
<td>Score 3, 4 or 5 — GEOG 101</td>
<td>Social Science (N)</td>
</tr>
<tr>
<td>German Language</td>
<td>Score 3 or 4 — elective credit &lt;br&gt;Score of 5 — GERM 203 and 204</td>
<td>Foreign Language</td>
</tr>
<tr>
<td>German Literature</td>
<td>Score 3 or 4 — elective credit &lt;br&gt;Score 5 — GERM 203 and GERM 204. Consult with department; may be used toward major.</td>
<td>Foreign Language and Humanities (H)</td>
</tr>
<tr>
<td>Italian Lang/Culture</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Foreign Language</td>
</tr>
<tr>
<td>Japanese Lang/Culture</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Foreign Language</td>
</tr>
<tr>
<td>Latin: Virgil</td>
<td>Score 3, 4 or 5 — elective credit. Consult with Classical and Near Eastern Studies Department to determine whether this may count toward the major.</td>
<td>Foreign Language</td>
</tr>
<tr>
<td>Latin: Literature</td>
<td>Score 3, 4 or 5 — elective credit. Consult with Classical and Near Eastern Studies Department to determine whether this may count toward the major.</td>
<td>Foreign Language and Humanities (H)</td>
</tr>
<tr>
<td>Music</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Aesthetics (A)</td>
</tr>
<tr>
<td>Music Theory</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Aesthetics (A)</td>
</tr>
<tr>
<td>Physics B</td>
<td>Score 3 or 4 — elective credit &lt;br&gt;Score 5 — PHYS 121 and 122 (eight credits)</td>
<td></td>
</tr>
<tr>
<td>AP EXAM</td>
<td>EQUIVALENCY (FOUR CREDITS UNLESS OTHERWISE STATED)</td>
<td>GENERAL EDUCATION REQUIREMENT FULFILLMENT</td>
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<tr>
<td>Physics C</td>
<td>Score 3 or 4 on Mech and/or E-M sections — elective credit</td>
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<td></td>
<td>Score 5 on Mech section — PHYS 131</td>
<td></td>
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<tr>
<td></td>
<td>Score 5 on E-M section — PHYS 132</td>
<td></td>
</tr>
<tr>
<td>Political Science</td>
<td>Score 3, 4 or 5 — PLSC 111</td>
<td>Social Science (N)</td>
</tr>
<tr>
<td>— American (U.S.)</td>
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<tr>
<td>Government and Politics</td>
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<tr>
<td>Political Science</td>
<td>Score 3, 4 or 5 — PLSC 113</td>
<td>Social Science (N)</td>
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<tr>
<td>— Comparative Government and Politics</td>
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<tr>
<td>Psychology</td>
<td>Score 3 — elective credit</td>
<td></td>
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<td></td>
<td>Score 4 or 5 — PSYC 111</td>
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<tr>
<td>Spanish Language</td>
<td>Score 3, 4 or 5 — elective credit. May be used toward major; consult with department regarding placement if you plan to take additional courses.</td>
<td>Foreign Language</td>
</tr>
<tr>
<td>Spanish Literature</td>
<td>Score 3, 4 or 5 — SPAN 215</td>
<td>Foreign Language and Humanities (H)</td>
</tr>
<tr>
<td></td>
<td>Suggested placement: Score 3 or 4 — SPAN 344, SPAN 250 or 251; Score 5 — SPAN 360 (consult Romance Languages Department)</td>
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<tr>
<td>Statistics</td>
<td>Score 3, 4 or 5 — MATH 147</td>
<td>Mathematics/Reasoning (M)</td>
</tr>
<tr>
<td>World History</td>
<td>Score 3, 4 or 5 — elective credit</td>
<td>Social Science (N)</td>
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**INTERNATIONAL BACCALAUREATE PROGRAM**

Binghamton University students may earn credit by exam for coursework completed in high school under the International Baccalaureate Program. Credit is awarded only for Higher Level exams, with students scoring a 4 or 5 receiving 4 credits for a subject, students scoring a 6 or 7 receiving 8 credits for a subject.

SUNY General Education credits can be awarded for successfully completing Higher Level exams in five of the 10 areas of competency: Composition, Aesthetics, Mathematics, Humanities and Social Science. In addition, the General Education requirement for foreign language may be satisfied by a score of 4, 5, 6 or 7 on the Higher or Standard Level exams.

Students in the Diploma Program may receive up to 32 credits. To receive the full 32 credits, the following conditions must be met:

- The IB Diploma must be completed with a score of 30 or more points, and
- The students must complete at least three Higher Level exams with a score of 5 or higher.

Diploma holders who meet these conditions receive credits for their individual exam scores plus additional liberal arts elective credit totaling 32 credits.

The IB holder who does not meet all of these conditions will receive credits on a course-by-course basis.

**TRANSFER CREDIT**

Transfer students may view a transfer credit evaluation on the BU Brain by accessing the Transfer Summary. This summary reflects the number of credits received and accepted as of the date of viewing. In addition, it provides specific Binghamton University course equivalencies where they are available. Further evaluation of transferred coursework, either by the academic department for courses involving a declared major/minor or by Harpur Advising in all other instances, typically begins at Orientation and is ongoing. Updates to a student’s transfer credit evaluation may be viewed at any time by accessing the Transfer Summary. Harpur College transfer credit guidelines and policies are on page 17.

Freshmen with college, university or exam credits, such as Advanced Placement or the International Baccalaureate, may also view their credits by accessing the Transfer Summary on the BU Brain. College and exam credits for new freshmen are posted throughout the summer and early fall in advance of preregistration for the following semester.

Updates to transfer credit evaluations for all students occur upon receipt and processing of official transcripts. After students have matriculated into Harpur College, official transcripts with transfer coursework should be sent directly to:

**Transfer Credit Coordinator**

Harpur Academic Advising, AB G18
PO Box 6000
Binghamton, NY 13902-6000

For students matriculating in Spring 2015: SUNY General Education credits can be awarded for successfully completing Higher Level exams in four of the 10 areas of competency: Aesthetics, Mathematics, Humanities and Social Sciences. **Higher Level IB credits may not be used to fulfill the General Education Composition requirement**.
TRANSFER SUMMARY

Transfer students attending Orientation may view a copy of their Transfer Summary on the BU Brain. The Transfer Summary lists transfer credit by institution. Transfer courses are then listed by department, number and title, followed by the grade (Note: Grades received at a previous institution do not factor into your Binghamton University GPA.) The number of semester credits appears under the heading “Hrs”. A Binghamton University entry appears next to each transfer course that has been accepted in transfer. This entry consists of a Binghamton University subject, course number, course title and semester credits (“Hrs”). Courses from institutions not using a semester credit system will be converted into semester credits. In most cases, it is not necessary to know the exact numerical course equivalency of a transferred course (for example: ENG 101 at State University = ENG XXX at Binghamton University). In instances where an exact equivalency is necessary, such as when a course for use in the major/minor is involved, further evaluation of the course may be requested.

The Transfer Summary is current as of the date of viewing and may not include your latest coursework.

A list of courses at the bottom of the Transfer Summary (department, number and title of courses from the transfer institution) indicates Binghamton University General Education categories fulfilled. There may be multiple listings for a given General Education category.

To access the Transfer Summary on the BU Brain:
- Log on to the BU Brain
- Click on the “Your records” tab
- Scroll down to the bottom of the page for “Transfer Summary”

DEGREE AUDIT REPORT

Students attending Orientation will receive a current degree audit report. The degree audit is also available through the BU Brain under the “Your Records” tab. Students will access their degree audits by clicking on “Review your Audit.” The audit matches the coursework in the Transfer Summary with Harpur College degree requirements while also taking into consideration AP and other exam credits and certain information from the high school transcript. Requirements are listed in the following order: General Education requirements, Harpur College requirements and major requirements (once a major is officially declared). Students running an audit on the BU Brain may choose a “what if” major option to match their coursework with a potential major.
PRE-LAW INFORMATION

There is no “best” major for law school. The best preparation for studying law is a challenging and well-rounded undergraduate education. Law schools do not require any specific courses as prerequisites for admission, but they do look for good grades and an academically rigorous program of study. Lawyers read, write, analyze and advocate. Thus, students interested in law should strive to learn how to reason closely, how to read for content and meaning, and how to write and speak persuasively. Choose a subject for your major that you truly enjoy; your grades are likely to reflect your enthusiasm for the subject matter.

Use your General Education requirements to take courses in a wide variety of disciplines, both to explore the subjects and to improve your quantitative, verbal and analytical skills. Because the practice of law often requires knowledge or understanding of complex financial, scientific or technological concepts, law schools welcome applications from students with diverse academic backgrounds.

Students interested in law and the legal profession should:

• Meet with the pre-law advisor during walk-in hours or schedule an appointment
• Join the pre-law listserv and browse the pre-law website at prelaw.binghamton.edu
• Attend pre-law meetings and workshops held throughout the year
• Take advantage of internships and other available opportunities
• Visit the pre-law library located in AB G-18
• Come to Binghamton’s annual Law Day in early fall

PRE-HEALTH INFORMATION

Traditionally, students seeking careers in medicine, dentistry, optometry, podiatry, veterinary medicine and other health-related areas have chosen to major in the biological or physical sciences. It is possible, however, to select a major in an area other than science, provided you obtain a solid grounding in science. Science requirements should be completed a year prior to your planned entry into professional school. Introductory-level course requirements are provided in the table below. Many professions, however, require additional coursework beyond that listed below. You must consult the Pre-Health Freshmen-Sophomore Handbook on the pre-health website (ww2.binghamton.edu/pre-health/) early in your Binghamton career to obtain this information. Also, you should join the pre-health listserv to stay informed of changes in these requirements.

COURSES REQUIRED FOR ADMISSION TO DOCTORAL-LEVEL HEALTH PROFESSIONS PROGRAMS INCLUDE BUT ARE NOT LIMITED TO:

<table>
<thead>
<tr>
<th>Year</th>
<th>Subject</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Year — Biological Science</td>
<td>BIOL 117, 118</td>
<td></td>
</tr>
<tr>
<td>1 Year — Inorganic Chemistry</td>
<td>CHEM 107-108 or CHEM 111 and CHEM 341 (you MUST choose one sequence. You may NOT switch between sequences.</td>
<td></td>
</tr>
<tr>
<td>1 Year — Organic Chemistry and lab</td>
<td>CHEM 231, 332, 335</td>
<td></td>
</tr>
<tr>
<td>1 Year — Physics</td>
<td>PHYS 121-122 (or 131-132)</td>
<td></td>
</tr>
<tr>
<td>1 Year — English (2 courses)</td>
<td>Any English (ENG), Rhetoric (RHET), Creative Writing (CW), Comparative Literature (COLI) course or Writing (WRIT) course</td>
<td></td>
</tr>
<tr>
<td>1 Semester — Mathematics</td>
<td>MATH 221. Calculus I is recommended.</td>
<td></td>
</tr>
</tbody>
</table>

For more details on the specific pre-health program requirements, especially the new medical school requirements, refer to the Freshmen/Sophomore Handbook on the prehealth website (ww2.binghamton.edu/pre-health/).
I’m a freshman. What if I’m still undecided about my major?
That’s okay. You may explore areas of interest and complete GenEd and Harpur requirements, regardless. Most students confirm their major decision by the end of their sophomore year. For some majors, however, when a student completes certain courses can be important. Consider speaking with a department representative on day two of Orientation.

Who is my academic advisor?
Harpur Advising staff members are available for scheduled appointments and walk-ins. They will guide you through General Education and Harpur College requirements. After you officially declare a major, you will also be assigned an advisor within the department who will advise you on requirements for the major.

How do I get started with my major?
I’m not sure of program requirements.

Check this handbook for courses suggested by each major and speak with departmental representatives at the schedule building session on day two of Orientation. You can also visit bulletin.binghamton.edu to see major requirements.

When do I declare my major?
Students typically declare majors in their departments in the sophomore year. However, you may declare any time after your first-semester freshman year. Certain majors require completion of core classes prior to declaration. Generally, you have taken courses within the chosen major to affirm your choice.

I need to take Calculus I. What do I need to do?
Students planning to enroll in Calculus I (MATH 221) or Calculus for Business and Management (MATH 220) must take a placement test prior to enrollment. This test is administered during Orientation and at the beginning of the semester. Check your Orientation schedule for dates, times and locations. Remember, calculus is not a requirement for everyone.

I heard college science and math courses are challenging. How many science or math courses do I need to take each semester?
Students intending to pursue biochemistry and/or neuroscience majors are advised to take three science or math courses in the first semester. Students pursuing other majors should take no more than two science or math courses in their first semester unless otherwise advised.

I’m a freshman, and I want to transfer into the School of Management (SOM) as a sophomore. Which courses will help me get there?
Consider taking ECON 160 or 162, MATH 147 or 220, courses required by the SOM. Transfer to the SOM is competitive, and it is dependent on space availability and academic criteria, so the better your grades are, the better your chances — and if you’re successful at transferring, you’ll want to make the transfer as smooth as possible by taking the right courses early. For more information, check the SOM website at binghamton.edu/som.

I want to transfer into the Watson School. Which courses will help me get there?

