Glossary

The following terms and defi nitions are probably only a few of those which you might find confusing. Ask your advisor or the Enrollment Advisement Center for the explanation of any confusing term which you find used at CCC.

A.A. Degree
Associate in Arts degree. A transfer degree requiring at least 45 hours of liberal arts and sciences courses.

A.A.S. Degree
Associate in Applied Science degree. A career degree preparing students for employment upon completion of their CCC program. Requirements include at least 20 hours of liberal arts and sciences courses while the remaining courses provide the training needed for the student's chosen career field. Although not designed for transfer, many four- year colleges do accept CCC graduates with A.A.S. degrees.

ADI
Associate Dean of Instruction. Oversees an academic division.

A.O.S. Degree
Associate in Occupational Studies degree. A career degree in which all the courses relate directly to preparing students for specific careers. It differs from the A.A.S. degree program in that it does not require any liberal arts and sciences courses.

A.S. Degree
Associate in Science degree. A transfer degree requiring at least 30 credit hours of liberal arts and sciences courses.

Academic Progress
Set of standards established by an institution that a student must maintain in order to keep matriculation in a degree program and eligibility for financial aid.

Academic Standing
Official designation by an institution of a student's standing with reference to academic progress standards.

Advanced Standing
Receiving credit for prior course work, life experience, or examination.

Articulation Agreements
Formal agreements between CCC and bachelor degree-granting colleges describing conditions for transfer such as GPA and program or course requirements. Also called transfer articulation agreement.

Associate Degrees
Degrees which require a minimum of 60 credit hours (excluding physical education and certain writing modules) and may be completed in two years of full-time study.

Auditing a Course
A student is not taking a course for credit, is not required to submit assignments or take tests, and any assignments submitted might not be graded by the Instructor.

Baccalaureate Degrees
Degrees which are completed in approximately four years of full-time study, generally about 120 to 128 credit hours. They require two years of study at a transfer college after graduating from CCC.

Career Program
Programs designed to prepare you for a career at the end of two years. They generally lead to A.A.S. (Associate in Applied Science) or A.O.S. (Associate in Occupational Studies) degrees and immediate employment.

Certificate
Programs requiring approximately 30 hours of course work in a specific career area. Students do not earn an associate degree, but most courses can be applied toward a degree if a student wishes to take additional courses later.

COIL
Collaboration Online International Learning. An initiative linking SUNY courses with international partners.

Co-requisite
A course that must be taken at the same time as another course. Course descriptions will identify any co-requisites.

Credit Hour
Courses are assigned credit hours or equivalent credit hours. A three-credit hour course would meet approximately three hours per week during a regular semester. Laboratory and studio courses require additional time. Equivalent credit hours are awarded in courses which are not applicable to an associate degree. A credit hour is assigned for every fifteen 50-minute sessions of classroom instruction per week for a semester of fifteen weeks, with the expectation of two hours of outside study for each classroom session. If less than two hours of outside study is expected for each session, the amount of in-class time is increased accordingly, as in laboratories and studio courses. Classroom instruction time is also adjusted proportionally for modified academic calendars. For full information on SUNY policy, see SUNY document number 1305, Credit/Contact Hour, http://www.suny.edu/sunypp/documents.cfm?doc_id=168.

Credit Load
The total number of credit and equivalent credit courses for which a student has registered. Example: A registration of 9 credit hours and 4 equivalent credit hours equals a load of 13 hours.

Curriculum
All courses offered. Also refers to program and the full scope of courses needed to complete it.

Email
The College uses @corning-cc.edu as an official communication tool for students and employees.

Enrollment Advisement Center
The Enrollment Advisement Center (EAC) combines the services of registration, financial aid, and student accounts to create a simplified one-stop location where students can receive assistance with all of these administrative processes.

Equivalent Credit Hours
When the content of a course is developmental and not considered college level, equivalent credit hours are earned and are not counted toward degree requirements. Registration in these courses does not count toward full-time status for financial aid purposes unless enrollment is a result of placement tests.

Free Elective
Almost any course. Exceptions include physical education activities, equivalent credit courses, and courses designated for a particular program only.

Full-Time Student
Anyone enrolled for 12 or more load hours in a semester. A typical course load would be 15 credit hours per semester or approximately five courses.

General Education
An undergraduate curriculum of broad, high-quality courses that provides students with a set of non-specialized, coherent and focused educational experiences aimed at enabling students to acquire knowledge and skills that are useful and important for all educated persons regardless of their jobs or professions. Local General Education Requirements. General education requirements established by individual SUNY campuses to either add specificity to the SUNY-GER.

