

General Information

Admissions Office

Brighton Campus, Bldg. 1-211
(716) 292-2200

Damon City Campus, Student Services
Center, Room 5-242
(716) 262-1740

Admission is determined without regard to the race, color, creed, sex, national origin, or disability of applicants. While Monroe County residents are given first priority in admission, the College welcomes applications from those who reside outside the county.

Pursuing a Degree Or Certificate (Matriculation):

Students interested in pursuing a degree or certificate at Monroe Community College must apply to a particular program through the Admissions Office and meet all entrance requirements for that program. In order to earn a degree or certificate, students need to be in one of the following categories:

Categories of Admission

High School Graduates

Students who will earn or have earned local or Regents high school diploma.

Early Admission

Recognizing that certain high school students may benefit either educationally or vocationally by beginning college study in a selected curriculum earlier than their scheduled college entry date, Monroe Community College offers an Early Admission Program.

The student is admitted to a specific degree program on a full-time basis at MCC before completing formal course work for the high school diploma. Successful completion of the freshman year at Monroe Community College and prior agreement with the student's high school entitles the student to their high school diploma.

Students may apply for early admission to all programs except Dental Hygiene, Nursing, and Radiological Technology. Please note early admission students are not eligible to receive Title IV (federal) Financial Aid.

General Requirements for Early Admission

- Applicants for early admission must demonstrate strong academic preparation through the eleventh grade and meet the admission requirements for the particular program.
- Applicants must be recommended by their high school guidance counselor and must complete an interview with an admissions counselor.
- An early admission contract must be signed by the student and the high school counselor and submitted to the Admissions Office. These forms are available in the Admissions Office.
- Before acceptance, all early Admission candidates must take the MCC placement test and receive a score that is at the college level.

Deadlines for application:

August 1 for the September (Fall) semester, and December 1 for the January (Spring) semester.

Prospective Students Who Have Earned a High School Equivalency Diploma (GED)

Students Without a High School Diploma

Prospective students who have not earned a high school Diploma or GED, but whose scheduled date of graduation has passed must meet minimum federal requirements on our placement exam in order to be considered for admission to the College.

Transfer Students and Advanced Standing Credit

A candidate for admission to Monroe Community College who has completed courses through part-time study at MCC, or who has attended another institution of higher learning, is required to follow the regular application procedure. In addition, the candidate must also request the registrar of the college(s) previously attended to send to the Admissions Office, Monroe Community College, an official transcript of his or her academic record. The transcript(s) must be received before a decision can be made on the application. Applicants are sent an evaluation of transfer credit after admission to the college.

Credit from the college-level United States Armed Forces Institute, college-level General Education Development

Test, College-Level Examination Program (CLEP), DANTES, New York State Proficiency Examination, and Regents External Degree may be accepted. All candidates for a degree must successfully complete at least 24 credit hours acceptable toward a degree at Monroe Community College. Only courses completed at Monroe Community College are used in computing cumulative grade-point average.

Readmitted Student

A student wishing to be considered for readmission must complete an application to the college.

Important Note: Students who wish to return to the College and be considered for financial aid but do not have a diploma or GED must complete Placement Testing and score at federally approved levels prior to being readmitted.

Second Degree Candidates

A student wishing to pursue a second degree at Monroe Community College must reapply for admission into that program. Once admitted to the second-degree program, a student would then be entitled to apply for any financial aid for which he or she may be eligible.

Individualized Education Plan (IEP) Diplomas

The State Education Department has ruled that unlike the high school diploma or the high school equivalency diploma, an IEP Diploma "is not an indicator of successful completion of high school study"; it reflects a purely subjective measure of achievement.

Community colleges are therefore under no legal obligation to accept such students under the terms of the State's full opportunity policy.

Any student with an IEP Diploma or those who do not have a high school diploma or its equivalent, must successfully complete an independently administered ability to benefit test as required by the U.S. Department of Education pursuant to Section 484 (d) of the Higher Education Act of 1965, to be considered for admission. The MCC placement exam is used to demonstrate ability to benefit.

Admissions

Home Schooling & Correspondence High School Diplomas

According to the Regulations of the Commissioner of Education, section 100.10, *“Students instructed at home are not awarded a high school diploma. A high school diploma may only be awarded to a student enrolled in a registered secondary school who has completed all program requirements set by the Regents, the school or the district”*. Therefore, home schooled students, who wish to apply to the college, must meet minimum federal requirements on our placement exam and the date of their regularly scheduled graduation must be passed.

Students possessing non-traditional high school diplomas, such as correspondence schools, must provide proof that the Department of Education from the state that the diploma was issued recognizes this diploma as indication of regular high school graduation.

International Students

Any applicant who is not a citizen, or documented permanent resident (non-immigrant) of the United States and wishes to study at the College must do so under an F-1 (student) visa and is considered an international throughout their academic stay.

Application/Admission Procedures for International Students

1. Write to the Admissions Office to obtain an International Student information packet and application.
2. Demonstrate a minimum of “C” average in their secondary school preparation.
3. Meet program of study requirements as outlined in this catalog. Programs of study that are available to International Students are listed in the information packets. International students cannot be admitted to our English for Speakers of Other Languages (ESOL) program.
4. Submit documented evidence of adequate financing to cover cost of tuition, fees, books, room, board, and other living expenses. Be aware that financial aid is not available to international students at Monroe Community College.
5. Submit translated high school and college transcripts.
6. All applicants from countries where English is not the primary language

or the language of education must submit the results of the Test of English as a Foreign Language (TOEFL). Minimum score for consideration is 500 (or 173 on the computerized TOEFL). Applicants with lower TOEFL scores will not be admitted.

7. New York State law requires that all international students carry sickness, repatriation and evacuation insurance.

Application Deadline for International Students

Applicants for January admission must complete admissions procedures by November 15. Applicants for September admission must complete admissions procedures by June 1. Applicants should take special note of the length of time required to process admissions inquiries and credentials. Final evaluation will take place when all admissions credentials have been submitted. If admitted to a degree program (International Students cannot be admitted to the ESOL program), the applicant will be issued an I-20. Anyone requiring a student visa cannot register as a full-time non-matriculated student.

To request information on the Test of English as a Foreign Language (TOEFL) write to: P.O. Box 6151, Princeton, NJ 08541-6151, USA. Telephone (609) 951-1100, fax (609) 771-7681.

Official score reports will be sent directly from Educational Testing Service (ETS) to Monroe Community College, if designated by the applicant.

Registering for Courses for Personal Enrichment (Non-matriculated):

A non-matriculated student is one who is taking courses to satisfy personal needs and interests without applying for candidacy for a degree or certificate. Students attending non-matriculated are not eligible to receive financial aid. The college reserves the right to require placement testing and/or a personal interview for anyone wishing to register for classes. Non-matriculated students required to take placement testing must score at a satisfactory level according to Monroe Community College in order to register. MCC also reserves the right to deny registration privileges to any student who does not comply with this procedure.

Application Process

Why apply?

- Lock in degree requirements
- Apply for financial aid
- To receive advisement information for your program
- Work toward an associate’s degree
- Preferential registration
- Bond with department faculty
- To attain full-time status

“Matriculation” is not the same as registration. A matriculated student is one who has applied for and been formally accepted into a degree or certificate program.

You must be admitted into a degree program (“matriculated”) in order to be eligible to receive financial aid, receive a degree, or register for more than 11 credits in a semester.

We encourage students to matriculate before completing 9 to 12 credit hours in order to make the most efficient progress toward a degree.

To apply for admission, contact the Admissions Office and ask for an admissions packet.

Choosing a program

Program choices are listed on page 21.

If you know what career you want to pursue, but don’t find it listed, contact the Admissions Office or Transfer and Placement Office for advisement. If you are undecided about a program choice, you can choose the Undeclared option. Choosing this option allows you time to explore different career options and discuss opportunities with department faculty in programs that interest you.

When to Apply

For both the Fall and Spring semesters, the Admissions Office begins accepting applications on the first business day after Labor Day in September.

Certain programs, such as Computer-Related Programs, Dental Hygiene, Radiologic Technology, and Nursing, normally fill early in the application year. Applicants to these programs are encouraged to apply as soon as possible after Labor Day.

For other programs, an early application will help assure qualified applicants of acceptance to the program of their choice.

Application Procedure

An application packet may be obtained from area high school guidance offices or requested from the Admissions Office, Monroe Community College, P.O. Box 92808, Rochester, NY 14692-8908, (716) 292-2200. Applications may also be completed on-line at MCC's Website: www.monroec.edu

To apply, complete the following:

1. Application for admission
2. Application fee (\$20)
3. Transcripts from high school and college (if applicable). Applicants with General Equivalency Diplomas must also submit their score reports.
4. Placement testing.

The results of standardized tests such as the American College Test (ACT) or the SAT assist the Admissions Committee in admissions decisions, but are not a requirement for admission. Those planning to transfer to a four-year college should give attention to such examinations if the transfer college requires them.

Interviews are required only when the Admissions Committee would like either to provide or receive more information. However, interviews are encouraged for students who wish to discuss their plans. In such cases, the Admissions Office will arrange for the interview.