Consider taking MATH 221, a course required for Watson computer science and for engineering. Transfer to Watson is competitive and it is dependent on space availability and academic criteria, so the better your grades are, the better your chances — and if you’re successful at transferring, you’ll want to make the transfer as smooth as possible by taking the right courses early. For more information check the Watson Advising website at binghamton.edu/watson.

Will I be able to talk to anyone at Orientation who can help me choose my courses?
Yes! Harpur advisors will review degree requirements and other information necessary for you to build your schedule. Faculty will also be available on day two of Orientation to answer individual questions regarding specific majors and course placement. Transfer students will meet individually with faculty during the afternoon of the Orientation program. Everyone will register for courses after receiving academic advising and information on how to register.

You know what would be great? If an actual student who’s done this before could show me how to register!
Your wish is granted! Orientation Assistants (OAs) are undergraduate students specially trained to assist you. You will find them especially helpful in planning your first-semester schedule.

So, what will I have done by completion of Orientation?
By the end of Orientation you will have built a class schedule based on your personal interests, academic preparation and degree requirements. Schedules may vary, even for students within the same major. Within the GenEd categories and major requirements, there are many choices of courses. Advisors can review these choices with you, but you will design your own schedule.

What if I can’t get all the courses I want?
Students at all Orientation sessions have the same access to available courses. Seats are released proportionately, so that those coming to later Orientation sessions have the same range of choices as students who attend earlier sessions. However, continuing students will have registered for the next semester’s courses before you arrive, so some classes may be closed or have limited seats. If you are closed out of some courses, choose alternate courses that will assist you in degree completion. Also, you may make adjustments to your schedule the Friday before the semester begins and through the first two weeks of classes.
What if I choose the wrong courses?
Relax! Degree requirements fall within four broad categories: General Education, Harpur College writing, major and elective courses. Every course you choose as a freshman can satisfy one of these requirements. There’s no need to worry about exceeding the minimum number of courses required for a specific category, because credits you earn for these courses will fulfill the degree credit count.
However, don’t duplicate courses. It is important to speak with a Harpur advisor to discuss AP, SUPA, IB and college-level credits you have completed to ensure that you do not duplicate classes. If you don’t know or are unsure, ask a Harpur advisor. You should also keep in mind the suggested course sequence for your major.

Where may I find academic help if I need it once I start classes?
Feel free to approach your instructor or TA (teaching assistant) for help. Numerous other resources will be available to aid you. In addition to the Harpur College Academic Advising Office (ABG-18) you should acquaint yourself with offices such as the Office of International Programs, the Career Development Center, Services for Students with Disabilities, the Writing Center, the Center for Academic Excellence, the Counseling Center, the Discovery Centers, and other support and academic enrichment services.

CHOOSING A MAJOR
Some students follow a straight line to a major, while others arrive at it in a roundabout way. In either case, it’s useful to consider the points listed below:

Know Yourself
- Identify your skills and interests.
- Consider major and career possibilities.
- Try an externship or an internship in an area of interest to see if it “fits.”
- Be open to new courses of study.
- Talk with those who know you well about what’s important to you.
- Go with your strengths.
- Ask what career possibilities you want from a major.
- Ask what skills you hope to gain from a major.

Get As Much Information as Possible
- Talk with department faculty.
- Identify skills required for and developed through the major(s).
- Look into career and advanced study possibilities.
- Take several courses to get to know the major.
- Talk about this process with students who have declared a major.
- Discuss decision-making with an academic advisor or faculty mentor.
- Investigate Career Development Center services and resources.
- Attend relevant programs and events.

Examine Your Choices
- Refine your list of majors and careers.
- Reflect on why you made these choices.
- From time to time, reassess your progress to the major.
- Take electives to complement your major and to gain additional skills.
- Remember that you may change majors if you change your mind.

Be Realistic About the Major/Career Connection
- Accept that “major” and “career” are not necessarily the same thing.
- Recognize the marketability of liberal arts skills.
- Know that your major does not have to determine your career path.
## SAMPLE ACADEMIC PLAN

**DEGREE REQUIREMENTS:** General Education (GenEd) requirement completed; Harpur writing requirement completed; major courses completed; 44 upper-level credits and a minimum of 44 Harpur credits (your last 30 taken in residence); overall minimum 126 credits; 2.0 GPA minimum

<table>
<thead>
<tr>
<th>SEMESTER 1</th>
<th>SEMESTER 2</th>
<th>SUMMERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Begin/complete GenEd courses</td>
<td>• Continue with GenEd courses</td>
<td>• Develop transferable job skills through work</td>
</tr>
<tr>
<td>• Identify University resources</td>
<td>• Review first-semester choices; reassess</td>
<td>• Take courses to move ahead or to catch up</td>
</tr>
<tr>
<td>• Explore courses for a possible major</td>
<td>major/career direction</td>
<td>• Review each year to make plans for the fall semester</td>
</tr>
<tr>
<td>• Begin a portfolio of achievements and</td>
<td>• Take courses in intended major</td>
<td>• Visit graduate schools</td>
</tr>
<tr>
<td>activities using B-Engaged</td>
<td>• Visit the Career Development Center</td>
<td>• Look for internship experiences</td>
</tr>
<tr>
<td>• Strengthen oral and written</td>
<td>• Obtain departmental handouts for your</td>
<td>• Develop a sense of the job market</td>
</tr>
<tr>
<td>communication and computer skills</td>
<td>advising folder</td>
<td>• Identify ways to “refresh” yourself</td>
</tr>
<tr>
<td>• Learn to read the degree audit</td>
<td>• Clarify personal goals and objectives</td>
<td></td>
</tr>
<tr>
<td>• Build a personal support network</td>
<td>• Meet with a Harpur advisor to resolve</td>
<td></td>
</tr>
<tr>
<td>• Enroll in WRIT 111 either first or second</td>
<td>questions</td>
<td></td>
</tr>
<tr>
<td>semester</td>
<td>• Use Center for Academic Excellence,</td>
<td></td>
</tr>
<tr>
<td>• Consider 3-2 programs</td>
<td>Discovery Center and Writing Center</td>
<td></td>
</tr>
<tr>
<td></td>
<td>services</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEMESTER 3</th>
<th>SEMESTER 4</th>
<th>SUMMERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Continue with GenEd courses</td>
<td>• Confirm choice of major</td>
<td>• Develop transferable job skills through work</td>
</tr>
<tr>
<td>• Review choice of major</td>
<td>• Identify a department “mentor”</td>
<td>• Take courses to move ahead or to catch up</td>
</tr>
<tr>
<td>• Investigate career possibilities</td>
<td>• Explore research possibilities</td>
<td>• Review each year to make plans for the fall semester</td>
</tr>
<tr>
<td>• Participate in volunteer, internship,</td>
<td>• Consider optional majors or minors</td>
<td>• Visit graduate schools</td>
</tr>
<tr>
<td>leadership and related activities</td>
<td>• Build a résumé</td>
<td>• Look for internship experiences</td>
</tr>
<tr>
<td>• Build a career/graduate school support</td>
<td>• Use the Career Development Center Alumni</td>
<td>• Develop a sense of the job market</td>
</tr>
<tr>
<td>network</td>
<td>Career Network</td>
<td>• Identify ways to “refresh” yourself</td>
</tr>
<tr>
<td></td>
<td>• Examine graduate school programs</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Consider study abroad or National Student</td>
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<tr>
<td></td>
<td>Exchange</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEMESTER 5</th>
<th>SEMESTER 6</th>
<th>SUMMERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• If pre-health or pre-law, attend meetings</td>
<td>• Take GRE, LSAT, MCAT or GMAT examinations</td>
<td>• Develop transferable job skills through work</td>
</tr>
<tr>
<td>and consult with this advisor</td>
<td>• Attend a Career Development Center workshop</td>
<td>• Take courses to move ahead or to catch up</td>
</tr>
<tr>
<td>• Reassess choice of major</td>
<td>• Build a file of recommendation letters in</td>
<td>• Review each year to make plans for the fall semester</td>
</tr>
<tr>
<td>• Check progress in major and other</td>
<td>the Career Development Center</td>
<td>• Visit graduate schools</td>
</tr>
<tr>
<td>requirements</td>
<td>• Update your résumé</td>
<td>• Look for internship experiences</td>
</tr>
<tr>
<td>• Discuss graduate school possibilities</td>
<td>• If pre-health, complete this course</td>
<td>• Develop a sense of the job market</td>
</tr>
<tr>
<td>with faculty, advisors and career</td>
<td>sequence</td>
<td>• Identify ways to “refresh” yourself</td>
</tr>
<tr>
<td>counselors</td>
<td>• Check departmental honors work</td>
<td></td>
</tr>
<tr>
<td>• Update portfolio of achievements and</td>
<td></td>
<td></td>
</tr>
<tr>
<td>experiences</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SEMESTER 7</th>
<th>SEMESTER 8</th>
<th>SUMMERS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Prepare applications for graduate or</td>
<td>• Declare candidacy for graduation</td>
<td>• Develop transferable job skills through work</td>
</tr>
<tr>
<td>professional school</td>
<td>• Review your graduation check</td>
<td>• Take courses to move ahead or to catch up</td>
</tr>
<tr>
<td>• Learn job interview skills from Career</td>
<td>• Complete major and remaining credits</td>
<td>• Review each year to make plans for the fall semester</td>
</tr>
<tr>
<td>Development Center</td>
<td>• Participate in recognition and</td>
<td>• Visit graduate schools</td>
</tr>
<tr>
<td></td>
<td>Commencement ceremonies</td>
<td>• Look for internship experiences</td>
</tr>
<tr>
<td></td>
<td>• Celebrate!</td>
<td>• Develop a sense of the job market</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Identify ways to “refresh” yourself</td>
</tr>
</tbody>
</table>
ACADEMIC ADVISING DEFINITIONS AND TERMS

ACADEMIC HONESTY — Harpur College affirms the principle of academic integrity. Harpur students commit to this trust through honest presentation of work for their degree and through active participation in a community in which honesty, trust, fairness, respect and responsibility are fundamental. All students are expected to uphold standards of academic honesty. You are responsible for the content and integrity of the academic work you submit. Specifically, this requires that all classroom, examination, research, laboratory and written or computer-generated work for which you claim credit is in fact your work. Those in violation of academic honesty are subject to disciplinary action when they incorporate into their written or oral report or computer program any unacknowledged material from the work of another (plagiarism) or when they use, request or give unauthorized assistance in any academic work (cheating). Students who violate this principle may be brought to a Harpur committee of faculty, students and staff. Violations may result in probation, suspension or dismissal from the University. For more information on the Student Academic Honesty Code, refer to binghamton.edu/harpur/students.

ACADEMIC ADVISING — Harpur College employs a dual-advising structure. Specialists in each Harpur department and generalists in the Harpur Academic Advising office help a student to develop his or her plan of study. In addition, pre-health and pre-law advisors in the Harpur Advising office are available to guide students as they prepare for these professional programs.

ACADEMIC STANDARDS COMMITTEE — This committee of faculty, students and staff establishes standards and procedures for the college and hears appeals for exceptions to Harpur College policy.

ADD DEADLINE — The add deadline is midnight on the Friday of the second week of classes. This deadline is the same as the drop deadline. You may register for courses online on BU BRAIN during this period. Half-semester, or “mini” courses, have adjusted add deadlines. See binghamton.edu/registrar for these deadlines.

ADVANCE REGISTRATION — Advance registration for the next semester occurs from mid-semester until the last day of classes of each semester. You must be a continuing student, have your health forms on file and have no financial delinquencies to register. Students suspended at the end of a semester lose the courses for which they may have advance registered.

AUDIT (AU) — Students may register to participate in a non-credit-bearing course within the add period only. If they pass, the course appears on the transcript with an AU for audit. If they fail, it disappears. Audit registration allows students to explore, without risk, elective courses in which they may be interested. Audit forms may picked up in SW 119.

AUDIT REGISTRATION — Students who wish to audit courses must register for these courses during the add period. The audit is a current update of your degree requirements, links. The audit is a current update of your degree requirements, what you have completed and what remains to be done. You are expected to review your degree audit at least three times a semester. The degree audit updates automatically.

BU BRAIN — The BU BRAIN portal provides secure access to online tools and resources for students, faculty and staff. BU BRAIN is used by all Binghamton University community members for scheduling, grading, reviewing schedules, accessing students records and performing transactions for Student Accounts and Financial Aid Services. The website is bubrain.binghamton.edu.

COMBINED DEGREE PROGRAMS — These combined undergraduate/graduate programs lead to a bachelor’s and a master’s degree in five years. For more information, visit binghamton.edu/grad-school.

CREDIT HOUR, or credit or hour — These terms are used interchangeably and refer to the relative value the University places on courses taken towards a degree. Harpur College offers 1-, 2- and 4-credit-hour courses.

DEAN’S LIST — This is semester recognition for a minimum 3.5 GPA on 12 or more graded credits. Students receive a congratulatory letter from the dean, and this recognition is recorded on the transcript.

DECLARATION OF MAJOR — The declaration of major is an official statement of your program of study. Students begin this process in their major departments. Most students are free to declare a major at any point; however, students with Tuition Assistance Program (TAP) funding are required to declare when they have attempted 56 credits. Majors can be changed if you change your mind.