Programmatic General Education Requirements
Specific general education requirements associated with individual academic programs, such as requirements in programs leading to teacher certification that are externally mandated. These may be met within the 30-credit SUNY-GER, but they may also exceed the SUNY-GER (e.g., additional courses, minimum course grades).

SUNY General Education Requirement (SUNYGER)
See SUNY.

Good Standing
Students who meet the minimum requirements of the Student Progress Policy are considered to be students in good standing.

GPA (Grade Point Average)
Overall Grade Point Average (GPA): For each credit hour, points are assigned based on the grade received. This average is calculated by dividing the total grade points earned by the number of credit hours taken.

Program Grade Point Average (PGPA)
This is based only on courses being used to fulfill degree and program requirements and is calculated at the time of graduation. Students must have a minimum 2.0 PGPA to graduate. NOTE: Student in the Nursing Program must have a minimum 2.15 PGPA to graduate.

Humanities
Art; Music; Foreign Languages; Philosophy; most 2000-level English; Media Communications; Speech; or Theatre; and courses with the prefix HUMA.

Institutional Learning Outcomes
The Institutional Learning Outcomes are the expectation of student achievement through curricular and co-curricular activities

Laboratory Science
Any science course which has a laboratory experience along with lectures. Examples include Astronomy, Biology, Chemistry, Geology, and Physics.

Liberal Arts and Sciences (LAS)
The New York State Education Department requires a minimum number of credits in liberal arts and sciences courses in each registered undergraduate degree program. In all cases, SUNY General Education courses may be counted as liberal arts and sciences courses.

Liberal Arts Elective
Any course from the areas of Communication, Humanities, Sciences, Mathematics, and Social Sciences.

Matriculation
This is a process that involves application to the College, admission to a specific academic program and enrollment in courses. An advantage of matriculation is that you officially come under the set of regulations described in the catalog in effect at the date of your matriculation. You must be matriculated to receive financial aid.

Module
A short 0.5 or one credit course; sometimes independent studies outside a regular classroom setting.

MyCorning
Online access to your educational record.

Occupational Degree
A.A.S. and A.O.S. degrees are generally considered occupational degrees. Students in these programs are preparing for a career or job upon graduation from CCC.

Part-Time Student
Anyone who is enrolled for fewer than 12 load hours in a semester.

Placement into Courses
Except in special circumstances, students entering CCC are required to take assessment tests to determine their level of reading, writing, and mathematical ability for placement into appropriate entry-level courses.

Prerequisite
A requirement that must be met before you take a course. Each course description indicates whether or not there is a prerequisite.

Prior Learning Assessment (PLA)
The award of academic credit based on the evaluation of verifiable college-level learning achieved outside of a traditional academic environment.

Probation
Students who have met the minimum requirements of the Student Progress Policy but have a CGPA below 2.0 are placed on probation. Students on probation are in good standing, but the number of credit hours for which they can register is limited.

Recitation
In addition to lectures and laboratories, some courses require a recitation, which is an individual or small group meeting with an instructor.

Registration
The process of selecting and registering into courses through self-service or through an advisor.

Retest for Course Placement
Students are allowed one retest without special permission. See Educational Planning Center for details. To confirm placements, students can view their placement information on their MyCorning account under student records and view placements.

Social Sciences
Anthropology, Economics, Geography, Government, History, Psychology, or Sociology.

STEM
Division of Science, Technology, Engineering, and Mathematics.

SUNY
All of the units of the State University of New York, including CCC. SUNY General Education Requirement (SUNY-GER) The 30-credit requirement for SUNY baccalaureate degree recipients, which supports academic excellence as well as student choice, mobility and degree attainment by expecting students to demonstrate achievement of University-wide learning outcomes in seven of ten knowledge and skill areas (two of which are required) and two required competency areas (Basic Communication and Mathematics).

Suspension
Students who do not meet minimum academic requirements under the Student Progress Policy are prohibited from attending CCC for one academic year.

Sustainability
Meeting the needs of the current generation without compromising the needs of future generations.

Syllabus
A statement of the requirements in a course and the course material to be covered. Each professor should give you a syllabus in the first week of class.

Tobacco
Includes any lighted or unlighted cigarette, e-cigarette, cigar, pipe, bidi, clove cigarette, and any other smoking product, and smoke-less or spit tobacco, also known as dip, chew, snuff or snus, in any form.

Transcript
An official copy of the permanent record of every course taken and the resulting grades. This permanent record is maintained in the Office of the Registrar.