Notification of Acceptance

The Admissions Office begins to send letters of acceptance in December for those applying for Fall semester, and in October for those applying for Spring semester.

After Acceptance

New students may be required to complete the following procedures:

Placement Testing: a process for applicants or new students, which identifies current skill levels in writing, reading, and mathematics. Your placement scores (and other skill indicators) will help you and your MCC counselor select the appropriate courses for you.

Orientation and Advisement: an opportunity to learn about Monroe Community College programs, classes, and services. During orientation and advisement, you will meet with a counselor to discuss your assessment results and your educational plans, and to receive advice in selecting your classes.

Registration: your official enrollment in MCC classes. The registration process includes completing the registration form, paying tuition and fees, and receiving your class schedule.

Conditional Acceptance

An applicant may be accepted conditionally. This means that the student must satisfy certain requirements before or during the first semester. Examples of conditional acceptance include:

- Submission of transcripts
- Completion of entrance requirements
- Specific course work must be completed either prior to admission or during the first semester of enrollment.
- A minimum grade point average for the first semester of enrollment.
- Limited credit hours.

Failure to satisfy conditions can forfeit your admission or result in academic suspension.

Medical History

All applicants will be sent a health history form. This form should be completed and returned to MCC's Office of Health Services.

All students approved for admission to Nursing, Radiologic Technology, EMT, and Dental Hygiene will be required to submit, in addition to the Health History form, a completed Physician's Physical Examination report. The form will be mailed to students after admission.

Immunization

New York State Public Health Law 2165 requires post-secondary students attending colleges and universities to demonstrate proof of immunity against measles, mumps, and rubella. This law applies to anyone born January 1, 1957 or later and who is taking six or more credit hours. For more information contact Health Services at (716) 292-2018

Campus Interviews

Although it is generally not a required part of the admissions process, a personal interview may be requested. The Admissions staff welcomes the opportunity to meet prospective students and discuss college plans. To arrange an interview, write or call the Admissions Office on the Brighton Campus, or the Student Services Office at the Damon City Campus, at least one week in advance for an appointment.

Brighton Campus:
Admissions Office
Monroe Community College
P. O. Box 92808
Rochester, NY 14692-8908
(716) 292-2200

Damon City Campus:
Student Services Office
Damon City Campus
Monroe Community College
P. O. Box 92806
228 East Main Street
Rochester, NY 14604
(716) 262-1740

Campus Tours

Brighton Campus, (716) 292-2200
Damon City Campus, (716) 262-1757
Applied Technologies Center,
(716) 292-3700

Applicants are encouraged to visit Monroe Community College's Brighton Campus, Damon City Campus and Applied Technologies Center.

Tours of the Brighton Campus are conducted from the Admissions Office. Call the Admissions Office for a schedule of tours. Tours of the Damon City Campus may be arranged through the Damon Campus Center. Tours of the Applied Technologies Center are handled through the individual departments housed there. Requests for special group tours are encouraged and easily honored with some advance notification.

Honors Program

Honors courses are available to qualified students in all programs.

For new students, eligibility is based on prior academic records, courses taken, grades, class standing, and/or letters of recommendation.

For continuing MCC students, eligibility is based on completion of at least 12 hours, with a minimum grade-point average of 3.25 and/or recommended by a professor.

For more information, contact the coordinator of honors studies at (716) 292-3351.

Part-time Study

MCC is attuned to the educational interests and needs of adults or non-traditional students. To fulfill its distinctive role of serving the entire community, the College provides programs in many

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places, at many different times of the day and evening.

Lifelong learning encompasses acquiring or updating vocational skills, expanding knowledge of special interest areas, cultural enrichment and community education. MCC offers courses, both credit and non-credit, to provide these learning opportunities for adult, part-time students.

Locations

In addition to the Brighton Campus and Damon City Campus, courses are offered in Greece and Webster and in corporate settings throughout Monroe County.

Course Flexibility

Courses are offered in early morning, evenings and Saturdays. A Schedule of Courses is published prior to Spring and Fall semesters and Summer Sessions.

Distance Learning

Internet and television courses are a growing alternative to traditional on-campus courses. Internet courses are offered through the SUNY Learning Network. For more information, call 1-800-875-6269 or visit the SUNY Learning Network website at <http://www.sln.suny.edu/sln>.

Electronic learning is especially useful for students with irregular or full-time work schedules, for those with family responsibilities, for students with physical disabilities and for those who lack transportation.

Summer Sessions

Summer credit courses start at various dates and are offered days and evenings, at both MCC campuses and in Greece and Webster. Enrollment is open to any student who has satisfied course prerequisites. Summer Session courses are taught at an accelerated pace.

GED Earned through College Credit (24 Credit Hour Option)

Prospective students who have not earned a high school diploma or equivalency, but whose scheduled high school graduation date has passed, may be issued a New York State High School Equivalency Diploma after successfully completing 24 college credits as prescribed by the NYS Education Department. These credits must apply towards a degree or certificate program at Monroe Community College.

Placement testing must be completed prior to admission. Minimum scores on the placement test must be achieved based on Federal requirements in order to be admitted.

“Fresh Start Program”

Are you thinking about returning to MCC but worried that poor grades (D's or F's) from your past academic career will have a negative impact on your future GPA? If you have not attended MCC for at least three or more years, and are returning in the same academic program, you may be eligible for a “Fresh Start.” If you are changing program and want more information, contact the Admissions Office at (716) 292-2200. If you are remaining in the same program, contact the Records and Registration Office at (716) 292-2300.

Admission of Ex-Offenders

The College will consider an application for admission from a parolee or a prospective parolee. The College reserves the ultimate decision on acceptance or rejection of any application. An individual with a felony conviction may not be able to obtain licensure in certain professions.

Registration

Currently enrolled students are scheduled for registration before the end of each semester for the following term's classes. The order of registration is determined by the credit hours accumulated in the student's currently enrolled program classification. Students with more credit hours can register before students with fewer credit hours.

New and Transfer students register in person at assigned times prior to the start of each semester. Students are notified by mail of their scheduled registration date.

Students may register in one of the following ways:

- 1) By touch-tone telephone. Check the telephone registration schedule in each semester's Advisement and Registration Guide to see if this option is available to you.
- 2) In person, according to credit hours accumulated. Through Priority Registration, currently enrolled students with more credit hours register before those with fewer or no credit hours.
- 3) By mail, with payment, on a first-come, first-served basis once priority registration has ended.
- 4) In person, on a first-come, first served basis once priority registration has ended.
- 5) By fax, on a first-come, first-served basis. Registration fax number is (716) 292-3850.
- 6) By the web at www.monroecc.edu.

Contact the Registration and Records Office for more information and questions regarding registration.

Interrupted Attendance (“Stopping Out”)

Important information for (matriculated) students in degree programs:

If you did not attend MCC during the previous semester (“stopping out”), you may need to reapply for admission in order to register for classes.

Please check which of the situations below fits your circumstances and follow the instructions:

- If you were a matriculated full-time student before you stopped out, and wish to continue as a full-time student: contact the Admissions Office to reapply for admission.
- If you were a matriculated part-time student with a GPA of 2.0 or greater before you stopped out and wish to continue as a part-time student in the same program: you will automatically be re-matriculated when you register for classes.
- If you were a matriculated part-time student with a GPA of less than 2.0 before you stopped out, and wish to continue as a part-time student in the same program: Contact the Admissions Office to re-apply for admission.

- If you were matriculated in a high-demand program (i.e., Nursing, Radiological Technology, Dental Hygiene, and Health Information Technology), you will be re-matriculating into Liberal Arts - General Studies and will need to contact the Counseling Center to discuss the program change process.
- If you attended full-time and wish to continue part-time in the SAME program, you will automatically be re-matriculated when you register for classes.

- If you attended full-time and wish to continue part-time in a NEW program: Contact the Admissions Office to re-apply for admission.

Cross Registration

As a member of the Rochester Area Colleges, Inc. (RAC), Monroe Community College participates in the Cross-Registration Program. This program allows full-time matriculated students to register for a course at another RAC college or university on a space-available basis. Students may register only for courses that are not offered at MCC

during the semester, and only after the students at the other institution have completed their registration. There is no tuition charge for Cross-Registration providing the student is a full-time student (minimum of 12 credit hours) at MCC. Further details, information, and forms regarding the Cross-Registration Program are available in the Records and Registration Office.

Transcripts

A student may request an official transcript by:

- Downloading a request form from the MCC website at www.monroecc.edu.

OR

- Completing a transcript application form available in the Records and Registration office.

OR

- Writing to Records and Registration stating name, social security number and designated recipients.

There is a \$3.00 fee for each transcript requested.

If a student has an outstanding debt to the college, academic records will not be released until full payment is made.

All official transcripts are mailed to the designated recipient.