DEGREE AUDIT — You may view your academic record on the BU BRAIN, under the “Student” tab and “Student Record” links. The audit is a current update of your degree requirements, what you have completed and what remains to be done. You are expected to review your degree audit at least three times a semester. The degree audit updates automatically.

DEGREE PLANNING, or degree plan — Assisted by departmental and Harpur advisors, students build an academic plan that reflects their personal, academic and career goals. In addition to a major, General Education courses and Harpur requirements, a degree plan can include some combination of a second major, minor, the Management Adjunct, study abroad, internships, teaching assistantships and research.

DOUBLE DEGREE — Harpur students may earn a double degree from a second Binghamton University school (Thomas J. Watson School of Engineering and Applied Science, Decker School of Nursing, College of Community and Public Affairs, School of Management) by completing a significant amount of work (30 credits) beyond that required for one degree and satisfying requirements for both programs. If you are considering
a double degree, it is strongly suggested that you meet with advisors from both schools, as some advanced planning and consideration will be involved.

DOUBLE MAJOR — This is completion of two majors within Harpur College. Students receive one diploma. The transcript records both majors.

DROP DEADLINE — Students may drop full-semester classes using the online BU BRAIN registration system until midnight on the Friday of the second week of classes. If dropped before this deadline, courses disappear from the transcript.

EXAM CREDIT — A maximum of 32 credits by examination is acceptable for the degree (e.g., AP, IB, CLEP).

FAQs — This is a resource for undergraduate students seeking information about Harpur College policies and procedures. Search for previously asked questions or submit your own. binghamton.edu/harpur/advising/faq

FULL-TIME STATUS — This is defined as registration for at least 12 credit hours at Binghamton. This status is usually required for financial aid, residence hall eligibility, varsity athletic participation, international student status, and for some healthcare coverage.

GENERAL EDUCATION, or GEN ED (binghamton.edu/general-education) — These are core requirements that all students must complete. General Education requirements were devised and mandated by SUNY to provide broader knowledge and experiences to students earning degrees in the SUNY system. Except for mandatory Pass/Fail courses, GenEd classes must be taken for a letter grade.

GRADE-POINT AVERAGE — The GPA is determined by dividing quality points (the sum of your grade values) by the number of graded credits attempted. The cumulative (overall) GPA is listed on your degree audit. The transcript records your GPA for each semester and also the cumulative GPA. The GPA in the major is not listed on your transcript.

GRADES — Grades are A, A–, B+, B, B–, C+, C, C–, D, F and Pass (P). An Incomplete (I) is a notification of a pending grade, a Missing Grade (MG) is a notification that an instructor has not turned in a grade, and a withdrawal (W) is an indication that a student withdrew from a class after the drop deadline. The GPA used for academic standing purposes is calculated by assigning the following point values to these grades:

- A = 4.0
- A– = 3.7
- B+ = 3.3
- B = 3.0
- C+ = 2.3
- C = 2.0
- D = 1.0
- F = 0.0
- P, W, MG, AU and I do not generate grade points and are not included in GPA calculations. Continuing Education (CEO) course grades do not count in the calculation.

How to Compute Your GPA

1. Multiply the course credits by the numerical value of the letter grade to get your grade points.
2. Add the grade points for all courses taken.
3. Divide total grade points by the total number of credits taken.

Example:

<table>
<thead>
<tr>
<th>Course</th>
<th>Credits</th>
<th>Grade</th>
<th>Grade Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG 101</td>
<td>4</td>
<td>A</td>
<td>4x4.0 = 16.00</td>
</tr>
<tr>
<td>SOC 102</td>
<td>3</td>
<td>A–</td>
<td>3x3.7 = 11.10</td>
</tr>
<tr>
<td>ANTH 103</td>
<td>2</td>
<td>B+</td>
<td>2x3.3 = 06.60</td>
</tr>
<tr>
<td>MUS 104</td>
<td>1</td>
<td>D</td>
<td>1x1.0 = 01.00</td>
</tr>
<tr>
<td>ECON 101</td>
<td>2</td>
<td>F</td>
<td>2x0 = 00.00</td>
</tr>
</tbody>
</table>

Attempted 12 credits  = 34.70 grade points

2.89 GPA

12 credits/34.70 grade points

For more information, refer to the Harpur Advising website (http://harpur.advising.binghamton.edu/current/gpa.html).

GRADING-OPTION-CHANGE DEADLINE — Students may change their grading option for full-semester courses from normal (A, B, C, etc.) to Pass/Fail by using BU Brain through the end of the ninth week of a semester. Passes (P's) generate credit, but they are not calculated in the GPA; F's earned under this option, with the exception of CEO activity courses, are always calculated.

GRADUATION HONORS — Students with a minimum 3.5 cumulative GPA on at least 48 graded (normal grading, not Pass/Fail) Binghamton credits receive graduation honors. Students who qualify may also earn honors in their major.

HARPUR ADVISING FACEBOOK GROUP — Connect to advising on Facebook with the Harpur College Academic Advising group. By becoming a member, you will see upcoming events and deadlines and will be able to access important campus information in one convenient location. The Harpur College Academic Advising group is open to all Binghamton students, so be sure to invite your friends to join!

HARPUR COLLEGE ADVISING WEBSITE — harpur-advising.binghamton.edu

HARPUR COLLEGE REQUIREMENTS — Harpur College distribution and writing requirements are distinct from General Education or major requirements.

1. Writing Requirement — Harpur students complete the writing requirement with a combination of four to five designated GenEd Composition (C), Joint (J) written composition and oral communication courses, or Harpur writing courses (W). These courses may be used for General Education and for the major as appropriate.

2. Harpur students complete degree requirements with at least 44 Harpur credits, a 2.00 cumulative GPA or better, and a minimum of 126 total credits, 44 of which must be at the 300-400 level.

INDIVIDUALIZED MAJOR (binghamton.edu/harpur/advising/imp) IMP — Students in the Individualized Major Program design their own one-of-a-kind interdisciplinary
liberal arts major. Interested students with ideas for majors not formally offered by Harpur College should inquire in the Harpur Advising Office.

INCOMPLETES, OR "Is" OR "INC" — An Incomplete is an indication of coursework yet to be done. Incompletes are given at the discretion of the instructor. Students who receive Incompletes must finish outstanding requirements by the end of the following semester, or Incompletes automatically change to F grades. However, with instructor consent, Incompletes may be extended for two additional semesters. Students do not re-register for Incompletes; the grade they receive replaces the I. Students may not drop Incompletes, nor may they change the grading option for these courses. Students cannot graduate with a notation of Incomplete on their transcripts.

INTRA-UNIVERSITY TRANSFER, OR IUT — Intra-University Transfer is a move from one school within Binghamton to another. If you plan to apply for an IUT, use your time in Harpur to take the prerequisite Harpur courses for the school into which you wish to transfer. IUT information and applications are available at http://www2.binghamton.edu/admissions/apply/current-returning-students/

LIBERAL ARTS AND SCIENCES — The Harpur College liberal arts and sciences program develops students in the following areas:

1. SUBSTANTIVE KNOWLEDGE: Each student is encouraged and given the opportunity to acquire understanding of the physical and biological world in which we live; of humankind as individuals, creators and philosophers; and of human relations and arrangements in past and contemporary societies.

2. SKILLS: Liberal arts students master a number of academic skills, the most essential of which are logical argument and clear expression, supplemented by mathematical, linguistic and other skills required for individual fields of study.

3. INTERPRETIVE ABILITY: Students acquire theoretical and interpretive understanding of subject matter, with theory being a means to comprehend and extend knowledge and perspective.

4. SUPPLEMENTAL OPPORTUNITIES: Harpur encourages and provides a wide range of extracurricular and credit-bearing activities to aid in the continued growth of individual talents, social competency and participatory government.

LIMITS — There are limits to particular types of coursework or credits that may count towards the graduation requirement of 126 credits. Students may count no more than 16 credits of independent study; no more than eight credits of teaching practica; no more than 10 credits of theoretical physical education (HWS) and continuing education (CEO) courses; no more than 16 credits of remedial or developmental courses; and no more than eight credits of University-wide (UNIV) courses. There is an overall limit of 20 credits combined on independent study, teaching practica, internship and health and physical education (HWS) credits. No more than 24 credits can be taken Pass/Fail. In addition, students may only use a maximum of 32 non-liberal arts credits.

MAJOR — This is a course of study within a particular academic department or interdisciplinary program. Majors range from 10 to almost 20 required courses, with an average of about 14 courses. Bachelor of arts (BA) majors require fewer courses than bachelor of science (BS) majors. Students must complete at least one major.

MANAGEMENT ADJUNCT OPTION — This special program responds to requests by non-SOM students for the opportunity to systematically complete a limited selection of courses in the School of Management while completing degree requirements in their chosen fields. The Management Adjunct option gives an introduction to basic subject matter in the areas of management and accounting. It is not equivalent to an academic major and is not a formal minor, but rather is a supplement to appropriate majors in the other schools at Binghamton. Adjunct option students may not take more than 16 credit hours in the School of Management. All courses are available online during winter and summer sessions only. For additional, go to binghamton.edu/som/curstudents/undergrad/programs/opportunities.html.

MATRICULATED STUDENTS — Matriculated students are full- or part-time students admitted to degree status. Students not admitted to degree status are non-degree students, who are advised in the Office of Continuing Education & Outreach. Students seek matriculation through application in the Admissions Office.

MINI-COURSE — This is a one- to four-credit course that meets for less than a full semester. Start and stop dates vary, as do add, withdraw and grading-option-change deadlines. See the BU BRAIN registration system for these courses.

MINOR — Minors are a minimum sequence of six courses within a particular Harpur department or program. Minors are optional. Note: Harpur students may minor in computer science or engineering. See the Watson School Student Services Office for information.

OVERLOAD — Total credits exceed the usual 18-credit maximum. Approved students may register for up to 22 credits, not including two additional credits for physical education, music performance or theater performance. Overload access automatically takes effect the fifth day of the fall/spring semesters for students with a 3.3 GPA. First-semester freshmen and new transfer students are not permitted to overload. Please refer to the Harpur Academic Advising website for additional information.

PART-TIME STATUS — Students registered for fewer than 12 credits are enrolled part-time. Part-time status does not affect your matriculation status. However, it may
affect financial aid, campus housing eligibility, varsity athletics eligibility, international student status or health insurance coverage.

PASS/FAIL GRADING OPTION — Courses taken pass/fail are graded P or F. Under this grading option, students who pass courses with a D or better receive credit and a P grade; students who fail receive an F. Except for CEO activity courses, F grades for courses failed under this option are calculated into the grade-point average. Courses taken Pass/Fail (unless they are mandatory Pass/Fail) do not satisfy General Education requirements, most major and minor requirements, pre-health course requirements or professional school requirements. However, Passed courses taken under this grade option can satisfy Harpur College upper-level and writing requirements, as well as elective credits.

PETITION — This process allows students to request an exception to Harpur College policy based on a student's unique academic circumstances. See binghamton.edu/harpur/advising/forms for more information. Note: Individual departments act on course petitions for additional seats in closed sections; the petition forms are available there.

PREREQUISITE CHECKING — Non-introductory courses (200 and above) may have prerequisite classes that must be completed prior to enrollment in the higher-level course. Students should check the University Bulletin and the Schedule of Classes to ascertain whether a course has a prerequisite.

During the registration period, students will be unable to register for a course that has a prerequisite if they have not successfully completed the prerequisite class. Students who have prerequisite courses in progress at Binghamton University will be able to register for the higher-level class. Students who do not successfully complete the prerequisite will be removed by the department from the higher-level class.

Students who have completed the prerequisite class at another institution, but do not yet have that course appearing on BUBrain, will need to provide proof of completion of the class to the department in order to be considered for enrollment. Students should not bring proof of completion of the class to the Harpur Academic Advising Office.

PROBATION — Students are placed on academic probation when their cumulative Binghamton GPA is less than a 2.0. While on probation, students may not take discretionary Pass/Fail courses. In future semesters, they are expected to either have a semester 2.0 GPA or a cumulative 2.0 GPA in order to avoid suspension. Students are advised to reassess their academic goals and to seek assistance when necessary.

REPEATED COURSES — Courses for which you have previously received credit at Binghamton, through AP or CLEP exams, with Higher Level International Baccalaureate courses or through transfer credit at another institution, are not counted as credit for the degree, nor is the second grade calculated into the GPA.

SUMMER SCHOOL — Students may take courses at Binghamton or at other accredited institutions. If the courses are to be taken elsewhere, students should check the Harpur Advising website for transfer credit policy, consult their department if the courses are meant to satisfy their major and check with Academic Advising if the courses are intended to satisfy GenEd. Grades earned in courses taken elsewhere are not calculated into the Binghamton GPA.

SUSPENSION — The first time a Harpur College student’s cumulative GPA falls below 2.0, he/she is placed on probation. However, in subsequent semesters, a student whose cumulative GPA and semester GPA fall below a 2.0 is eligible for suspension. Students who are suspended may not take courses in any school at Binghamton University for one year. The Harpur Dean’s Office reviews students’ academic progress at the end of the fall and spring semesters. If they have grade changes that might affect their academic status, suspended students should notify the Harpur Dean’s Office of these changes no later than the Add deadline of the subsequent semester. Readmission applications are available on the Admissions website. A second suspension will result in permanent dismissal.

