

## GRADUATE BULLETIN SUPPLEMENT

This document contains additional policy and procedural information that is specific to School of Professional Development students and does not appear in the University's current Graduate Bulletin.

### **Time to Completion**

The following guidelines apply to all matriculated students enrolled in the School of Professional Development:

- All master's degree and post-master's certificate (EDL and SDBL) requirements within five years from the semester date of admission.
- Students in the 18-to-21-credit advanced graduate certificate programs must complete certificate requirements within three (3) years from the semester date of admission. NOTE: If the certificate program is taken in collaboration with a graduate degree program, then the student has five years for completion of the certificate.

In exceptional cases where the program cannot be completed within these periods, students may petition for an extension of the time limit. Petitions forms are available on the [SPD Web site](#) and require the approval of the graduate program director or coordinator. Requests for a time-limit extension must be filed before the limit is exceeded and must contain a significant justification. The final decision rests with the dean of the Graduate School, who may impose additional requirements.

### **Repeating Courses**

Graduate students may repeat courses, however, with the exception of certain courses that may be taken more than once for credit (such as special topics courses, as topics change), credits will be counted toward the degree or certificate one (1) time. Only the most recent grade of the repeated course will be used to calculate the GPA for probation or graduation purposes.

A student who fails a course may repeat it. A passing grade in the repeated course will not eliminate the original failing grade on the student's transcript. Both will be included in calculating the cumulative grade point average (GPA) on the official graduate record/transcript.

**Exception:** SPD students may elect to retake one (1) course for which a failing grade (F) was earned. Students who earn a passing grade in the repeated course may petition SPD's Committee on Academic Standing to request a *substitution* of the passing grade for the failing grade in the calculation of the cumulative GPA. (The original failing grade remains on the transcript.) This one-time option may be exercised for one (1) failing grade. *Note:* This option does not apply in those instances in which the failing grade has been issued as a penalty for academic dishonesty.

## Combined Bachelor's-Master's Programs for Teacher Certification

Current Stony Brook undergraduate students are eligible to enroll in combined Bachelor's/Master of Arts in Teaching degree programs.

Stony Brook offers a number of combined undergraduate/graduate degree programs through collaborations between the College of Arts and Sciences, the School of Professional Development (SPD), and the Graduate School. These programs allow current Stony Brook undergraduate students with special talent and motivation to earn a Master of Arts in Teaching degree in less time and at less expense than if they enrolled in two separate programs. Applicants to the combined programs are not required to submit an application fee or GRE scores.

SPD's combined BA or BS/MAT five-year programs lead to both degrees and certification in Adolescent Education in *Foreign Language, Mathematics, Science* or *Social Studies*. The BA or BS/MAT option is available to students who are matriculated in the following undergraduate degree programs: Applied Math/Statistics, Africana Studies, Biology, Chemistry, Earth Science, French, History, Italian, Mathematics, Physics and Spanish.

Students may enter into one of SPD-sponsored programs as early as the beginning of their junior year. While some graduate study will take place prior to the last undergraduate semester, graduate status will commence with the eighth semester, and graduation with both degrees will usually occur after ten semesters of study. The total combined degree program will include 150 credits of study and save the student a minimum of one semester's time and graduate tuition.

Teacher preparation candidates must also complete certification workshops in child abuse, substance abuse, school violence, and harassment, bullying and discrimination prevention and intervention. In addition, they must be fingerprinted. Stony Brook offers these workshops monthly. See *Certification and Licensing Workshops* for details.

### Application Information

To be eligible to apply to this program, students must have a minimum overall GPA of 3.0; a higher GPA in one's major is preferred.

To complete the application process, students will need to do the following:

- Print out and complete the *application packet* (PDF file). The application packet consists of a one-page application form and three recommendation forms that must be distributed to three recommenders (preferably faculty within your own major).
- Obtain signatures on the application form from your Departmental Academic Advisor, Teacher Preparation Program Director, and Director of Teacher Certification (located in SBS, N-223).
- Complete a personal statement in light of your experiences, interests and ambitions. In order to do so, select one theme and one pathway from the *Conceptual Framework* located on the Professional Education Program (PEP) website and explain in a well-written, 500 - 750 word essay how these two concepts will guide your development as an effective educator in your chosen field.

The full text of the *PEP Conceptual Framework* may be found at <http://stonybrook.edu/pep/CA1KQT57.htm> and an abridged version may be found at <http://stonybrook.edu/pep/PEPabridgedCF.htm>

### Application Deadlines

March 15 for Fall admission and October 31 for Spring admission