Non-Matriculated Student

A non-matriculated student is one who is taking courses to satisfy personal needs and interests without applying for candidacy for a degree. Students attending non-matriculated are not eligible to receive financial aid. The college reserves the right to require placement testing and/or a personal interview for anyone wishing to register for classes. . Non-matriculated students required to take placement testing must score at a satisfactory level according to Monroe Community College in order to register. The college also reserves the right to deny registration privileges to any student who does not comply with this procedure.

Programs of Study

Transfer Programs

These two-year programs of study, leading to an A.A. or A.S. Degree, provide an opportunity to complete the first two years of study toward a baccalaureate degree. The third and fourth years of study would be completed at a four-year college or university to which the student transfers after completion of the program at MCC. Because each four-year institution has its own requirements, any student planning to transfer is advised to select courses in consultation with a transfer counselor, department chairperson or a faculty member.

MCC offers specific transfer curricula leading to the A.A. or A.S. degree in:

Business Administration
 Business: International Business
 Communication and Media Arts
 Computer Information Systems
 Computer Science
 Criminal Justice
 Engineering Science
 Liberal Arts and Sciences
 Performing Arts: Music
 Secretarial Science (Office Technology)
 Physical Education Studies

These programs are designed for students who plan to transfer to a baccalaureate degree program. If you are interested in pursuing a course of study not listed, contact an admissions counselor to plan a program that will meet your educational goals.

1+1 Articulated Degree Programs

To provide access to new programs offered by other SUNY community colleges, MCC has developed articulation agreements. These agreements allow you to matriculate in the other college's program while enrolling in courses at MCC. Programs which have been articulated include:

- Occupational Safety and Health (A.S) with Niagara County Community College
- Respiratory Care (A.A.S.) With Genesee Community College

For specific information, contact the Office of Admissions, 292-2200.

2 + 2 Cooperative Degree Programs

The 2 + 2 Cooperative Degree programs are an innovative way to obtain an associate's degree at MCC, with the guarantee of admission to one of the participating four-year colleges with full transfer credit and full junior status. (The College also has articulation agreements that facilitate transfer to other colleges and universities. See College Transfer Services on page 176.)

The 2 + 2 Cooperative Degree program is appropriate if you know you want to transfer to:

Alfred University, NYS College of Ceramics
 Clarkson University
 Hobart and William Smith Colleges
 Keuka College
 Nazareth College
 Niagara University
 Rensselaer Polytechnic Institute
 Roberts Wesleyan College
 Rochester Institute of Technology
 St. Bonaventure University
 St. John Fisher College

SUNY Colleges at:

Brockport
 Buffalo
 Cortland
 Fredonia
 Genesee
 Oswego

SUNY, University at Buffalo

SUNY, College of Environmental Science and Forestry

SUNY Upstate Medical University

University of Rochester

University of Plymouth, England

Applicants to 2+2 Cooperative Degree Programs are expected to present strong records of academic achievement, preferably in a Regents program. A minimum of four years of high school English, three years of mathematics and social studies, and two years of science are required. Additional requirements vary according to the program selected.

2 + 2 Cooperative Degree Programs are just one of many ways MCC students transfer to four-year institutions. Last year, MCC students transferred to approximately 80 colleges and universities.

Liberal Arts Transfer Opportunities

Interested in a pre-professional, health or education-related bachelor's degree? If you do not find the field that interests you in the list below, you may be able to use the Liberal Arts General Studies (A.S.) degree to get started.

Architecture
 Dietetics
 Education
 Nutrition
 Occupational Therapy
 Physician's Assistant
 Physical Therapy
 Pre-Dentistry
 Pre-Law
 Pre-Medical
 Pre-Veterinary Science

If you're interested, the first step is to make an appointment with an Admissions Counselor at 292-2200 to discuss your educational goals. Then, contact the Transfer and Placement Office at 292-2248 to discuss course selections.

Career Programs

MCC career programs leading to an A.A.S. degree are designed for students who plan to enter the job market after completing their degree programs at MCC. Students who complete career programs at MCC and decide to continue at four-year institutions find that most of their MCC credits are transferable.

For a complete listing of career programs at MCC see page 21.

Certificate Programs

Certificate programs, listed on page 21, are offered for students who want a high degree of specialization in a short program of instruction. Certificate programs vary from 15 to 32 college credits. Specialized courses for some certificate programs are available only in day sessions.

Reserve Officer Training Corps (ROTC)

MCC students may participate in ROTC programs at the University of Rochester (Navy) and Rochester Institute of Technology (Air Force and Army). For information on Air Force ROTC, call (716) 475-5196; Army ROTC call (716) 475-2881; for Navy ROTC, call (716) 275-4275.

International Studies

(716)292-2195

The need for international experience has never been greater. We live in a global society and students who want to succeed in it have to prepare for the future. MCC aims to equip its graduates with skills, knowledge, understanding and global culture literacy that will enable them to function effectively in a complex, interdependent world. The college offers credit-bearing courses in the British Isles and/or other locations.

The MCC international course offerings may vary from year to year, depending on student demand. Currently, they include Art History and Museum Studies, Celtic Mythology and International Retailing offered in two-week semesters in England and Ireland during Intersession or Summer Session. These courses are open to MCC students, students from other colleges and adults interested in experiencing education in international settings. They may be taken for college credit (3 credits each course) or audited. (Auditors are charged the same tuition as students earning credits.) Students must be at least 18 years old by departure date.

College Options for Adults

This program provides adults with flexible scheduling options.

Students in some programs can schedule classes on just two or three days a week and still carry a full-time college credit load. For example, four courses may be scheduled between 9:30 a.m. and 3:30 p.m. on Tuesdays and Thursdays during Fall and Spring semesters. Additional credits can be earned by beginning at 8:00 a.m. or by ending at 5:00 p.m. and by taking evening or Saturday classes.

It is possible to combine a variety of day, evening, and weekend classes to meet individual needs for either full or part-time study.

The Tuesday-Thursday scheduling option is available in the following programs: Accounting, Food Service Administration, Marketing, Business Administration, Human Services, Retailing, Criminal Justice, Liberal Arts/General Studies.

Preparatory courses for adults considering Engineering or Health Science are also available.

Individual and group counseling are provided to assist students to:

- Identify present and future goals
- Select appropriate academic courses

- Deal effectively with the practical problems of beginning or returning to school

- Explore opportunities for financial aid
- Specially designed seminar-style courses are available to returning adults.

“Women’s Issues: The Pursuit of Options” (SBS 125), a Social Science elective, is available at the Damon City Campus.

“Career Development for Returning Adults” (CDL 101), a General Elective, is available at the Brighton Campus.

(Please refer to the course description section in this catalog for full course descriptions.)

These courses provide adults with opportunities to:

- Meet other returning adult students
- Explore values as they relate to career choice
- Assess personal skills as they relate to today’s job market

For further information, please contact the Admissions Office, 292-2200.

Intersession

Intersession is an abbreviated session offered in January that gives students a chance to complete a three-credit course between Fall and Spring semesters.

Programs of Study

Educational Opportunity Program

The Educational Opportunity Program (EOP) is a state-funded program to help students who are educationally and economically disadvantaged. To be eligible for EOP, you must:

1. Be a New York state resident (one year).
2. Be a first-time college student (or a transfer student from an EOP or HEOP program at another college).
3. Show promise of academic achievement, but not have demonstrated strong academic success in the past. (The MCC Admissions Office will determine if you are eligible academically).
4. Meet these specific income guidelines (for students entering college on or after July 1, 2000):

Economically, a student must be a member of a household with a gross annual income that does not exceed the applicable amount set forth in the following State Education Department guidelines:

Number of members in household (including head of household)	Total annual income in preceding calendar year
1	\$ 13,450
2	20,300
3	22,850
4	27,800
5	32,400
6	37,680
7 or more	41,550 plus \$3,900 for each family member in excess of 7

Income guidelines are subject to change. Contact the EOP office for current guidelines.

The primary objective of EOP is to provide academic support services to students whose educational and economic circumstances have limited their post secondary educational opportunities. Support services include:

- 5-week pre-freshman summer program
- Ongoing counseling (individual and group)
- Academic advisement
- Educational and career planning
- LASSI testing
- Financial advisement
- Tutoring

- Study skills/orientation
- Financial assistance (the amount of assistance is based on need)
- Faculty outreach programs
- S.T.E.E.P. (Steps to Eliminate EOP Probation and Suspension Program)
- Special interest workshops

Students interested in applying to EOP must complete and submit the standard MCC Application for Admissions, as a full-time day student, indicating in the space provided their interest in EOP.

Once accepted to MCC, EOP applicants will be contacted by the EOP director. Students accepted to MCC are not automatically accepted to EOP.

New York State Liberty Partnerships Program (LPP) (716) 262-1690

The New York State Liberty Partnerships Program, funded by the New York State Department of Education, is based at Damon City Campus and serves 200 'at risk' middle and high school youth from the Rochester City School District.

Working with several organizations and area businesses, LPP provides multiple services to students as they transition from one level of education to the next.