TRANSFER CREDIT POLICY

1. Liberal arts courses from accredited institutions with grades of C– or better transfer. Students must consult with their major department to determine applicability of transferred courses to the major. Courses with a grade of “P” (Pass) transfer. General Education courses must be taken for a letter grade.

2. The amount of semester credit earned at the other college is the amount of credit you are awarded. However, a three-credit course from another school can fulfill a Binghamton four-credit course requirement.

3. Credits from schools on the quarter system are converted to semester credit, e.g., three quarter-system credits are equal to two semester credits.

4. Grades do not transfer, do not appear on your Binghamton transcript and do not affect your Binghamton GPA.

5. No more than three courses (one C/J and two Ws) may be accepted to fulfill the Harpur writing requirement.

6. Practical, skill-oriented, remedial or developmental courses will not transfer.

7. Credit is not granted for courses previously passed, or for which AP credit was awarded. Similarly, you will not receive credit for a course in a series if you have already received credit for a course higher in the series. For example, if you have already received credit for French II, you will not receive credit for French I; if you received credit for CALC II, you will not receive credit for CALC I.

8. No more than 32 non-liberal arts credits apply to a Harpur degree.

9. Courses that meet the criteria above transfer.
UNDECLARED/UNDECIDED — These are students who have not officially declared their major.

UNDERGRADUATE DIRECTOR — This is a designated departmental faculty person assigned to advise students in a major or those intending to enter a major.

WAIVER OF RESIDENCE — This is a request to continue or complete degree requirements at another institution. Study abroad, national student exchange students and students who wish to complete their final credits elsewhere make this request on a General Academic Petition.

WITHDRAWAL FROM A COURSE — The course-withdrawal period consists of the weeks following the drop deadline to the end of the ninth week of a semester. During this period, students may choose to withdraw from courses on BU BRAIN. This choice to withdraw from course(s) results in a notation of W on a student’s record.

WITHDRAWAL FROM THE UNIVERSITY — During the fall and spring semesters, undergraduate students are permitted to withdraw from the University once and only after consultation with an academic advisor. Any withdrawal beyond the first requires approval from the dean of students. Students must provide adequate proof of extraordinary circumstances to justify a subsequent withdrawal, that is, medical or emergency circumstances beyond their control and beyond their ability to foresee. Poor judgment and academic performance do not qualify as extraordinary circumstances.

HARPUR COLLEGE UNDERGRADUATE DEPARTMENTS AND PROGRAMS BY DIVISION

HUMANITIES
Africana Studies
Art History
Art Studio
Asian and Asian American Studies
Cinema
Classical and Near Eastern Studies
Comparative Literature
English, General Literature and Rhetoric
German and Russian Studies
Judaic Studies
Music
Philosophy
Romance Languages and Literatures
Theatre

SCIENCE AND MATHEMATICS
Biochemistry
Biological Sciences
Chemistry
Geological Sciences
Integrative Neuroscience
Mathematical Sciences
Physics, Applied Physics and Astronomy
Psychology

SOCIAL SCIENCES
Anthropology
Economics
Geography
History
Political Science
Sociology

INTERDISCIPLINARY PROGRAMS + UNITS
Environmental Studies
Individualized Major Program
Integrative Neuroscience
Latin American and Caribbean Area Studies
Linguistics
Medieval Studies
Philosophy, Politics and Law Writing Initiative

The following areas currently offer concentrations only:
Middle East and North African Studies
Women, Gender and Sexuality Studies
HUMANITIES DIVISION

Africana Studies
binghamton.edu/africana

Africana Studies is the study of Africans and African descended peoples. It offers a multidisciplinary, integrative hermeneutics to investigate, educate, promote, and value the contributions and experiences of Africans and African descended peoples worldwide.

Our vision is to impart innovative, creative, solidly-grounded knowledge and understandings of Africans and the African Diasporas.

The department attracts students of all ethnic backgrounds. Both minority and non-minority students benefit from exposure to academic materials and perspectives not otherwise available to them. All the department’s courses satisfy Harpur College writing requirements. A single or double major and minor in Africana Studies are available. We offer an honors program as well.

For the major, 11 courses (44 credits) must be taken in the department from department faculty only. These courses should be in the 100-400 levels reflecting academic growth, progressive competence and a course distribution that reflects the African and African Diaspora focus of the department. Students must earn a grade of C or above in courses fulfilling the major requirement. Students must take seven of 11 courses at Binghamton University for the major.

The minor in Africana Studies is designed to give students with majors in other fields a chance to have a supplementary discipline in Africana Studies. Students develop their programs with the advice of departmental faculty. Students may, for example, take a history, PPL, sociology, literature, music, women studies or religion concentration with the supervision of the Africana Studies faculty. A minimum of six courses (24 credits) is required. Students must earn a grade of C or above in courses fulfilling the minor requirement. Students must take 3 of 6 courses at Binghamton University for the minor.

New students are encouraged to take introductory courses in Africana Studies, including AFST 101, Introduction to Africana Studies; AFST 171, Introduction to African Religion; AFST 175, Introduction to African Art; and AFST 1888, African Music Ensemble.

Art History
binghamton.edu/art-history

The curriculum in art history acquaints students with various ways in which art, architecture and the broader field of visual culture have been produced and received by different societies through the ages. The curriculum not only teaches art history but also invites student to critically consider how it has been developed and what have been its effects. Most art history courses do not have prerequisites, allowing students to take courses linked to their particular interest, which they also have an opportunity to develop through individually supervised independent studies.

Through a rigorous program of lectures and seminars, art history majors come to recognize and be cognizant of a range of contested ideas about the artist, art and the history of art. The program includes three tracks: a concentration in general art history, a concentration in architectural and urban history, and pre-professional training in architecture.

New students are encouraged to take ARTH 101, Introduction to Art; ARTH 102, Art History and Visual Culture; ARTH 103, Introduction to Architecture; and ARTH 104, Introduction to Art and Architecture of the Asian World; or one of the 200-level courses that are suitable for freshmen.

Asian and Asian American Studies
binghamton.edu/aaasp

The Department of Asian and Asian American Studies (DAAAS) offers four majors: Asian and Asian American Studies, Chinese Studies, Japanese Studies and Korean Studies. The majors provide students with a wide variety of choices both within their major and the DAAAS curriculum. All majors require students to complete 11 courses. DAAAS also offers minors in Asian and Asian American Studies, Chinese Studies, Japanese Studies and Korean Studies. All minors require students to complete six courses.

The Asian and Asian American Studies major provides students with the opportunity to focus their study through one of three tracks: Asian American Diaspora Studies, which concentrates on the social, cultural and historical aspects of the experience of Asian Americans and, more broadly, Asians in the Americas; Asian Comparative, which emphasizes the study of two or more Asian countries; and South Asian Studies,
whose focus is on the study of the diverse cultures, peoples and regions of South Asia.

The Chinese, Japanese and Korean Studies majors are language-intensive and offer a solid foundation in language skills such as reading, writing, speaking and listening comprehension. Each major is designed to provide students with an understanding of the culture, history, literature, visual culture, society, politics and economics of China, Japan and Korea and prepare them to be competitive in post-graduate careers and/or graduate studies that demand expertise in culture and language.

Incoming students interested in DAAAS majors and minors are urged to take courses at the 100- and 200- level. If you are thinking of focusing on a particular East Asian country, you should start studying Chinese, Japanese or Korean as soon as possible.

Cinema
binghamton.edu/cinema

The Cinema Department is one of the four departments of fine arts in Harpur College, an association that reflects the orientation of the program. It offers courses in cinema study as well as production. While the department provides its students with requisite production skills, it focuses on the way technical skills are used in the creation of meaningful art works. Courses in filmmaking and digital videomaking show students how they may make cinematic works that are personal expressions of their creative awareness.

Two introductory courses in the department are recommended to new students. It is important that they be taken in consecutive order. CINE 121, Experience and Analysis of Cinema, is a broad introduction to the analysis and history of film and video. CINE 121 is a prerequisite to CINE 122, Expression and Innovation in Film and Video, which focuses on the creative process and work done by independent artists who have created in experimental film mode outside of the more familiar commercial media. Both courses are prerequisites to all courses in film making and video making, as well as advanced courses on film/video history and theory. The Cinema Department also offers courses on digital photography, video installations and sound.

Classical and Near Eastern Studies
binghamton.edu/cnes

With its focus on the languages, literature and cultures of the ancient Mediterranean (Greek and Roman) and modern Arabic-speaking worlds, this department provides instruction crucial to understanding where we are today and how we got here. Courses range from basic instruction in language (Arabic, Greek, Latin) and culture for all students in all programs, to advanced work preparatory to rewarding careers in government, law, academia and other areas. Note that the instruction in the spoken and written languages and the Near East has obvious and immediate application.

The program in classics provides instruction in the languages, literatures and cultures of ancient Greece and Rome. Introductory courses (GRK 101, LAT 101, CLAS 212, 215 or 232) may lead to a classics major, or they may enrich programs in other disciplines. Advanced Greek and Latin courses and additional culture courses in translation (e.g., Comedy in Performance, Greek Persuasion, Sexuality and Gender, Race and Ethnicity) are also offered.

Arabic is a critical global language that provides valuable and highly marketable skills. Modern Standard Arabic can be taken at elementary, intermediate and advanced levels. Egyptian Spoken Arabic, the most important dialect in the Arab world, is taught at the elementary and intermediate levels. Arabic and Near Eastern culture courses (in translation) are also offered.

Students with high school or other preparation in Arabic and Latin are placed at the appropriate level on the basis of individual consultation with faculty members or, in some cases, by placement tests.

Previous training is not necessary to major in any of the languages offered by the department. However, Arabic, Greek or Latin should be begun during the freshman or sophomore year.

Comparative Literature
binghamton.edu/comparative-literature

Undergraduate Programs

The Department of Comparative Literature offers a five-track curriculum:

• general humanities courses that will be of interest to all students;
• literature in translation courses for students who want advanced study of literature and the other arts and disciplines;
• translator training for students who want to add translation to their marketable skills;
• an individualized major program;
• a minor program.

The Comparative Literature Major

The comparative literature major is designed to allow students significant freedom in designing a major with a literary emphasis. It stresses foreign language skills and encourages students to approach literature from an interdisciplinary perspective. The department’s commitment to a vital engagement with literature and the arts, its encouragement of cross-disciplinary work and its strengths in the areas of literature, modern theory and philosophy, cultural studies, and translation studies create a distinctive context for an innovative humanities major.

Requirements

• COLI 110, 111. World Literature I and II (or appropriate equivalents);
• one comparative literature course at the 200 level or higher;
• one course in a foreign language beyond the 203 level;
• three courses in advanced literature, art or related disciplines at the 300 or 400 level. These should be chosen on an individualized basis through consultation with the departmental undergraduate advisor;
• COLI 381. Seminar I: World, Text, and Critic;
• COLI 382. Seminar II: Works that Call forth Thinking;
• COLI 481. Methodologies and Masterpieces Tutorial.

Honors
Candidates for honors in the comparative literature major must write an honors thesis with a director chosen from among the comparative literature faculty. To be eligible, students must have a grade-point average of at least 3.5 for courses within the major. They may write their thesis in a single semester by enrolling in COLI 499, Honors Thesis, or may choose to devote a full year to the project by enrolling initially in COLI 498, Honors Seminar, and then, in the second semester, in COLI 499. COLI 498 is not a prerequisite for COLI 499; it simply offers students the opportunity to undertake larger projects. Students should consult with the undergraduate director to determine which option will best serve their needs and interests. The designation of honors in comparative literature is awarded to students who receive a grade of at least A– for their honors theses.

Requirements for Comparative Literature Minor
Required for an undergraduate minor in comparative literature:
• one 100-level course in comparative literature (enrollment preference is given to minors in 100-level courses);
• one course in any foreign language, 203 level or above;
• COLI 481;
• three other 300- or 400-level courses in comparative literature;
• a minimum of 12 credits in residence at Binghamton University.

Translator Training
The certificate program in translator training is administered by the translation research and instruction program. For a detailed description, see that section.

The comparative literature degree programs in translator training, administered by the department, are described in this same section.

English, General Literature and Rhetoric
binghamton.edu/english

The Department of English, General Literature and Rhetoric offers a broad range of courses of interest to majors and non-majors. The curriculum includes courses covering all periods of English and American literature and selected works of world literature in translation, as well as courses on theories of culture and ideology, global cultural studies, African American, Asian American and U.S. Latina/Latino literatures, folklore, children’s literature, fantasy literature, colonial and post-colonial studies and crime fiction. Rhetoric courses and courses in creative writing, taught by publishing poets and prose writers, introduce students to a variety of writing and speaking skills. Although some courses are taught as lectures, the majority are kept relatively small to ensure discussion of course material and to enable students to receive individual attention.

German and Russian Studies
binghamton.edu/grs

The Department of German and Russian Studies offers courses leading to a BA in German, a Russian track with the Individualized Major Program (IMP), minors in Russian and German, and language training in both of these languages.

The department stresses active communication in its languages and offers a variety of conversation courses that augment the regular language course sequences.

German courses in cultural history and literary periods, German literature and cultural studies in translation, German cinema and pedagogy help students achieve a well-rounded education in German Studies and proficiency in the language. Generous Paul Weigand scholarships are available to German majors and minors to support study abroad and on campus.

The department encourages double majors and interdisciplinary programs. Students interested in literature, history, philosophy and art can build on these interests in designing a program in German. Students in engineering, computer science, management and the natural sciences can study German for the Professions and add valuable international dimensions, including internships abroad, to their program.

Students are urged to begin their language study as early as possible. Students with no prior training in German are advised to take the two-semester introductory sequence, GERM 101 and 102, during their first year. Depending on the amount of previous exposure, students who have taken some German in high school normally begin with the third-semester course, GERM 203 (Intermediate German I). After Intermediate German, or the equivalent, students may attain near-native fluency in popular study-abroad programs in Graz or Leipzig.

The Russian program offers courses in literature, cultural studies and language. Students interested in exploring a minor or a Russian-track IMP major should begin language study as soon as possible. Russian language courses feature a communicative, learner-centered approach that stresses basic skills while developing cultural fluency and practical competency. The program also includes courses in Russian literature in translation, cultural history and special topics. Students who wish to develop a Russian major track in the IMP are encouraged to consult Undergraduate Program Director Nancy Tittler as soon as possible. Courses of interest to freshmen are RUSS 101, 203, 131, 232, 240 and 241. Heritage speakers wishing to gain or improve their Russian literacy are encouraged to pursue RUSS 211, Russian for Russians.
Entrance to the BMus degree is by audition, normally at the diagnostic examination given during the first week of classes. Students who seek advanced placement must pass the theory examination upon arrival on campus. Students with previous theory training who seek a major should confer with the undergraduate director (MUS 215/216) in fall of their freshman year. All students are required to enter the music theory sequence (beginning with MUS 143A). Students interested in majoring in musicology, students interested in majoring in music may also fulfill this requirement with Yiddish courses offered by the department.

Students completing a Judaic Studies major have a liberal arts degree that prepares them not only for graduate studies, but also for professional studies (for example, law, business, public administration), as well as for careers in Jewish communal organizations.

The Judaic Studies major is a 10-course major with three core courses in history, four area courses giving students the opportunity to construct their own area of specialization within the major, and three electives that allow the students to explore additional directions or augment their area. The Judaic Studies minor is a minimum of six courses following a similar structure. One can also minor in Hebrew, which is a required proficiency for the Judaic Studies major and minor and can fulfill University language requirements. One can also fulfill this requirement with Yiddish courses offered by the department.

Music

The Department of Music offers a full spectrum of classroom (MUS) and performance-based (MUSP) courses for students preparing for a career in music (through the BA and BMus degrees) while making possible a wide range of study and participation for students majoring in other fields. More than 300 students participate in one or more music courses each term. The department is an accredited member of NASM.

Entrance to all MUSP courses — including lessons, chamber music and ensembles — is by audition: these take place during the first week of classes and are open to all students. (Pre-registration is not possible for these courses.) From June 15, audition information is posted by the Music Department office (FA 165), on the department’s website, and is available at orientation sessions.

Because all BA and BMus degrees involve a highly structured series of courses in theory, musicianship, musicology and ethnomusicology, students interested in majoring should, if possible, enter the music theory sequence (beginning with MUS 215/216) in fall of their freshman year. All students seeking a major should confer with the undergraduate director upon arrival on campus. Students with previous theory training who seek advanced placement must pass the theory diagnostic examination given during the first week of classes. Entrance to the BMus degree is by audition, normally at the end of the first year.

A variety of enrichment courses are available to the general student population. These include Introduction to Music (MUS 101); Music Cultures (MUS 112); Jazz in American Music (MUS 113); Pop, Rock & Soul (MUS 115); Beginning Voice (MUS 143A); and African Music Ensemble (MUS 143B).

Philosophy

Philosophy lies at the core of the liberal arts education. Philosophy asks fundamental questions about the world we live in: about the meaning of human life; the nature, purpose and limit of human knowledge; the character and contents of our moral experiences; and the fundamental features of human societies. Across a range of related inquiries such as logic and critical reasoning, ethics, metaphysics and epistemology, political philosophy, the philosophy of law, and the history of political thought, coursework challenges students to think deeply and consistently and reflect on their own commitments and opinions, to learn about the variety of ways that the human experience has been described and interpreted, and to come to a deeper and fuller understanding of themselves.

The study of philosophy also trains students in a range of skills that are fundamental to education in its widest sense. Philosophy courses teach students how to read with attention and sensitivity to language, conceptual structure and meaning; how to analyze and construct arguments; and how to speak and write clearly and effectively. The philosophy major is valuable not only for students planning to continue the study of philosophy at the post-graduate level, but also for anyone considering a career in law, business, politics and diplomacy, the nonprofit world, and any other career emphasizing analytical, linguistic and logical skills.

Romance Languages and Literatures

The Romance Languages and Literatures Department offers BA degrees in French, Italian and Spanish. Each major program develops a strong foundation in language comprehension, speaking, reading and writing, as well as basic knowledge of the relevant national literatures and cultures. Each program also develops students’ textual analysis skills. Department courses use a variety of approaches that incorporate written texts, film and music. Language tables and clubs supplement course offerings.

Students may major or minor in more than one language within the department. Generally, majors complete 10 courses in a language above the 115 introductory level, while minors complete six non-introductory courses. Students may also qualify for the International Studies Certificate, and they may use department courses as a foundation for global studies. Additional details on these options, as well as information on study-abroad programs and guidelines for membership in language honor societies are available through a department advisor. Majors may seek scholarship support for study abroad, and they may also qualify for other scholarships and awards.
Five-year programs are available leading to a BA in one of the languages and a master of public administration (MPA). Five-year BA/MA programs in each of the languages are also available.

All students, whether or not they intend to major, are invited to take courses in the department.

To ensure proper placement, students are advised that one year of language in high school is equivalent to one semester in college. The following guidelines are the norm:

- Courses numbered 111 are for those who have no prior work in the language or who have completed a maximum of one year in high school.
- Courses numbered 115 are for those who have taken one or two years of the language in high school.
- The 211 courses are for those who have taken two or three years of the language in high school.
- The 215 courses are for those who have taken four or more years in high school.

Students with advanced placement credit in language or literature should consult the Advanced Placement Examination Policy section of this handbook in order to assure appropriate course-level placement.

**Theatre**

[link](https://looby.binghamton.edu/theatre)

The Theatre Department provides curricula in the history, theory and practice of theater for all students, as well as for students preparing for active competition in some aspect of the academic or professional theater. The theater major includes a core curriculum to introduce beginning students to the technical, historical, literary and performing components of theater. Students choose to specialize in one of three content tracks: acting and directing, dance, and design and technology.

The department also actively encourages students in the area of history, criticism, dramatic literature and performance theory. It offers all students usage of its extensive library and archive resources. All University students also have the opportunity to participate in department productions presented in the theaters of the University. Auditions occur during the first week of classes in the fall.

Students considering a theater major fulfill a 15-course requirement. Early consideration should be given to such courses as THEA 203 (Technical Production), THEA 206 (World Dramatic Literature), THEA 304 (History of Theater), THEA 207, 208, 226, 227 or 228 (acting and dance I level), as well as fulfilling practica requirements (hands-on experience).

Enrollment for practica occurs during the first week of school. Non-majors are encouraged to participate in any of the above courses. The department also offers a minor.

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**SCIENCE AND MATHEMATICS DIVISION**

**Biochemistry**

[link](https://biochem.binghamton.edu)

The biochemistry program represents the joint effort of the Biological Sciences and Chemistry departments.

The BS in biochemistry prepares students for careers in biotechnology, research and graduate work in biochemistry and related areas, and for careers in the health-related professions.

The core biochemistry courses are biochemistry, biochemistry laboratory, molecular biology, molecular biology laboratory, biophysical chemistry and biochemistry senior seminar. The other required courses (MATH 221, 222; PHYS 121 and 122 or 131 and 132; BIOL 117, 118; CHEM 107 and 108 or 111, and 231, 332, 335; three BIOL/CHEM electives; and one additional science or mathematics elective) provide the requisite background for the study of these inter-disciplinary subjects. Complete guidelines are available from the website.

Participation in biochemical research is strongly encouraged. Every effort is made by the faculty to provide opportunity for individual instruction in research.

Courses recommended to prospective majors are: first term, CHEM 107, MATH 221 and BIOL 117 or 118; second term, CHEM 108, MATH 222 and BIOL 118 or 117.

**Biological Sciences**

[link](https://bio.binghamton.edu)

The Department of Biological Sciences offers BA and BS degrees in biological sciences. The BA is recommended for the student who wishes to use a major in biology as a base for the MD and other careers in the allied medical professions, environmentally related professions, law, business and finance, education, information technologies and the like. Students have great flexibility in their choice of courses, and the department helps students select a set that fits their interests and goals. The BS is recommended for students who plan laboratory- or field-based careers in biology and related fields (including medical research), either immediately after the baccalaureate or after post-graduate study. BS students select one of two concentrations: cell and molecular biology (CMB) or ecology, evolution and behavior (EEB). The department also offers a minor in the biological sciences.

Whatever degree you choose, the first two years will be the same: BIOL 117, Introduction to Organismal and Population Biology, and BIOL 118, Introduction to Cell and Molecular Biology. Both courses are offered in the fall and spring semesters and may be taken in any order. First-year students should also complete CHEM 107 and 108. CHEM 107 is taught only in the fall, while CHEM 108 is taught only in the spring. Therefore, it is wise to register in CHEM 107 in the fall of your freshman year. It is recommended that you enroll in only two courses per semester in the Science and Mathematics Division for your first semester or two. Use the
remainder of the 16 credits per semester to work on General Education requirements or other electives.

Other courses that most students will want to complete during their first two years are MATH 148 (Elementary Statistics for Biologists) and CHEM 231, 332 and 335 (Organic Chemistry I, II and Laboratory), and some electives chosen from a selection of mathematics, science and computer science courses.

BA students take at least one biology course selected from each of the following: a. BIOL 301, Molecular Genetics or BIOL 311, Cell Biology; and b. BIOL 351, Mechanisms in Evolution, BIOL 378, Macroevolution, or BIOL 355/373, Ecology. BS students take three of these four courses, the selection of which depends upon whether they choose the CMB or the EEB concentration. Details are in the Bulletin. Courses not selected from the set above may be selected as one of 16 additional BIOL credits required for the BA or the 20 to 24 additional BIOL credits required for the BS. To fulfill requirements for the biology major, BIOL courses may not be taken on a Pass/Fail basis.

You may declare the biology major when you have completed 12 credits while attending college, with 8 of those credits being from BIOL 117, BIOL 118, CHEM 107, CHEM 108 or MATH 148. Faculty advisors are available to help students even before they have declared their majors. Walk-in advising hours are posted in the Undergraduate program section of the Biology Department website, under Advising. Faculty advisors can help students select electives to coincide with the requirements for admission to post-graduate programs that students aim for.

Chemistry
binghamton.edu/chemistry

The Chemistry Department offers a broad spectrum of courses and areas of concentration for either the BA or BS degree. Majors for either degree program generally take the same set of core courses during the first two years. Prospective chemistry majors should have at least the ordinary high school mathematics and sciences background. Students with extra preparation may begin at a more advanced level.

Students are strongly advised to complete mathematics through MATH 222 in their freshman year, and one year of physics (PHYS 121-122 or 131-132) as soon as possible and certainly prior to the beginning of the junior year. Either CHEM 107-108 or CHEM 111 covers the material essential for more advanced chemistry courses. CHEM 111 is recommended for students who have a good high school chemistry background and wish to enter upper-level courses earlier in their schedule. CHEM 107-108 is the more traditional two-semester general chemistry sequence.

Chemistry majors preparing for careers in the health-related professions normally take either CHEM 107-108 or CHEM 111 and 231 during the freshman year.

Courses recommended to prospective majors are: first term, CHEM 107 or 111 and MATH 221; second term, CHEM 108 or 231 and MATH 222. Students with scores of 4 or 5 on the chemistry Advanced Placement examination should take the MATH sequence shown above and may take CHEM 231 in the first term and CHEM 332 in the second term. These students may wish to consult with the faculty advisor at Orientation about their particular scheduling needs.

Geological Sciences
geology.binghamton.edu

The geological sciences offer an opportunity to apply a wide variety of academic disciplines toward the understanding of Earth processes and global phenomena. The impact of human activities on the environment is also an increasingly important branch of geology.

Many courses in the department are appropriate for students with a general interest in the Earth. Introductory-level courses dealing with a variety of geologic topics are open to all students. GEOL 211-214 are open to all students who have completed one 100 level GEOL course.

Students may earn a BA or BS in geological sciences. The BA program is for students desiring a liberal arts education with emphasis on earth science. The BS track is for students whose goal is graduate school and professional employment. Geology majors find careers in research (universities, the government, and laboratories in the private sector), environmental geoscience (government agencies and the private sector), teaching at all levels, and the search for resources.