These services include:

- Academic support including tutoring
- College and career exploration activities including tours, visits, shadowing, workshops and SAT preparation
- Personal development and counseling services
- Social and cultural activities

Work and Learn Center

Damon City Campus - Assessment Center - Room 5140

(716) 262-1530

Brighton Campus - Bldg. 3, Room 103
(716) 292-2430

The Work and Learn Center is a contract program operated jointly by MCC and the Monroe County Department of Social Services. It provides comprehensive assessment, education, training and employment services to public assistance recipients. Assessment Services are located at MCC's Damon City Campus. Academic, Employment and Support Services are offered at both Brighton and Damon City Campuses. The focus of the program is to help clients achieve

economic independence.

Assessment Services include:

- Orientation and Program Overview
- TABE Testing, Career Interest Inventory
- Employability Assessment
- Agency Referrals for Services
- Child Care and Transportation Assistance

Academic Support Services include:

- Life Skills Instruction
- Academic, Career and Financial Aid Advisement
- Personal Counseling
- Tutoring
- Child Care and Transportation Assistance

Employment Related Services include:

- Job Readiness Training
- Job Search/Job Club
- Job Placement and Post Placement Services
- Work Experience Program (WEP)

MCC Programs include:

- Short-term Training
- One-year Certificates
- Two-year Degree Programs

For more information, call the Work and Learn Center at 262-1530 or the Department of Social Services at 274-6610.

Summary of Academic Programs

Transfer Program

	HEGIS Code
Business - Business Administration - Associate in Science (A.S.) Degree	5004
Business: International Business - Associate in Science (A.S.) Degree	5099
Business: Office Technology/Secretarial Science - Associate in Science (A.S.) Degree	5005
Communication and Media Arts - Associate in Science (A.S.) Degree	5606
Computer Information Systems - Associate in Science (A.S.) Degree	5101
Computer Science - Associate in Science (A.S.) Degree	5101
Criminal Justice - Associate in Science (A.S.) Degree	5505
Engineering Science - Associate in Science (A.S.) Degree	5609
Fine Arts-Associate in Science (A.S.) Degree	5610
Liberal Arts and Sciences - General Studies - Associate in Science (A.S.) Degree	5699
Liberal Arts and Sciences - General Studies/Elementary Education pre-K-6 Dual/Joint with SUC Brockport - Associate in Science (A.S.) Degree	5699
Liberal Arts and Sciences - General Studies/English 7-12 Dual/Joint with SUC Brockport - Associate in Science (A.S.) Degree	5699
Liberal Arts and Sciences - General Studies/Social Studies 7-12 Dual/Joint with SUC Brockport - Associate in Science (A.S.) Degree	5699
Liberal Arts and Sciences - Humanities and Social Science - Associate in Arts (A.A.) Degree	5649
Liberal Arts and Sciences - Science - Associate in Science (A.S.) Degree	5649
Performing Arts: Music - Associate in Science (A.S.) Degree	5610
Physical Education Studies -Associate in Science (A.S.) Degree	5299.30

Career Programs

These two-year programs provide an opportunity for students to earn an Associate in Applied Science (A.A.S.) degree. Upon completion of the program, a student is prepared for immediate entry into a specific technical or paraprofessional career field. Emphasis is upon providing particular occupational skills; however, many students do transfer and successfully complete baccalaureate degree programs. Nonetheless, these curriculums are designed primarily for students seeking full-time employment in their chosen field after two years of college study.

Program	HEGIS CODE
Advertising: Commercial Art	5012
Air Conditioning Technology: Heating & Ventilation	5317
Apprentice Training-Automotive	5306
Apprentice Training-Machine Trades	5312
Biological Technology	5205
Business- Accounting	5002
Financial Services	5003
Marketing	5004
Retail Business Management	5004
Business: Office Technology/ Secretarial Science- Executive	5005
Legal	5005
Chemical Technology	5305
Civil Technology- Environmental Control	5408
Highways and Structures	5309
Computer Information Systems	5101
Computer Technology	5104
Construction Technology	5317
Criminal Justice- Corrections Administration	5505
Police	5505
Dental Hygiene	5203
Design (Fashion): Interior Design	5012
Electrical Engineering Technology- Electronics	5310
Emergency Medical Technician: Paramedic	5299
Fire Protection Technology	5507
Food Industry Management	5404
Food Service Administration	5404
Health Information Technology/Medical Records	5213
Hotel Technology	5010
Human Services	5501
Industrial Instrumentation Technology	5314
Manufacturing Technology: Robotics/Automation	5312
Mechanical Technology	5315
Nursing	5208.10
Optical Systems Technology	5212
Radiologic Technology	5207
Retail Business Management	5004
Travel and Tourism	5011.10
Visual Communications Technology: Graphic Arts/Printing	5012
Photography/Television	5008

Certificate Programs

Certificate programs are offered to students who desire a rather high degree of specialization in a short program of instruction. Programs vary in length from 15 to 32 college credits. All courses may be applied toward a degree should certificate students later decide to complete the associate degree requirements within their field of study.

Those interested in such programs should contact the Office of Admissions, the academic field department chairperson, or a college counselor in the counseling center.

Currently offered Certificate Programs include the following:

Program	HEGIS CODE
Civil Technology-Plane Surveying	5309
Criminal Justice- Corrections Administration	5505
Court Reporting	5005
Dental Assisting	5202
Early Childhood	5503
Electronic Publishing	5012
Electronics Technology	5310
Emergency Medical Technician	5299
Entry Level Cook	5404
Fashion Buying and Merchandising	5012
Food Management	5010
Heating, Ventilating, and Air Conditioning	5317
Human Services	5501
Industrial Instrumentation Technology	5314
Interior Design	5012
Law Enforcement	5505
Multimedia	5012
Office Technology Information Processing	5005
Medical Secretary	5005
Medical Transcription	5005
Secretarial Science - Clerk-Typist	5005
Optical Systems Technology	5212
Paralegal Studies	5099
Retail Business Management	5004
Small Business Management	5004
Precision Tooling	5312
Telecommunications Services Technology	5310

This page represents the most current listing and status of degree and certificate programs approved for MCC. Enrollment in other than registered and approved programs may jeopardize a student's eligibility for certain student financial aid awards. Please contact the Admissions Office (292- 2200) or the Curriculum Office (292- 2189) for any changes to these lists.

Admissions - Program Entrance Requirements

Admission to MCC is open to students who have earned a high school or high school equivalency diploma (GED), or who have not yet earned a diploma but whose scheduled date of high school graduation has passed. New students may be required to take a placement exam to test proficiency in mathematics, English and college reading.

While a high school Regents-level program is generally accepted preparation for most programs at the college, we encourage all students to seek admission. The chart below lists specific courses that are required or strongly recommended to ensure success in the individual program of choice.

Students who are interested in pursuing programs for which they are not currently prepared should consult with the Admissions Office for extended options that will provide the necessary preparation.

Career And Transfer Programs, Certificates And Advisement Sequences

Programs	Career Choices	Required High School Courses	Program Appeals To
BUSINESS PROGRAMS			
Accounting (A.A.S.)	Commercial or industrial accounting clerk, accountant trainee, cost clerk.	(Sequential) Math I (Sequential) Math II with grades of C or higher	Appeals to students with strong mathematics skills, who are interested in accounting concepts, management, business law, and social sciences courses
Business Administration (A.S.)	Transfer to bachelor's degree programs in business administration or related fields for entry-level executive training programs.	(Sequential) Math I	Appeals to students planning to transfer to a four-year college or university with a major in accounting, finance, management, marketing, human resources, management information systems, or other business-related field.
Business: Financial Services (A.A.S.)	Work as an entry level professional in the fields of banking, real estate, brokerage and related financial areas	(Sequential) Math I	Appeals to students with strong mathematics skills who want to become real estate agents, brokers, insurance agents, financial services representatives, or financial planners.
International Business (A.S.)	Transfer to bachelor's degree programs leading to careers in international trade and commerce, law, banking, and marketing in both private and public sectors, and diplomacy.	(Sequential) Math I (Sequential) Math II (Sequential) Math III	Appeals to students with prior coursework in foreign languages, excellent technical skills, and an interest in world cultures.
Marketing (A.A.S.)	Prepares students for entry level positions in many areas of opportunity in the field of marketing, including sales, advertising, sales promotion, marketing research, and distribution.	1 year mathematics	Appeals to students interested in sales, advertising, sales promotion, marketing research, and distribution.
Office Technology (Secretarial Science) (A.S.)	Transfer to bachelor's degree programs in business education	(Sequential) Math I	Appeals to students interested in teaching in business-related areas in the high school.
Office Technology (Secretarial Science) (A.A.S.)	Secretary; technical secretary; secretary for city, county, federal government offices.	1 year mathematics	Appeals to students interested in management and office support services and who want to become executive secretaries.
Office Technology, Executive (Secretarial Science) (A.A.S.)	Executive secretary; technical secretary; secretary for city, county, federal government offices.	1 year mathematics	Appeals to students who are detail-oriented and interested in working in the legal secretarial field.
Office Technology Legal (Secretarial Science) (A.A.S.)	Career opportunities in law offices, financial institutions and government agencies.	1 year mathematics	Appeals to students who are detail-oriented and interested in working in the legal secretarial field.
Retail Business Management (A.A.S.)	Retail store manager, salesperson, sales manager, buyer, display technician or supervisor, fashion coordinator.	1 year mathematics	Appeals to students looking to become store managers, salespeople, sales managers, buyers, display technicians and supervisors, or fashion coordinators.

Programs	Career Choices	Required High School Courses	Program Appeals To
COMMUNICATION PROGRAMS			
Advertising, Commercial Art (A.S.)	Commercial Artist	(Sequential) Math I 1 year science (Art Courses and a portfolio recommended)	Appeals to students who want to transfer to bachelor's degree programs in commercial art, commercial illustration and media arts to work for advertising agencies, publishers, printers, in-house agencies or free-lance artists or designers.
Communication & Media Arts (A.S.)	Prepares students to transfer to bachelor's degree programs that lead to careers in broadcasting, journalism, advertising, public relations, corporate and technical communication.	(Sequential) Math I 1 year science	Appeals to students interested in improving their writing, speaking, and presentation skills, and who plan to transfer to four-year colleges as communication majors.
Interior Design A.A.S.	See Liberal Arts section		
Visual Communication Graphic Arts/Printing (A.A.S.)	Graduates are employed in internal corporate communication departments and small printing firms.	1 year mathematics	Appeals to students interested in creating graphics and advertising art, designing newsletters, producing graphic materials, and running printing presses.
Visual Communication Photo/Television (A.A.S.)	Graduates may be employed as technicians at television stations and internal corporate communication departments.	1 year mathematics (Photography recommended)	Appeals to students interested in video and TV production, filmmaking, and still photography.
COMPUTER-RELATED PROGRAMS			
Computer Information Systems (A.S.)	Transfer to bachelor's degree programs that lead to careers such as programmer trainee, junior programmer, minicomputer programmer, PC programmer, maintenance programmer, computer operator, lead computer operator, minicomputer operator, help desk administrator, PC support specialist, office automation technician, LAN support technician.	(Sequential) Math I (Sequential) Math II (Sequential) Math III (Typing or keyboarding recommended)	Appeals to students planning to pursue a bachelor's degree and eventually seek careers as programmers, systems administrators, operators, and technicians.
Computer Information Systems (A.A.S.)	Programmer trainee, junior programmer, programmer, minicomputer programmer, PC programmer, maintenance programmer, computer operator, lead computer operator, minicomputer operator, help desk administrator, PC support specialist, office automation technician, LAN support technician.	(Sequential) Math I (Sequential) Math II (Sequential) Math III (Typing or keyboarding recommended)	Appeals to students interested in writing computer code and using application software packages to meet the needs of computer information systems users.
Computer Science (A.S.)	Transfer to bachelor's degree programs in computer science.	(Sequential) Math I (Sequential) Math II (Sequential) Math III Pre-calculus 2 years laboratory science including Physics	Appeals to imaginative, versatile students with mathematics and communication skills, who are looking to transfer to a baccalaureate degree program in Computer Science.
Computer Technology (A.A.S.)	Computer applications technician, customer engineer, field-service engineer, computer maintenance technician. Transfer to 4-year program in computer technology or computer engineering.	Grades of C or higher in: (Sequential) Math I (Sequential) Math II (Sequential) Math III (Typing or keyboarding recommended)	Appeals to students interested in studying the hardware and software components of computer systems, and those looking for training in electronic instrumentation, troubleshooting and debugging techniques, computer and network fault diagnosis, computer peripherals, and assembly language programming.

Admissions - Program Entrance Requirements

Programs	Career Choices	Required High School Courses	Program Appeals To
ENGINEERING AND THE TECHNOLOGIES PROGRAMS			
Engineering Science (A.S.)	Transfer to junior/senior bachelor programs in aeronautical, chemical, civil, computer, industrial materials, mechanical, optical and all other engineering options. 2+2 options are available, see 2+2 section on page 32.	(Sequential) Math I (Sequential) Math II (Sequential) Math III Pre-calculus 3 years of science (including Chemistry and Physics)	Appeals to students planning to pursue a bachelor's degree in aeronautical, chemical, civil, computer, industrial materials, mechanical, optical or other engineering fields.
Air Conditioning Technology: Heating and Ventilating (A.A.S.)	Field service technician, service representative, system detailer/designer, sales representative	(Sequential) Math I	Appeals to students planning to become service technicians, service representatives, system detailers/designers, or sales representatives.
Automotive Apprentice Training - (3 years evening courses) (A.A.S.)	Automotive technician	(Sequential) Math I High school diploma/equivalency Valid driver's license	Appeals to students who enjoy working on cars and plan to become automotive technicians.
Apprentice Training - Automotive GM/ASEP Lexus/Toyota Technical Education Network; (A.A.S.)	Automotive technician	(Sequential) Math I High school diploma/equivalency Valid driver's license	Appeals to students who enjoy working on cars and plan to become automotive technicians.
Apprentice Training - Machine Trades (A.A.S.)	Machining operator, tooling and machining apprentice, machine set-up operator, and with more experience and time, CNC Programmer, mold maker or specialized machine builder.	Apprentice or journeyman in machine trades. High school diploma or GED.	Appeals to students who like hands-on work, who have technical abilities and like solving problems.
Biological Technology (A.A.S.)	Technician in bioanalytical work in pharmaceutical companies, food research, biomaterials industries, universities, genetic engineering, and agricultural research and applications.	(Sequential) Math I (Sequential) Math II (Sequential) Math III Biology and Chemistry with grades of C or better	Appeals to students interested in studying the science (recombinant DNA technology, protein engineering, industrial microbiology) as well as the social and ethical issues of the field, and who want to become technicians in pharmaceutical companies, biomaterials industries, universities, genetic engineering companies, or food and agricultural research areas.
Electrical Engineering Technology: Electronics (A.A.S.)	Engineering aide, design research and development aide, test and calibration technician, sales and service technician, working in computers, communications, industrial or general electronics applications. Possible transfer to bachelor's program in electrical engineering technology or electrical engineering.	(Sequential) Math I (Sequential) Math II (Sequential) Math III with grades of C or higher (Trigonometry or MTH112 recommended)	Appeals to students interested in designing, developing, testing, and supervising the manufacture of electrical and electronic equipment.
Fire Protection Technology (A.A.S.)	See Service Programs		Appeals to students with self-discipline, courage, mechanical aptitude, endurance, strength, and a sense of public service, who are interested in providing fire protection to the general population.
Industrial Instrumentation Technology (A.A.S.)	Engineering aide, manufacturing process technician, test and calibration technician, assistant engineer-equipment installation, instrument design and fabrication.	(Sequential) Math I (Sequential) Math II (Sequential) Math III	Appeals to students interested in studying the fundamental principles of physical measurement and automatic control in electrical, mechanical, pneumatic, and hydraulic systems.

Programs	Career Choices	Required High School Courses	Program Appeals To
Mechanical Technology (A.A.S.)	Draftsman, engineering aide, physical tester, production assistant, salesperson for mechanical products, computer graphics operations.	(Sequential) Math I (Sequential) Math II (Sequential) Math III	Appeals to students interested in drafting, design, and basic machine components, and are looking for careers as draftsmen, engineering assistants, technicians, or technical salesmen.
Optical Systems Technology (A.A.S.)	Engineering aide, production engineer, quality control aide, research and development aide, standard laboratory technician, assistant supervisor in companies making optical-electro-mechanical, or photographic equipment.	Grades of C or higher in: (Sequential) Math I (Sequential) Math II (Sequential) Math III	Appeals to students with strong mathematics skills who are interested in studying light and optical principles, and are looking for careers in high technology fields.

HEALTH RELATED PROFESSIONS

Liberal Arts and Sciences Community Health (Sequence)	Transfer to bachelor's degree programs and provides pre-professional preparation for careers in hospital administration, school health education, community health agencies administration, hospital health education, industrial health epidemiology, sanitation engineering, public health engineering, public health planning, and safety engineering.	Chemistry Biology 2 years mathematics	Appeals to students looking for pre-professional preparation for careers in hospital administration, school health education, community health agencies administration, hospital health education, industrial health epidemiology, sanitation engineering, public health engineering, public health planning, or safety engineering.
**Dental Hygiene (A.A.S.) (2 year program and 3-year extended option)	Dental hygienist in private dental offices, clinics, and community health agencies.	(Sequential) Math I Grade of C or higher in: Biology and Chemistry High demand program apply early	Appeals to students who enjoy dealing with people, are interested in learning about prevention and treatment of oral diseases, nutrition, and systemic health, and who want to become Dental hygienists in private dental offices, clinics, or community health agencies.
Emergency Medical Technician (Paramedic) See Service Programs			
Health Information Technology (A.A.S.) (formerly Medical Record Technology)	Managerial or technical functions in medical record departments of hospitals, clinics, nursing homes and other health care facilities. Additional opportunities in quality assurance programs, hospital associations, health information systems, consulting, medico-financial and medico-legal settings, and research.	Grade of C or higher in Biology High demand program apply early	Appeals to detail-oriented students interested in the administrative aspect of the health care field as well as organizing and evaluating patient records for completeness and accuracy.
Massage Therapy (A.A.S.)	Massage therapists are trained in the use of massage techniques and therapies and work in health-care settings, colleges and universities, spas and health clubs, private practice and for professional athletic teams.	Grade of C or higher in chemistry, Biology, and (Sequential) Math I	Appeals to people who have an outgoing personality, who are physically fit, have a natural sense of compassion and desire to heal, and feel at ease with physical contact.
**Nursing (A.A.S.) (2-year program and 3-year extended option)	Registered nurse in public and private hospitals, clinics or health agencies.	Grade of C or higher in chemistry, Biology, and (Sequential) Math I High demand program apply early	Appeals to students who want to work with people in the health care field, and who have strong science skills, good communication skills, an interest in technology, critical thinking skills, and compassion for humankind.
Pre-pharmacy	See Liberal Arts		