Students may also earn a BA or a BS in geological sciences combined with an earth science master of arts in teaching (MAT) degree. The combined BA/MAT and BS/MAT programs allow students to efficiently combine an undergraduate geology degree with a graduate level teacher certification program. This combined program includes the entire current geology BA or BS program and the current NYSED-registered earth science MAT program. The combination results from the inclusion of 16 credits of graduate education coursework as “double-counted” credits during the student’s fourth year of study. The combined program saves the student one semester of time relative to the separate, sequentially taken BA/BS and MAT degrees. Students should declare their interest in this option as soon as possible to ensure proper undergraduate course selection. A limited number of students are selected into this program at the end of their junior year.

BS and BA majors begin the major with one of the introductory geology courses. BS majors should take MATH 221 and 222, PHYS 121 and 122 (or PHYS 131 and 132) and CHEM 107 and 108 in their first two years if possible; CHEM 107 and PHYS 121 (or 131) are a prerequisite to much of the major sequence in geology.
Integrative Neuroscience
binghamton.edu/integrative-neuroscience

Integrative neuroscience is the study of the biology of behavior. Because the production and regulation of behavior is largely the job of the nervous system, neuroscientists are interested in studying the brain and how it works. They also study the comparative and adaptive aspects of behavior in an evolutionary context. By its very nature, integrative neuroscience is a multidisciplinary field. For example, neuroscientists routinely draw on the fields of biology, psychology, chemistry, mathematics, physics and computer science in their work.

The major requires a set of core courses that includes: PSYC 111, PSYC 243, PSYC 344, PSYC 362, BIOL 117, BIOL 118, One of the following- PSYC 327 or BIOL 375, CHEM 107 and CHEM 108 or CHEM 231, CHEM 332, and an Approved 400-level Integrative Neuroscience Seminar (4 credits). Thirty (30) credit hours of elective are also required in the following areas: 6 Credits in Math/Chem/Physics Electives, 4 Credits in Related Subjects Electives, 4 Credits in Type A Biology Electives, 4 Credits in Type B Biology Electives, and 6 Credits in Psychology Electives. Additional elective stipulations are that three of the above elective courses must be lab courses and 16 elective credits must be upper level (numbered 300 or above). Please see our website for further information about degree requirements and information about specific courses that fulfill the elective categories (http://www2.binghamton.edu/integrative-neuroscience/integrative_neuroscience_ba.html).

To declare the Integrative Neuroscience major, students must earn a C or higher in both PSYC 111 and PSYC 243. Students are required to earn a C- or higher in all other core courses and a D or higher in all elective courses.

In your first semester we recommend you take PSYC 111, General Psychology; either BIOL 118, Introduction to Biology — Cell and Molecular, or BIOL 117, Introduction to Biology — Organisms and Populations; and/or CHEM 107 or 111, Introductory Chemistry. In your second semester, you may take PSYC 243, Statistical Analysis and Design; BIOL 117 or 118; and/or CHEM 108, Introductory Chemistry II. We recommend that students take no more than two science or math courses during their first semester.

Further information and assistance can be found on our website (binghamton.edu/integrative-neuroscience) or is available through the Psychology Academic Advising office located in Science IV, room 230B (ugpsyc@binghamton.edu).

Mathematical Sciences
math.binghamton.edu

The Mathematical Sciences Department offers courses and programs in pure and applied mathematics, statistics and actuarial science. Besides providing its own degree programs, the department offers courses that satisfy the General Education M requirement (MATH 130 and MATH 147) and serves students in many other disciplines. Students of the natural or social sciences may take MATH 147 and all or part of the three-semester calculus sequence, MATH 221, 222 and 323.

The department offers two tracks within its BA program: mathematics and actuarial sciences. The flexible BA degree track in mathematics allows students to construct courses of study to fit their own interests and goals. These may include mathematics as a vital part of a liberal arts education; preparation for employment in the mathematical sciences, including statistics and actuarial sciences; and preparation for the further study of mathematics in graduate school. The BA degree program in actuarial sciences provides a strong preparation for an actuarial career.

The BS program also offers two tracks: mathematics and actuarial sciences. The mathematics track has more demanding theoretical requirements and is designed for those who are especially strong in mathematics. The BS in mathematics is a rigorous program in pure and applied mathematics and is excellent preparation for graduate study in mathematical science. The BS track in actuarial sciences also has more demanding theoretical requirements than the BA track in actuarial sciences, and is designed for students anticipating advanced study in the field of actuarial sciences.

All four degree tracks have the same requirements for core courses: MATH 221, MATH 222, MATH 323, MATH 304 and MATH 330. Students intending to major in any of the mathematical science degree tracks should complete these courses as soon as possible.

Recommended freshman program for prospective majors:

Students entering with the usual pre-calculus preparation, including trigonometry, should take MATH 221 the first semester and MATH 222 or possibly MATH 222 and 304 the second semester.

Students entering with adequate calculus preparation should begin with MATH 222 or, in some cases, MATH 323. MATH 222 should be followed in the second semester with MATH 323, or both 323 and 304. Those who begin with MATH 323 usually continue with 304 and another course. MATH 330 should be taken as early as possible, and it may be taken as soon as finishing MATH 222.

Special information concerning AP credits:

Students with a score of 3 or 4 on the Calculus BC exam may enter MATH 221 or MATH 222. If you enter MATH 222 and complete it successfully (C or better), you may claim AP credit for Calculus I. If MATH 222 is not going well, you can step back into MATH 221. Do this as early as possible.

Students with a score of 5 on the Calculus BC exam will get AP credit for Calculus I (= MATH 221). If you do not intend to go on with Calculus III (e.g., you intend to become a biology major), you can request AP credit for Calculus II. If you intend to continue with mathematics, you may enter MATH 222 or MATH 323, Calculus III. If you enter MATH 323, and complete it successfully (C or better), you may
Physics/Engineering Program  
binghamton.edu/physics

In cooperation with the Electrical and Computer Engineering and Mechanical Engineering departments in Watson School, 3-2 and five-year programs leading to a BA or BS in physics and to the BS in engineering have been established. Graduates of these programs may pursue careers or graduate studies in physics or engineering.

Because of the stringent requirements for this double-degree curriculum, it is extremely important for entering Harpur College freshmen who have any interest in these programs to contact the Physics Department or Watson School as soon as possible, preferably before registration for their first-semester courses. Proper advising must be given at an early stage, so that students may fulfill all the requirements within the five-year period.

See the physics section for the recommended freshman program. Brochures describing the suggested sequence of courses are available from the Physics Department and from Watson School.

Psychology  
binghamton.edu/psychology

The major in psychology (BA) is designed to introduce students to the understanding of behavior, cognition, emotion and their underlying processes. Emphasis is placed on the areas represented by faculty currently in the department: cognitive, behavioral neuroscience and clinical psychology. The goal of the program is to provide students with the framework of the scientific method, which they can then use to evaluate any topic in psychology. The program is especially beneficial to students interested in pursuing master’s or doctoral studies in any of the subfields of psychology, as well as training for careers in health, social work, counseling, law or business.

PSYC 111 (General Psychology) is a prerequisite for all other courses. It is often followed by elective courses at the 200-level. Majors then begin a sequence of required courses that include PSYC 243 (Statistical Analysis and Design), followed by PSYC 344 (Research Methods). Additionally, three 300-level experimental psychology courses are required, selected from PSYC 350 (Human Memory), PSYC 351 (Perception), 356 (Learning), 358 (Cognition), 360 (Psychotherapy), 362 (Physiological Psychology) or 385 (Psychological Tests). One laboratory course associated with one of those experimental courses is also required. PSYC 243 and PSYC 344 are prerequisites to all of the laboratory courses and must be completed prior to enrolling in any psychology laboratory course.

It is also appropriate for freshmen to take courses toward the elective requirements for the major. The elective requirement is six courses, four of which must be science or mathematics courses outside of psychology, with at least two of these courses being in the same discipline. Two additional electives can be from the Psychology Department or from

Physics/Computer Science Program  
binghamton.edu/physics

The Physics Department and the Computer Science Department of Thomas J. Watson School of Engineering and Applied Science have established a five-year program leading to a BS in physics and to a BS in computer science. Brochures describing the suggested sequence of courses are available from the Physics Department Office and from the Computer Science Department Office.
the Science and Math departments outside of Psychology. The student majoring in psychology must also take two 400-level psychology courses. An alternate option is to take one 400-level course plus two four-credit hour courses of faculty-supervised research activity in laboratories or internship through the Psychology Department. Gaining research experience is highly encouraged and information about these opportunities, including the Honors program and Psi Chi (the psychology honorary fraternity), is available through the Psychology Academic Advising office located in Science IV, room 230B (ugpsyc@binghamton.edu). See our website for further information: binghamton.edu/psychology/undergraduate.

To declare the psychology major, you must earn a grade of C or higher in both PSYC 111 and PSYC 243. A grade of C– must be earned in all other courses to count towards the major. Only independent study or internship credits, along with one science/math elective, can be taken pass/fail for this major.

**SOCIAL SCIENCES DIVISION**

**Anthropology**

anthro.binghamton.edu

Anthropology is the study of humanity, both our present and our past, and encompasses four distinct subfields: the ethnographic study of cultures and societies people create (sociocultural anthropology); the study of societies created in the past (archaeology); the study of language and how people communicate (linguistic anthropology); and the biobehavioral study of the development of our species (physical or biological anthropology). Courses in anthropology involve students in projects as diverse as molecular analysis of DNA, the interpretation of the former sites of ancient Mesoamerican cities, examining students' language use on certain university campuses, and studying the cultural practices of European Union delegates and Polynesian transgender prostitutes.

The BA track in general anthropology offers students a well-rounded understanding of the projects, questions and methods animating each of the four subfields of anthropology. This track is designed to provide students with training in all four of anthropology’s subfields. First-year students pursuing the general anthropology track should take the foundations course in each of the four subfields: linguistic anthropology (ANTH 114 or 118), sociocultural anthropology (ANTH 166) archaeology (ANTH 167 or 169) and biological anthropology (ANTH 168).

The BA track in anthropological perspectives is designed for students who are especially interested in one or two of anthropology’s subfields. This track provides greater flexibility in the selection of courses, enabling students to concentrate in one or two subfields and to take up to one-half of their major coursework in a single subfield. Students will still take three of the four foundation courses of their choosing as some upper-level courses outside their subfield concentration. First-year students pursuing the anthropological track should thus begin with some of the foundation courses identified above, and also should consider lower-level courses of special interest to them.

The BS in anthropology may be pursued by focusing in biological anthropology or archaeology. This major is intended for students interested in, for example, the ancestry of the human species, the archaeological study of past human social life, forensic anthropology, the comparative study of the primates or the biocultural characteristics of living people. The BS combines foundation training in each of anthropology’s subfields with advanced coursework in the concentration, quantitative methods and laboratory work. Students pursuing the BS should begin by taking the foundation courses identified above.

Finally, the Anthropology Department offers a five-year combined-degree program. This program allows high-performing students to complete the BA or BS in anthropology, along with either the MA in anthropology or the MS in biomedical anthropology, in five years instead of the six years such dual-degree plans normally require. For more information, visit the Anthropology Department website or make and appointment to speak with the director of undergraduate studies in anthropology.

**Economics**

binghamton.edu/economics

Knowledge of economics is an excellent background preparation for employment and graduate study in many fields such as business, law, government and international affairs. Economics majors ordinarily begin with ECON 160, Principles of Microeconomics, which examines the economic decisions of households, businesses, and governments, followed by ECON 162, Principles of Macroeconomics, which examines the performances of entire economies according to the standards of living, levels of employment, rates of inflation and economic growth that they achieve.

After taking these principles courses, students may choose courses leading to either a BA or a BS in economics. The department has four majors, all of which require at least one calculus course and another in statistics, both of which should be taken as early as possible in the student’s academic career.

a. The 11-course BA offers a broad overview of the discipline tailored to particular interests with the choice of economics electives.

b. The BS specialization to financial economics provides background relevant employment in financial analysis. It is a 16-course program that includes required courses in econometrics, computer science, forecasting, accounting, and finance. Note that this degree is primarily an economics degree even though it includes some courses in the School of Management.

c. The BS specialization in economic policy analysis is
designed for students contemplating careers in government or the non-profit sector. This 16-course program includes required courses in public policy issues, as well as electives in political science and environmental studies.

d. The BS specialization in economic analysis is geared for students interested in obtaining a graduate degree in economics, seeking employment in economic research immediately after graduation, or entering a quantitatively oriented graduate program in business or public administration. Its requirements include 4-6 courses in mathematics and a total of 16 courses rather than 11.

The department offers a seven-course minor in economics and the J. C. Liu Honors Thesis Program. This is a three-semester program starting in the second semester of the junior year and involving 12 credits of honors research and submission of a thesis.

Courses numbered in the 100s are recommended especially to freshmen.

**Geography**

binghamton.edu/geography

Geography stresses the importance of understanding “where things are located” and the processes that create and change the distribution of access to physical and human resources, such as clean water and health care. Students learn how to better understand how natural and human environments become organized geographically by institutional decisions and the consequences of human actions. Geography students study a number of contemporary problems, among them physical resource development, racial/ethnic patterns, urban decay, business geography and pollution. Geography stresses strategies for solving locational and environmental problems. Mapping, Global Positioning systems and Geographic Information Systems are important tools that geographers learn to apply to solve problems.