Admissions - Program Entrance Requirements

Programs	Career Choices	Required High School Courses	Program Appeals To
LIBERAL ARTS & SCIENCES PROGRAMS AND ADVISEMENT SEQUENCES			
Interested in a pre-professional, health or education-related bachelor's degree? If you do not find the field that interests you in the list below, you may be able to use the Liberal Arts General Studies (A.S.) degree to get started. If you're interested, the first step is to make an appointment with an Admissions Counselor at 292-2200 to discuss your educational goals. Then, contact the Transfer and Placement Office at (716) 292-2248 to discuss course selections.			
Biological Technology (A.A.S.)	See Engineering Technologies		
Commercial Illustration (Sequence)	Designed to provide students with an introduction to the media and methods of the commercial illustrator. Special emphasis is placed on providing the student with guidance in pursuing educational career goals.	(Sequential) Math I 1 year science (Art courses recommended)	Appeals to artistic students who are interested in learning a full range of commercial illustration methods and techniques using pencil, pen and ink, watercolor, and collage.
Community-Health (Sequence)	See Health-Related programs		
Fine Arts (A.S.)	Transfer to bachelor's degree programs in visual arts fields such as design, drawing, painting, sculpture and art history.	(Sequential) Math I 1 year science (Art courses recommended)	Appeals to students interested in visual arts fields and those looking to transfer to bachelor's degree programs in design, drawing, painting, sculpture and art history.
General Studies (A.S.)	Transfer to bachelor's degree programs in most major professional fields (law, medicine, social work, public administration, scientific research, music, etc.).	(Sequential) Math I 1 year science	Appeals to those students undecided as to their career path at the time of college enrollment. Prepares students for transfer to bachelor's degree programs in most major professional fields (such as law, medicine, social work, public administration, scientific research, and others)
History: American and Global (Sequence)	Transfer to bachelor's degree programs that lead to careers as lawyers, teachers, government and public administrators, journalists, archivists, curators and public historians.	(Sequential) Math I 1 year science	Appeals to students interested in studying American traditions, and the forces and personalities that have shaped the United States (<u>American Sequence</u>). Appeals to students who are interested in exploring the inter-relationships of different cultures over time, and comparing value systems among those cultures. (<u>Global Sequence</u>)
Human Services (Sequence)	Transfer to bachelor's degree programs that lead to careers such as counselors and social workers.	(Sequential) Math I 1 year science	Appeals to those who work well with others, are open to new experiences, and have a strong desire to work in a helping profession.
Human Ecology (Sequence)	Transfer to bachelor's degree program emphasizing the impact of contemporary science and technology on the environment. Major fields include apparel design, apparel and textiles management, fiber science.	(Sequential) Math I (Sequential) Math II (Sequential) Math III 1 year science	Appeals to students interested in studying crucial global issues such as world hunger, energy and resource depletion, and pollution, as well as those looking to develop self-reliance skills in health care, shelter design, food, and alternative energy applications.
Honors Program in Humanities and Social Sciences (A.A.)	Transfer to bachelor's degree programs in such areas as government, law, management, or teaching.	85% high school average 3 years college preparatory mathematics 2 years laboratory science	Appeals to students planning to transfer to bachelor's degree programs in areas such as government, law, management, or teaching.

Programs	Career Choices	Required High School Courses	Program Appeals To
Mathematics (Sequence)	Transfer to bachelor's degree programs leading to careers as mathematics teachers, statisticians, computer scientists, and professional actuaries.	3 years Regents mathematics Biology strongly recommended Chemistry	Appeals to students who enjoy solving economic, scientific, engineering, and business problems using mathematical knowledge and computational tools, and who are interested in creating new mathematical theories and techniques.
Performing Arts: Music (A.S.)	For students who plan to transfer and earn the baccalaureate degree with a major in music. It provides basic preparation for a career in music.	(Sequential) Math I 1 year science (Experience in vocal or instrumental performance and reading music recommended)	Appeals to students who plan to earn a bachelor's degree in music and want to focus on expanding and sharpening their vocal or instrumental musical skills and techniques.
Physical Education (A.S.)	Transfer to baccalaureate programs in physical education, physical studies, sports studies or related area. Careers in fitness, sport rehabilitation, education, business and other physical studies related opportunities.	(Sequential) Math I (Sequential) Math II (Sequential) Math III Biology	Appeals to students interested in physical fitness or sports who are looking for careers as teachers, coaches, athletic trainers, fitness professionals, sports managers, officials, and sports psychologists.
Political Science (Sequence)	Transfer to bachelor's degree programs that lead to careers in law, government and public administration, diplomatic service, business and marketing in (domestic) national and international areas, journalism and teaching.	(Sequential) Math I 1 year science	Appeals to students interested in studying the origin, development, and operation of political systems and public policy (such as the decisions of the U.S. Supreme Court or election results) as well as the theory and practice of domestic and international relations.
Social and Behavioral Sciences (Sequences)	Transfer to bachelor's degree programs leading to careers in anthropology, education, museum work, psychology, sociology and other major professional fields.	1 year laboratory science (Sequential) Math I	Appeals to students interested in studying people: how they came to be what they are, what makes them act as they do, and how the human condition could be improved.

LIBERAL ARTS - NATURAL SCIENCE ADVISEMENT PROGRAMS AND SEQUENCES

Biology (Sequence)	Transfer to bachelor's degree programs and provides pre-professional preparation for careers in dentistry, medicine, veterinary medicine, research, para-medical specialties and environmental services.	(Sequential) Math I (Sequential) Math II (Sequential) Math III 2 years of laboratory science including Chemistry	Appeals to those interested in the scientific study of living things, from the smallest particles to larger, complex systems (such as the circulatory system or nervous system).
Chemistry (Sequence)	Transfer to bachelor's degree programs and pre-professional preparation for careers as professional chemists.	(Sequential) Math I (Sequential) Math II (Sequential) Math III 2 years of laboratory science including Chemistry	Appeals to analytical, disciplined students skilled in math and science, with a respect for accuracy and an ability to work independently.
Environmental Science (Sequence)	Transfer into environmental studies programs with a broad, interdisciplinary course of study, pre-professional preparation for careers in the broader areas of environmental planning, environmental impact, and resource science.	(Sequential) Math I (Sequential) Math II (Sequential) Math III 2 years of laboratory science including Chemistry	Appeals to students interested in a broad, interdisciplinary course of study, those planning to transfer into environmental studies programs, and those eventually seeking careers in environmental planning, environmental impact, and resource science.

Admissions - Program Entrance Requirements

Programs	Career Choices	Required High School Courses	Program Appeals To
Physics (Sequence)	Transfer to bachelor's degree programs in physics leading to careers as professional physicists in education, research, and industry.	(Sequential) Math I (Sequential) Math II (Sequential) Math III 3 years of laboratory science including Chemistry and Physics Pre-calculus	Appeals to students interested in solving complex problems found in the natural world and looking to discover how science can be used for the betterment of mankind and the environment.
Pre-Forestry (Sequence)	Transfer to the SUNY College of Environmental Science & Forestry for careers in resource management, forest engineering, landscape architecture, paper science, etc.	(Sequential) Math I (Sequential) Math II (Sequential) Math III 3 years science (including Biology and Chemistry with grades of C or better)	Appeals to students who enjoy hands-on work and the outdoors, are physically hardy, and are interested in seeking a balance between conserving forested ecosystems and the need to use forest resources for recreational or economic purposes.
Pre-Pharmacy (Sequence)	Transfer to three-year pharmacy programs.	(Sequential) Math I (Sequential) Math II (Sequential) Math III 2 years laboratory science including Chemistry	Appeals to conscientious, detail-oriented students with excellent communication skills, an aptitude for science, and an inherent desire to help others.