The department offers a number of curriculum options that permit a general perspective or the choice of more specialized focus, such as environmental or urban planning analysis, the use of maps and Geographical Information Systems, or natural resource management. All options provide preparation for graduate work and careers in public and private planning agencies. The courses emphasize the problem-solving approach, both theoretical and applied. Double majors are encouraged, and special programs may be designed on request.

**History**

binghamton.edu/history

The History Department curriculum explores human societies over time and across the globe while training students in the methods of historical research. History students develop skills in thinking critically, interpreting evidence and writing effectively. About one-fourth of the course offerings are in U.S. history, one-fourth in European history, one-fourth in the history of the "non-Western" world, and the remainder in topics that cut across geographical boundaries such as women's history, imperialism, environmental history, the history of science and technology, and world history. History courses fulfill a range of Harpur College and General Education distribution requirements. The department offers both a major and minor.

The requirements for the history major are flexible, ensuring breadth while allowing students to explore their own interests in depth. The major provides breadth by requiring at least one course in each of three geographical areas and at least one course that is global or comparative in scope, as well as a minimum of 5 advanced (300- or 400-level) courses (for a total of 10 courses). All history majors take at least one 400-level research seminar in residence. When choosing upper-level courses, some students choose to focus on a particular topic, region or time period. Other students prefer to range more widely. It is possible to obtain honors in history by fulfilling certain requirements, including writing an honors thesis or taking a special examination. The department also offers a minor, which requires six courses.

Studying history prepares students for graduate studies, professional schools (for example, law, business, public administration or education) or job placement in a variety of areas (such as business, journalism, foreign affairs, government, archives, museums and non-profit organizations).

The History Department offers courses at all levels. The 100-level courses are broad introductory surveys, primarily for freshmen, sophomores and non-majors. The 200-level courses are intermediate courses that are generally suitable for students at any level. Three hundred-level courses are more specialized and advanced, and 400-level courses are small, intensive-research seminars for juniors and seniors.

First-semester freshmen are encouraged to take 100-level courses. Some freshmen, especially those who are entering the University with AP credits in history, may want to sign up for 200-level courses.

**Political Science**

binghamton.edu/political-science

Political science offers a wide array of courses dealing with various topics in American politics and institutions, comparative politics and institutions, and international relations, international conflict and civil war. Opportunities for majors to engage in independent study, internships and study abroad are numerous.

The major provides effective preparation for graduate study, law school and a diverse array of post-graduate careers, including a wide variety of positions in government or private organizations.

The major in political science is relatively unstructured, allowing students considerable flexibility in designing their courses of study. Altogether, 14 courses are required: 10 in political science and four in related social sciences including anthropology, economics, geography, history and sociology.
Students must take at least one four-credit course in three of the following four subfields: American politics, political theory, comparative politics and international relations, and at least two 400-level seminars. The remaining courses, in consultation with department advisors, are selected by the students according to their interests and goals.

Majors may choose to develop a specialization by completing the requirements for a concentration in Politics and Law or Global and International Affairs. Students contemplating one of these concentrations should consult the department before declaring their majors.

Courses recommended to students without AP credit in political science are: first term, PLSC 113 and/or 117; second term, PLSC 111 and a political science elective.

**Sociology**

binghamton.edu/sociology

The intellectual aim of the Sociology Department is to understand the social changes taking place throughout the world and to relate them in a systematic way to the developments in the contemporary United States. The department’s curriculum places emphasis on issues of class, race and gender from socio-historical and global perspectives. The department is also centrally concerned with the division of the world into rich and poor nations, as well as organized attempts to bring about change in the United States and the world at large.

A sociology major provides a foundation for further education and employment in law, politics, social planning and social services, teaching, international development and other professions that require an understanding of social organization and change. In addition, the department’s training in research methods is useful for research in government, business and nonprofit organizations.

The major in sociology consists of 10 courses. All students are expected to complete required introductory, methods and theory courses. Students must take at least five of the 10 required sociology courses, including four upper-division courses, at Binghamton.

Sociology courses numbered 300 and above offer both majors and non-majors a wide range of choices. In addition, some graduate seminars are open to advanced undergraduate students, provided consent is obtained from the instructor.

Courses recommended to first-year students and prospective majors are the 100-level introductory courses as well as any of the 200-level courses.

**Honors in Sociology**

To earn honors in sociology, a student majoring in sociology must earn a grade-point average of 3.5 or above in sociology, and 3.3 or above overall, and have completed four courses towards the sociology major. In the fall, the student must enroll in the senior Honors Seminar (SOC 471), and in the spring in SOC 499 (to write the honors research paper).

In order for the student to receive honors, that paper must be judged to be of honors quality. SOC 499 constitutes an “11th course,” that is, a course in addition to the 10-course requirement to fulfill the sociology major.

**INTERDISCIPLINARY AND CROSS-DISCIPLINARY PROGRAMS AND DEPARTMENTS**

**Environmental Studies**

binghamton.edu/environmental-studies

The environmental studies BA and BS degree programs focus on the relationship between humans and their environment. They involve the study of several disciplines drawn primarily from the natural and social sciences, together with courses in environmental studies stressing environmental problems and fieldwork.

Graduates of the Environmental Studies program have pursued a wide range of career paths, including research in environmental science, positions with advocacy groups, consulting firms, environmental law and environmental education.

Each environmental studies major selects an area of specialization. Established specializations include ecosystems, earth sciences, environmental chemistry, public policy and law, environmental planning, ecological anthropology, and environmental economics. BA and BS degrees are available in the three science areas; BA degrees only are available in the other specializations. A list of courses required for each of these specializations, together with the courses required for all majors, is available on the program website (binghamton.edu/environmental-studies). Students may also design their own specialization in consultation with a major advisor.

The major courses fall into three groups:

- a core of five courses required of all majors (ENVI 101 and 201; GEOG/ENVI 239 or PHIL/ENVI 149; ECON 160; and CHEM 101, 107 or 111);
- 8-11 courses making up a student’s specialization; and
- two advanced environmental studies courses usually taken in the senior year, with a problem/field-experience focus.

Some advanced courses in a student’s specialization may have prerequisites not counted toward the major program. Thus, students need to select electives with care to be able to take the advanced courses they want.

**Individualized Major Program**

binghamton.edu/harpur/advising/imp

The Individualized Major Program offers Harpur students the opportunity to create majors not otherwise available in the Harpur College curriculum. The program has approved innovative majors in such diverse areas as religious studies,
political communications, sound production and MIDI sound design. The IMP major leads to a BA degree.

IMP majors are conceived and developed by the student in consultation with a faculty advisor. Each major, drawing courses from several departments, includes at least one semester of independent study in which the student completes an academic project that integrates the various aspects of the major. Interested students should inquire in the Harpur College Academic Advising Office, AB G18.

**Latin American and Caribbean Area Studies**

[binghamton.edu/lacas](http://binghamton.edu/lacas)

The Latin American and Caribbean Area Studies Program (LACAS) offers an interdisciplinary approach to the study of Latin America, the Caribbean and Latinas/os in the United States. The program combines coursework in more than 15 social science and humanities programs/departments with fieldwork. It prepares students for careers in international business, development, tourism, marketing, media, government, academic teaching and research, and in organizations that seek to promote the economic, social and cultural well-being of peoples throughout the Americas. LACAS courses and degrees diversify a student’s curriculum for graduate studies in the social sciences, humanities, business administration and law.

The LACAS program offers both an undergraduate major and minor as well as a graduate certificate. LACAS also assists study abroad, internships and independent research in Latin America, the Caribbean and/or the United States. All LACAS courses satisfy General Education and/or writing requirements for Harpur College.

**Linguistics and Languages**

[ling.binghamton.edu](http://ling.binghamton.edu)

Linguistics, the scientific study of language, is inherently interdisciplinary. With respect to the administrative and curricular divisions of the College of Arts and Sciences at Binghamton University, the field of linguistics is in fact fully interdivisional. The subject matter of linguistics includes topics from all three divisions: Humanities, Social Sciences, and Science and Mathematics. A brief sketch of the history and current status of the field shows how this is possible.

Language is an object with innumerable facts, and linguistics encompasses all of them. On the other hand, linguistics is by no means a mere agglomeration of the language-related aspects of a myriad of different disciplines. The analytical methods, theoretical constructs and specific objects of study of linguistics are the unique products of a long tradition of identifiably linguistic inquiry. The Harpur College program in linguistics provides a strong foundation in the principles of linguistic theory and method, as well as a wide variety of cross-disciplinary and sub-disciplinary offerings.

Undergraduate study in linguistics serves as an excellent preparation for graduate and professional study in many fields, including law, anthropology, education and counseling, as well as linguistics. Students planning to pursue graduate or professional study in any of these areas are strongly advised to keep these plans in mind as they select courses. Students with an interest in graduate work in linguistics, for example, are well advised to study at least two languages other than English, one language of scholarship and the other a non-Western language. Students considering professional training in applied and clinical areas such as language teaching, speech/language pathology and audiology, deaf education or counseling are urged to consult appropriate pre-professional information sources early in their academic career, preferably not later than the beginning of the sophomore year.

Although the uses for any undergraduate major are varied and ever-changing, four general application of a major in linguistics have developed over recent years. First, of course, is the option of a professional career in academics, which has been explored by some of our recent graduates. Second, recent graduates have also explored some variation on the idea of teaching English abroad or teaching a foreign language in the United States. Third, graduates have explored doing translation work in various settings, including the business world. Finally, students have used the major in linguistics as a distinguishing feature in their application to law schools. The requirements for a major in linguistics are: LING 114, LING 118, six LING electives (with at least three of these at the 300 or 400 level), one upper-level primary language course and four lower-level secondary language courses. A minor is also available and it is achieved by successfully completing LING 114, LING 118 and four LING electives (with at least two of these at the 300 or 400 level.)

**Philosophy, Politics and Law**

[binghamton.edu/philosophy-politics-and-law](http://binghamton.edu/philosophy-politics-and-law)

Philosophy, politics and law is an interdisciplinary major designed for both liberal arts and pre-law students. It focuses on issues involving law, government, policy and citizenship.

The premise for the PPL major is that a diverse liberal arts education provides a valuable foundation for a wide range of careers; the major has proven to be excellent preparation for careers in law, business, teaching and the public sector, and in cultural production — from science and technology to theatre, literature, music and art. Majors select courses under
the supervision of the undergraduate director, who assists in tailoring curriculum to the students’ individual interests. Majors may concentrate on one geographic region or on the increasing development of global interdependencies while focusing on a particular period or on movement through time. Temporal coverage ranges from the late 4th through 18th centuries. Within that range, majors choose either the medieval track (late-4th through 15th centuries) or the early modern track (15th through 18th centuries). Among the 11 courses (or 44 credits) required for the major are MDLV 101 (“Introduction to Medieval and Early Modern Studies”) and two 4-credit courses above the 100 level in Latin, Greek, Hebrew, Arabic or other research language pertinent to the student’s course of study.

A minor in Medieval and Early Modern Studies is also available.

The major and minor in Medieval and Early Modern Studies is administered by Binghamton University’s Center for Medieval and Renaissance Studies (CEMERS); the center’s director also serves as program director.

Both the major and minor are recommended for students planning to pursue graduate studies in pre-modern fields in the humanities and social sciences or as preparation for law school. Either may be taken concurrently with a major or minor in a department or another program (e.g., Women’s Studies, Latin American and Caribbean Studies, Asian and Asian American Studies). With in the limits allowed by Harpur College, two courses that count for another major or minor may be counted towards fulfilling the degree requirements in MDVL. For additional details on the major or minor, please contact the CEMERS office (607-777-2730 or cemers@binghamton.edu), visit their website (binghamton.edu/cemers) or refer to the Harpur College Bulletin.

Middle East and North African Studies

Southwest Asia (Middle East), North Africa (Maghreb), Sudanic Africa, and those countries in Europe and Asia that came under Islamic political control, or were exposed to extensive Islamic religious and cultural influences, are the primary concerns of the interdisciplinary program in Middle East and North African studies (MENA).

Students may pursue a cross-disciplinary concentration and receive a certificate of special competence. The MENA certificate complements undergraduate majors and permits certain selections that constitute a coherent course of study about this area. MENA requirements are simple. The student must successfully complete eight undergraduate courses that are MENA related. These may be in one of several disciplines and may, at the student’s discretion, include one or more language courses.

Interested students must meet with the MENA director to plan their program.

Russian and East European Studies

binghamton.edu/grs

The cross-disciplinary concentration in Russian and East European studies permits students to gain a broad interdisciplinary knowledge of one of the most important areas in the world — Russia and East Europe.

RUSSIAN STUDIES MINOR (6 courses)

TRACK 1: Language and Literature
All students must demonstrate language competence equivalent to RUSS 204. Heritage speakers may make up the language equivalence by taking RUSS 211 (Russian for Russians). For native speakers and incoming students who already know some Russian:

1. If required, students must complete the language sequence to RUSS 204 or demonstrate proficiency equivalent to RUSS 204.
2. All students must take RUSS 240 and RUSS 241.
3. All students must take either RUSS 131 or RUSS 232.