SERVICE PROGRAMS

Criminal Justice Corrections Administration (A.A.S.)	Federal, state, or county corrections officer, corrections counselor or parole officer.	1 year of mathematics	Appeals to students who are interested in serving the public, are committed to social justice, and are seeking careers as federal, state, or county corrections officers, corrections counselors or parole officers.
Criminal Justice - Police Science (A.A.S.)	Police officer, deputy sheriff, state trooper, security officer.	1 year mathematics	Appeals to students who are interested in serving the public, are committed to social justice, and are seeking careers as police officers, deputy sheriffs, state troopers, or security officers.
Criminal Justice (A.S.)	Transfer to bachelor's degree programs in pre-law, public safety, criminal justice planning, and federal law enforcement agencies.	(Sequential) Math I 1 year laboratory science Grade of C or higher in social studies courses	Appeals to students who are interested in serving the public, are committed to social justice, and want a career in federal level law enforcement, probation, parole, the law, public safety, or criminal justice planning.
Emergency Medical Technician (Paramedic) (A.A.S.)	Designed for the student interested in a broad-based emergency medical services education for pre-hospital providers. Degree program graduates exceed the requirements necessary to sit for the NY State Department of Health certification examinations leading to certification as an Emergency Medical Technician Paramedic.	(Sequential) Math I 1 year science Admission to this program is in January only.	Appeals to students seeking the excitement and challenge of a physically strenuous, stressful occupation that involves life-or-death situations.
Fire Protection Technology (A.A.S.)	Industrial fire safety and security, fire protection engineering and technology fire insurance inspection, investigating and underwriting municipal, town and county fire departments.	(Sequential) Math I	Appeals to students with self-discipline, courage, mechanical aptitude, endurance, strength, and a sense of public service, who are interested in providing fire protection to the general population.

Programs	Career Choices	Required High School Courses	Program Appeals To
Food Service Administration (A.A.S.)	Food service trainee, manager, or supervisor. With experience, director or college feeding, industrial cafeteria manager, school lunch director, assistant to dietitian, catering manager. Transfer to bachelor's degree program in food administration.	1 year mathematics 1 year science	Appeals to students who enjoy customer service and want to manage/supervise businesses such as restaurants, clubs, cafeterias, and catering services.
Hotel Technology (A.A.S.)	Front desk clerk, banquet and catering person. With experience, front office manager, assistant general manager, sales and convention manager, assistant personnel director, director of housekeeping. Transfer to bachelor's degree program in hotel management.	1 year mathematics 1 year science	Appeals to students looking for formal courses in hotel, business, liberal arts and food services administration, as well as cooperative experience in the field.
Human Services (A.A.S.)	Aides in social work, mental health agencies, daycare centers; institutions for physically and mentally handicapped persons, nursery schools.	1 year Mathematics	Appeals to students who want to work in the field, and are looking for careers such as aides in social work, mental health agencies, daycare centers; nursery schools; and institutions for physically and mentally handicapped people.
Travel and Tourism (A.A.S.)	Travel agent, travel counselor, flight attendant, airline representative, reservation agent, sales agent, tour guide, ticket agent.	1 year Mathematics	Appeals to students who want a liberal arts background and plan to pursue a career in the travel/leisure field.
Undeclared	For those who are interested in pursuing a degree or certificate program but are not certain of their career or academic direction, choosing the Undeclared option provides an opportunity for academic and career exploration. MCC provides career interest testing and counseling services. Contact the Admissions Office to meet with a counselor and discuss the Undeclared major.	(Sequential) Math I 1 year of science High school students should take advantage of career assessment tests available at their high school (e.g. Discover, Choices or SIGI+)	

Certificates

Court Reporting	The computer-aided transcription skills developed in this program will prepare students for employment as verbatim freelance hearing reporters, computer-aided transcriptionists or computer-aided transcription editors.	Keyboarding skills An in-person departmental assessment in oral proficiency and listening skills.	Appeals to self-starters who are good readers, excellent spellers, and enjoy working in legal and business environments. Most students in this program will have a bachelor's degree or experience in the legal field.
Criminal Justice - Corrections Administration	For in-service officers as well as those wishing to enter the corrections field. Provides a concentration of courses covering responsibilities in corrections administration.	1 year of high school math or successful completion of MTH 098 - Elementary Algebra with Geometry	Appeals to in-service officers as well as students wishing to enter the Corrections field.
Dental Assisting	Entry-level employment within the dental profession.	Completed physical examination. H.S. diploma or GED and CPR certification.	Appeals to students planning to seek entry-level employment within the dental profession.
Early Childhood Education*	Working with young children in preschool and pre-kindergarten settings, child care classrooms, home-based or center-based child care facilities.	H.S. diploma or equivalent including courses in math and science	Appeals to students who enjoy working with young children in preschool and pre-kindergarten settings, childcare classrooms, and home-based or center-based child care facilities.
Emergency Medical Technician*	Contact the Admissions Office at 292-2200 for current information.		

Admissions - Program Entrance Requirements

Programs	Career Choices	Required High School Courses	Program Appeals To
Entry Level Cook	Entry-level positions in any of the production or service areas of the food service industry including assistant cook, assistant salad or sandwich person, assistant food preparation person.	1 year of high school math or successful completion of MTH 098 - Elementary Algebra with Geometry 1 year of high school science	Appeals to students planning to seek entry-level positions such as assistant cooks, assistant salad or sandwich people, or assistant food preparation people.
Fashion Buying & Merchandising	Master the decision-making and problem-solving techniques critical in the fashion-oriented retailing field. Training in display, textiles and fabrics, fashion merchandising, and buying.	1 year of high school math or successful completion of MTH 098 - Elementary Algebra with Geometry	Appeals to students interested in display, textiles and fabrics, fashion merchandising and buying, and those interested in learning the decision-making and problem-solving techniques critical in the fashion-oriented retailing field.
Food Management	Designed for those with previous work experience in the production and service areas of food industry who want to enter or enhance knowledge in management positions.	1 year of high school math or successful completion of MTH 098 - Elementary Algebra with Geometry	Appeals to students with previous work experience in the production and service areas of food industry who want to enter management positions or enhance their knowledge of the field.
Heating, Ventilating, and Air Conditioning (HVAC)	Designed for entry-level position as a preventive maintenance mechanic or installation/service technician and for those already employed in the HVAC field.	(Sequential) Math I or successful completion of MTH 098 - Elementary Algebra with Geometry	Appeals to those already employed in the HVAC field, as well as those planning to pursue entry-level positions as preventive maintenance mechanics or installation/service technicians.
Human Services	Designed for those who want to learn the skills and attitudes needed for employment and for upgrading in human service positions.	1 year Mathematics	Appeals to students who want to learn the skills and knowledge needed for employment in human services careers.
Industrial Instrumentation Technology	Designed to meet the needs of those who have entered the field of instrumentation or wish to enter the field as an engineering aide, test and calibration technician, installer.	(Sequential) Math I (Sequential) Math II (Sequential) Math III or successful completion of MTH 104 - Intermediate Algebra with Trigonometry	Appeals to students who have entered the field of instrumentation or wish to enter the field as engineering aides, test and calibration technicians, or installers.
Information Processing	Work in office settings using word processing, filing, spreadsheets, record keeping, and electronic communications.	Students with no previous keyboarding background or a skill level less than 24 wpm must take OFT 101	Appeals to students who are looking to work in office settings using word processing, filing, spreadsheets, record keeping, and electronic communications.
Interior Design	The Interior Design program is designed for those who are currently working in retail jobs and are looking to increase their upward mobility, or for those who wish to acquire the basic knowledge and skills that will qualify them for an entry-level position in retail home furnishings and interior design.	(Sequential) Math 1 or successful completion of MTH 098 - Elementary Algebra with Geometry	Appeals to students who are currently working in retail jobs and are looking to increase their upward mobility, or for those who wish to acquire the basic knowledge and skills that will qualify them for entry-level positions in retail home furnishings and interior design.
Law Enforcement	Develops the knowledge, skills and abilities in the law, the process of the criminal justice system, the scientific method of criminal investigation, report writing, communication and judgment skills necessary for law enforcement agents.	Enrollment is limited to recruit officers employed or sponsored by law enforcement agencies attending the NY State Basic Course for Police.	Appeals to students interested in developing the knowledge and skills necessary for a career as a law enforcement agent, such as the process of the criminal justice system, scientific methods of criminal investigation, report writing, and communication.
Medical Secretary	Employment in hospitals, physician's offices, industries with medical offices, nursing, public health offices, insurance companies and dental offices.	H.S. diploma or equivalent Demonstrated keyboard proficiency or completion of OFT 101 - Keyboarding I	Appeals to students preparing for secretarial careers in the medical or health-care fields.

Programs	Career Choices	Required High School Courses	Program Appeals To
Medical Transcription	Preparation for careers in the medical transcription field including working in physician offices, hospitality and outpatient clinics, insurance companies, private dictation services, or as independent contractors.	H.S. diploma or equivalent. Spelling, audio/listening skills and keyboarding proficiency (or completion of OFT 101 - Keyboarding I).	Appeals to students looking to prepare for careers in the medical transcription field, in physician s offices, hospitality and outpatient clinics, insurance companies, private dictation services, or as independent contractors.
Office Technology/Secretarial Science -Clerk-Typist	Job-entry skills in typing and general office practices and procedures. Careers include secretary, office worker, keyboarder, typist.	1 year of high school math or successful completion of MTH 098 - Elementary Algebra with Geometry	Appeals to students interested in learning typing and general office practices and procedures. Appropriate for those looking for careers as secretaries, office workers, keyboarders, or typists.
Optical Systems Technology	Designed for people working in the field or in an allied field to provide training in optical activities, such as testing, quality control, and production. Provides background in optics using the eye as a detector, but not incorporating the peripheral disciplines, such as electronics and photography, as offered in the A.A.S. program in Optics.	Grades of C or higher in: (Sequential) Math I (Sequential) Math II (Sequential) Math III or successful completion of MTH 104 - Intermediate Algebra with Trigonometry	Appeals to students interested in optical activities, such as testing, quality control, and production.
Paralegal Studies	Program leads to nationally recognized certificate in Paralegal Studies. Provides employment opportunities in the legal profession.	Students seeking admission to Paralegal Studies must possess an Associate degree; Bachelor's degree preferred.	Appeals to students interested in employment opportunities in the legal profession (a nationally recognized certificate).
Precision Tooling	This program will take the student through the operation of manual machine tools to print reading, to theoretical reading in CNC (computer numerical control) machining.	(Sequential) Math I MTH 098 - Elementary Algebra with Geometry	Appeals to students planning to enter the workforce in company sponsored apprenticeship programs or production level positions in the precision tooling and machining industry.
Retail Business Management	This program is intended to increase the upward mobility of people currently working in retail jobs, as well as to prepare those who wish to enter the retailing field.	1 year of high school math or successful completion of MTH 098 - Elementary Algebra with Geometry	Appeals to students interested in entering retailing, as well as those currently in the field who are seeking upward mobility.
Small Business Management	Gain the entrepreneurial skills needed by those operating or looking to start a business venture. Learn about the operation of a small business by acquiring knowledge in the fields of accounting, marketing, management, and business.	1 year of high school math or successful completion of MTH 098 - Elementary Algebra with Geometry	Appeals to students interested in gaining entrepreneurial skills (such as accounting, marketing, management, and business) needed to start a business venture.
Telecommunication	Prepares students for a variety of positions in the electronic telecommunications industry, including the troubleshooting and maintenance of digital and microcomputer-based communication systems.	1 year of high school math	Appeals to students interested in working in technical areas in the growing telecommunications industry.

*These certificate programs are pending approval by the New York State Department of Education. Check with the Admissions Office (292-2200) or the Curriculum Office (292-2195) for their availability beginning Fall 2001.

Admissions - Program Entrance Requirements

2 + 2 Cooperative Degree Programs (A.S., A.A. Degrees)

2+2 Degree Programs are cooperative programs of study offered by Monroe Community College and the colleges listed below. Students admitted to these programs will, upon completion of a prescribed sequence of courses leading to an associate's degree, be assured transfer with full junior status.

Academic profiles of 2+2 program candidates should include an 85 or better high school average in a college preparatory program, and completion of specific program entrance requirements, such as: 4 years of English, 3 years of social studies, 3-4 years college preparatory mathematics, and 2 years of science.

ALFRED UNIVERSITY

Ceramic Engineering
Glass Engineering
Engineering Science
Materials Science & Engineering

UNIVERSITY AT BUFFALO (SUNY)

Accounting
Biotechnology
Business Administration
Engineering (All Majors)

BUFFALO STATE COLLEGE

Business & Distributive Education
Business Studies
Communication
Computer Information Systems
Criminal Justice
Dietetics
Electrical Engineering Technology
Elementary Education
Fashion Textile Technology
Secondary Certification
Social Work
Hospitality Administration
Mechanical Engineering Technology

SUNY BROCKPORT

Accounting
Business Administration
Communication
Computer Science
Criminal Justice
Education - Elementary
Education - Secondary
Liberal Arts
Social Work

SUNY CORTLAND

Communication Studies
Economics and Management
Elementary Education
Health Science
Health Education
Human Services
Physical Education

Recreation/Leisure Studies
Secondary Education
Speech Pathology/Audiology
Sociology/Criminology

SUNY FREDONIA

Accounting
Business Administration
Communication/Media
Computer & Information Science
Education (Elementary Education with
Early Childhood emphasis)
Education (Secondary)
Liberal Arts

SUNY GENESEO

Accounting
Computer Science
Education - Elementary
Education - Special
Education - Secondary
Liberal Arts
Management

SUNY OSWEGO

Accounting
Business Administration
Communication Studies
Computer/Information Science
Education (Elementary & Secondary)
Liberal Arts
Marketing
Public Justice

SUNY COLLEGE OF ENVIRONMENTAL SCIENCE & FORESTRY

Forest Engineering
Liberal Arts
Chemistry
Dual Forestry & Biology
Environment & Forest Biology
Environmental Studies
Landscape Architecture
Paper Science & Engineering
Resource Management
Wood Products Engineering

CLARKSON UNIVERSITY

Accounting
Bio-Medical
Business
Engineering
Industrial Hygiene

HOBART & WILLIAM SMITH COLLEGES

Liberal Arts & Sciences

KEUKA COLLEGE

Accounting
Criminal Justice
Elementary, Special & Secondary
Education
Hospitality Management
Liberal Arts
Marketing
Management
Nursing
Social Work

NAZARETH COLLEGE

Accounting
Business Administration
Business & Distributive Education
Certification
Education (Elementary, Special &
Secondary)
Liberal Arts
Social Work

NIAGARA UNIVERSITY

Accounting
Commerce (Business)
Communication Studies
Computer Information Science
Criminal Justice
Elementary Education
Hotel & Restaurant Administration
Secondary Education
Travel/Tourism Administration

RENSSELAER POLYTECHNIC INSTITUTE

Engineering

ROBERTS WESLEYAN COLLEGE

Accounting
Business Administration
Communication
Computer Science
Criminal Justice
Education (Elementary, Secondary & Art)
Liberal Arts
Nursing
Social Work

ROCHESTER INSTITUTE OF TECHNOLOGY

Accounting
Business Administration
Civil Engineering Technology
Communications (Professional & Technical)
Computer Science
Criminal Justice Probation/Parole/Law
Criminal Justice - Police
Electrical Engineering Technology
Engineering (Computer, Electrical, Mechanical, Industrial, Manufacturing)
Environmental Management
Environmental Science
Food Management
Hotel and Resort Management
Imaging Science
Imaging Systems Management
International Business
Liberal Arts
 Biology
 BioChemistry
 Biomedical Computing
 Chemistry
 Diagnostic Medical Sonography
 Polymer Chemistry
 Environmental Chemistry
 Applied Mathematics
 Nuclear Medicine Technology
 Medical Technology
 Physics
Management Information Systems
Manufacturing Engineering Technology
Mechanical Engineering Technology
Packaging Science
Printing Management
Psychology
Safety Technology
Social Work
Travel & Tourism Management

ST. BONAVENTURE UNIVERSITY

Accounting
Business Administration
Childhood/Special Education
Computer Science
Education - Elementary
Education - Secondary
Liberal Arts
Mass Communication/Journalism

ST. JOHN FISHER COLLEGE

Accounting
Communication
Computer and Information Science
Education
Liberal Arts & Science
Management
Nursing
Sports Studies

SUNY UPSTATE MEDICAL UNIVERSITY (Syracuse)

(Available to recent H.S. Graduates)

Pre-Cardiovascular Perfusion
Pre-Cytotechnology
Pre-Medical Technology
Pre-Medical Imaging Science
Pre-Physical Therapy
Pre-Radiation Therapy
Pre-Respiratory Care

UNIVERSITY OF PLYMOUTH, ENGLAND

Accounting & Finance
Analytical/Applied Environmental Chemistry
Business Administration
Business Studies - Marketing/Personnel Management
Biology
Chemistry
Computer Systems and Networks
Computing & Information
International Business
Liberal Arts - Mathematics/Politics/
 Psychology
Microbial & Cellular Biology

UNIVERSITY OF ROCHESTER

Engineering
Liberal Arts & Science
Nursing
Optics

Admissions - Program Entrance Requirements

1+ 1" Articulated Degree Programs

1+1" Articulated Degree Programs are cooperative programs of study offered by MCC and the colleges listed below. Students matriculate in the other college but enroll in one year of courses at MCC through formal articulation approval.

College	Programs	Required High School Courses
Genesee Community College	Respiratory Care, A.A.S	4 years of English 3 years of college preparatory mathematics Biology Chemistry
Niagara County Community College	Occupational Health and Safety, A.S.	4 years of English 3 years of college preparatory mathematics Biology Chemistry

Other Cooperative Degree Programs

Liberal Arts General Studies (A.S.) (Dual/Joint Program with SUNY Brockport)	These teacher education programs designed jointly with SUNY Brockport provide students with the opportunity to earn an associate's degree at MCC while progressing toward a bachelor's degree and teacher certification at SUNY Brockport. Students will receive joint admission to both colleges	(Sequential) Math I 1 year science	1 year laboratory science (Sequential) Math II Foreign language
Elementary Education, K-6 English, 7-12 Social Studies, 7-12			