For students with no prior knowledge of Russian:

1. All students must complete the language sequence: RUSS 101, 102, 203, 204.
2. All students must choose two courses from the following: RUSS 131, 232, 240, 241.

TRACK 2: Russian and East European Studies

1. All students must demonstrate the language sequence RUSS 101-102 or demonstrate proficiency equivalent to RUSS 102.
2. All students must take RUSS 240 or 241.
3. All students must take three relevant courses in history and/or political science.

RUSSIAN AND EAST EUROPEAN STUDIES MAJOR (12 courses)

Note: Students are encouraged to consult with the IMP advisor as soon as possible to discuss interest in this major. Students are required to work with the IMP advisor in preparing a formal program before they can be admitted to the major.

1. All students must demonstrate language competence equivalent to RUSS 306. Students who enter the program with advanced proficiency may be granted a reduction in the overall number of courses required, but in no case will the number of required courses be less than 10.
2. Required non-language courses: RUSS 131 or 232, RUSS 240 or 241, one history course and one political science course. All students must take at least one course at the 300 or 400 level.
Translation Research and Instruction Program (TRIP)
trip.binghamton.edu

The Translation Research and Instruction (TRIP) program offers three degree tracks: a minor in translation studies; a graduate translation certificate; and a PhD in translation studies, the first one of its kind in the United States.

Minor in Translation Studies

The minor allows students with advanced language capabilities to show their commitment to translation either as an area of career expertise or as an area of research.

Prerequisites

Exceptional writing skills in English and a near-native command of a second language. Those who are not native English speakers must show evidence of a near-native command of English as well as an ability to write in their native language.

Requirements

- Two semesters of the Translation Workshop (TRIP 472 or 473, non-literary or literary), 8 credits in total.
- Two courses on translation studies, 8 credits in total.
- Two semesters of upper-level courses directly related to the languages chosen by the student, 8 credits in total.

Program of Courses

<table>
<thead>
<tr>
<th>Course Details</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>* TRIP 472 or 473. Translation Workshop (two semesters)</td>
<td>8</td>
</tr>
<tr>
<td>* Translation Studies courses (select 2)</td>
<td>8</td>
</tr>
<tr>
<td>Two upper-level courses related to the foreign language chosen by student</td>
<td>8</td>
</tr>
<tr>
<td>TOTAL</td>
<td>24</td>
</tr>
</tbody>
</table>

*These courses with their cross-list rubrics are acceptable.

Women, Gender and Sexuality Studies
wstudies.binghamton.edu

Women, Gender and Sexuality Studies [WGSS] is a transdisciplinary program for students who wish to explore gender and its relation to other axes of power such as, race, class, ethnicity, nationality, religion and sexuality. WGSS covers a complex variety of theoretical and empirical scholarship both within traditional disciplines and in trans-disciplinary frames in the humanities, social sciences and natural sciences, as well as combinations of the three. The program is committed to critical perspectives and bodies of knowledge that contribute to possibilities for transformation and change. Towards this end, WGSS courses emphasize participatory education in which student involvement, critical thinking and personal insight are encouraged and made relevant in the learning process.

Writing Initiative
binghamton.edu/writing

The Writing Initiative provides intensive coursework in a first-year writing program as well as individual writing support and assistance through the Writing Center. This instruction, which is informed by current research in rhetoric, writing and language acquisition studies, constitutes an important aspect of Binghamton’s commitment to providing its highly motivated students with an outstanding education grounded in the liberal arts.

For 2014-15, the first-year writing program offers two courses. WRIT 111, Coming to Voice, helps students navigate the challenge of academic writing and speaking, featuring assignments that ask students to explore their personal, civic and scholarly interest. We also offer a limited number of seats in WRIT 110, Seeing and Writing the World, for students who need or prefer additional writing experience before taking WRIT 111, Coming to Voice. Both courses emphasize diverse cultural and academic perspectives on keeping one of Binghamton University’s central missions: to nurture in students a sense of social responsibility as citizens of a diverse world.

The Writing Center is also an important component of successful writing at Binghamton University. Housed within the Writing Initiative’s suite of offices, the Writing Center is a unique, comfortable space where students meet with peer tutors and receive feedback about their writing. We provide all students — first-year through graduate students, native and ESL speakers, inexperienced to advanced writers — a place to find competent, friendly, individual and free help to improve their writing. Come visit! You will receive excellent assistance from our peer tutors and perhaps make a few new friends in the process.

You can find the Writing Initiative suite of offices on the second floor of the Bartle Library North, Room 2412. Take the stairway behind Jazzman’s Café to the second floor, turn left and walk towards the Harpur College Dean’s office. We are on the left side of the hallway.
### Directory

**HARPUR COLLEGE OF ARTS AND SCIENCES**

**General Academic Advising**  
AB-G18  (Fax 2721) 6305

**Individualized Major Program (IMP)**  
AB-G18  6305

**Pre-Law**  
AB-G18  6305

**Pre-Health**  
AB-G18  6305

**Departments and Programs**

- **Africana Studies**  
  LT-1311  2635
- **Anthropology**  
  S1-137  2737
- **Art**  
  FA-223  2667
- **Art History**  
  FA-221  2112
- **Asian and Asian American Studies**  
  LSG-665  4938
- **Biochemistry**  
  S2-320  2927
- **Biological Sciences**  
  S3-210  2438
- **Chemistry**  
  S2-226  2517
- **Cinema**  
  SW-2038  4998
- **Classical and Near Eastern Studies**  
  LT-1117  6709
- **Comparative Literature**  
  LT-1503  2891
- **Economics**  
  LT-909  2572
- **English, General Literature and Rhetoric**  
  LN-1149  2168
- **Environmental Studies**  
  S1-150  4378
- **Geography**  
  SW-227  2755
- **Geological Sciences**  
  S1-150  2264
- **German and Russian Studies**  
  LT-1403  2656
- **History**  
  LT-710  2625
- **Integrative Neuroscience**  
  S4-230B  4100
- **Judaic Studies**  
  FA-345A  3070
- **Latin American and Caribbean Area Studies (LACAS)**  
  LT-1306  4250
- **Linguistics**  
  S1-137  2737
- **Mathematical Sciences**  
  LN-2200  2148
- **Medieval Studies**  
  LN-1129  2730
- **Middle East and North African Studies (MENA)**  
  LT-1117  6709
- **Music**  
  FA-165  2592
- **Philosophy**  
  LT-1207  3616
- **Philosophy, Politics and Law**  
  LT-1207  3616
- **Physics, Applied Physics and Astronomy**  
  S2-256  2217
- **Physics/Electrical Engineering**  
  S2-256  2217
- **Political Science**  
  LNG-60  2946
- **Psychology**  
  S4-230  2449
- **Romance Languages and Literatures**  
  LT-510  2645
- **Sociology**  
  LT-407  2628
- **Theatre**  
  FA-127  2567
- **Translation Research Instruction Program (TRIP)**  
  LT-1508  6726
- **Women’s Studies**  
  LN-1105  2815
- **Writing Initiative**  
  LN-2412  6725

**Professional School Advising Offices**

- **College of Community and Public Affairs**  
  UDC 403  2841
- **Decker School of Nursing**  
  AB-112  4954
- **School of Education**  
  AB-230  2727
- **School of Management**  
  AA-142  2316
- **Thomas J. Watson School of Engineering and Applied Science**  
  EB M002  6203

**Administrative and Student Services Offices**

- **Admissions Office**  
  AA-152  2171
- **Career Development Center**  
  UU 133  2400
- **Center for Academic Excellence**  
  CIW Library  5985
- **Counseling Center**  
  LN-1202  2772
- **Discovery Centers**  
  CIW, Hinman, Mountainview and Newing  5985
- **Educational Opportunity Program**  
  UU 256  2791
- **English as a Second Language Program**  
  LN-2412  6725
- **Financial Aid and Student Records**  
  SW-119  2428
- **Students with Disabilities, Office of**  
  UU-119  2686
- **Writing Center**  
  LN-2412  6725

Binghamton’s area code is 607. The local exchange for all the extensions listed below is 777. Extensions may be accessed on campus by dialing a 7 before the four-digit extension number.

Binghamton website: www.binghamton.edu
## 2014-15 Binghamton University Calendar

### FALL SEMESTER 2014

**Aug 20**  Graduate student pre-semester registration, fall 2014  
**Aug 20**  Undergraduate pre-semester registration, fall 2014  
**Aug 28**  Residence halls open for new students 9 a.m.  
**Aug 29**  Residence halls open for returning students 9 a.m.  
**Sept 2**  Classes begin  
**Sept 12**  Course add deadline*  
**Sept 12**  Course drop/delete deadline*  
**Sept 24**  Classes recess 1 p.m.  
**Sept 24**  Residence halls close 2 p.m.  
**Sept 25-26**  No classes (Rosh Hashanah)  
**Sept 28**  Residence halls open 2 p.m.  
**Sept 29**  Classes resume  
**Oct 3**  Classes recess 1 p.m. (Yom Kippur)  
**Oct 6**  Classes resume  
**TBD**  Registration and academic advising for spring 2015  
**Oct 31**  Course withdraw (with a "W")/change grade option deadline*  
**Oct 31**  Last day for seniors to submit an application for degree for fall 2014  
**Nov 26**  Classes recess 1 p.m.  
**Nov 26**  Residence halls close 2 p.m.  
**Nov 27-28**  No classes (Thanksgiving)  
**Nov 30**  Residence halls open 2 p.m.  
**Dec 1**  Classes resume  
**Dec 12**  Last day of classes  
**Dec 13-14**  Reading Period  
**Dec 14**  Fall Commencement ceremony  
**Dec 15-19**  Final examinations  
**Dec 20**  Residence halls close 11 a.m.  

### WINTER SESSION 2015

**Jan 5-23**

### SPRING SEMESTER 2015

**Jan 22**  Residence halls open 9 a.m.  
**Jan 23**  Pre-semester registration, spring 2015  
**Jan 26**  Classes begin  
**Feb 6**  Course add deadline *  
**Feb 6**  Course drop/delete deadline*  
**Mar 27**  Course withdraw (with a "W")/Change grade option deadline*  
**Mar 27**  Last day for seniors to submit an application for degree for spring 2015  
**Apr 3**  Classes recess at 1 p.m.  
**Apr 3**  Residence halls close 2 p.m.  
**Apr 6-12**  Spring Recess (Passover, Easter)  
**Apr 12**  Residence halls open 2 p.m.  
**Apr 13**  Classes resume  
**TBD**  Registration and academic advising for fall 2015  
**May 8**  Last day of classes  
**May 11-15**  Final examinations; residents must vacate residence halls 24 hours after last exam  
**May 15-17**  Commencement ceremonies

### SUMMER SESSION 2015

- **Term I**: May 26-June 26  
- **Term II**: July 6-August 7  
- **Term III**: variable

* Courses meeting less than the full semester have proportionately adjusted deadlines

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**CALENDAR SUBJECT TO REVISION**
**BU BRAIN QUICK-START:**

1. Log in to BU BRAIN using Your PODS username and password at https://bubrain.binghamton.edu.
2. Navigate to the Student tab, and find the Registration tab.
3. Select Add or Drop Classes in the list of options.
4. Select the term (semester) you are registering for when prompted.
5. You will then access the main class worksheet, where you are able to either directly enter the Course Registration Number (CRN), or perform a class search.

   **CRN Direct Entry:** To enter the CRN for an instant course addition, type in all of the CRNs you have written in the worksheet.
   - Once all courses are entered, click submit. All classes that can be successfully added will now appear in your schedule.
   - Error messages will appear if you are unable to register for a course.
   - If you do not have CRN's for alternate courses, you are always able to search for courses, and instantly add it to your schedule from the search screen.
   - Your courses are registered instantly, so you can safely navigate to the search screen without fear of losing a course.

   **Class Search Method:** To perform a class search, click the class search button to open the search engine. Enter as many search items and terms as possible to narrow your search. The more specific you are, the speedier the search.

   The resulting list will let you instantly register for classes. Select/check the box to the left of the class, and click REGISTER at the bottom of the page. Note: when a “C” appears, the class is closed.

   The system will instantly try to register you. After clicking REGISTER you will be returned to the worksheet, where the class will appear in your schedule. If there are any errors (course restrictions, instructor permission required, etc...) the corresponding error message will appear below your schedule.

   **Note:** You have the option of adding the CRN of the selected course to the worksheet CRN entry area by using the ADD TO WORKSHEET button as opposed to the REGISTER button. If you do so, you are not instantly registering or reserving the class. This only brings the CRN to the worksheet - it does not hold your class or permit you to see the class in your schedule.

   Click REGISTER if you want to instantly attempt to register your class, or to be assured you can enter the class.

6. Repeat the above processes as many times as is necessary to complete your schedule.
7. The scheduling process is instant. To return to BU BRAIN, click the Return to My Courses Tab link in the top left of your screen.

   You can return to the registration tools anytime to review your schedule. You can also review your schedule using the My Courses tools in BU BRAIN.