Chapter 3
SUNY General Education Requirements

The State University of New York requires that every student who completes an undergraduate degree must have included a broad range of studies in general education in his or her program. Becoming a well-educated person also is one of the goals for every student at SUNY Empire State College. There are 10 general education knowledge and skills areas and two competency areas designated by the State University of New York. Every bachelor’s degree program will have at least 30 credits, and every associate degree program will have at least 21 credits, over seven general education knowledge and skill areas (the complete list of knowledge and skills requirements follows later in this chapter). You will work with your primary mentor to determine which courses or studies best meet the general education requirements.

WHO MUST MEET THE GENERAL EDUCATION REQUIREMENTS

All students who matriculated on or after Sept. 1, 2004, are subject to the general education requirements. The college used a phase-in period for those students who matriculated between Sept. 1, 2000 and Aug. 31, 2004; if you matriculated between these dates, see the chart at the end of this chapter to determine if you need to meet the general education requirements.

Basic General Education Requirements

Those students pursuing a bachelor’s degree must include the following:

- studies in seven out of the 10 general education knowledge and skill areas.
- studies in those areas must total a minimum of 30 credits.
- the general education areas of Mathematics and Basic Communication are required.

Those students pursuing an associate degree must include the following:

- studies in seven out of 10 general education knowledge and skill areas.
- studies in those areas must total a minimum of 21 credits.

Although Mathematics and Basic Communication are not required at the associate degree level, the college recommends that students complete these areas, especially if planning to pursue a bachelor’s degree at a later time.

HOW TO MEET GENERAL EDUCATION REQUIREMENTS

Students can meet the general education requirements in many ways. You should discuss your options and how to incorporate the general education requirements into your degree program with your mentor at an early stage to become familiar with and understand how you can meet these requirements. You may meet the requirements through:

- Empire State College studies (Chapter 9);
- cross registration with other regionally accredited institutions (Chapter 9);
- transcript credit approved by SUNY to meet the general education requirements and recorded on the General Education Transfer Addendum (GETA) through another SUNY institution (Chapter 6);
- transcript credit from other regionally accredited institutions and those approved by the New York State Education Department (Chapter 6);
- transcript credit evaluated by World Education Services (WES) (Chapter 6);

SUNY General Education Requirements

<table>
<thead>
<tr>
<th>Degree Type</th>
<th>Number of General Education Areas Required</th>
<th>Minimum Number of Credits Required</th>
<th>Specific General Education Areas Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate Degree</td>
<td>7 out of 10</td>
<td>21</td>
<td>None (Note: Mathematics and Basic Communication are recommended.)</td>
</tr>
<tr>
<td>Bachelor’s Degree</td>
<td>7 out of 10</td>
<td>30</td>
<td>Mathematics, Basic Communication</td>
</tr>
</tbody>
</table>
• some standardized examinations (such as CLEP, DSST, TECEP, Excelsior College examinations or New York University language proficiency examinations) (Chapter 7);
• noncollegiate sponsored learning (Chapter 7);
• individualized prior learning assessment (Chapter 8);
• New York State Regents Exams – With official high school transcript documentation and a score of 85 or above on the Regents exam:
  - the mathematics requirement can be fully met through the Course III or Math B Regents exam
  - the American history requirement can be partially met through the United States History and Government Regents exam
  - the foreign language requirement can be fully met through any foreign language Regents exam; and/or
• The foreign language requirement also can be met through the following ways:
  - original high school diplomas, school leaving certificates or college transcripts from countries where the language(s) of instruction is/are other than English (maximum of 16 credits in the language(s) of instruction)
  - the Association of Language Testers in Europe (ALTE)
  - New York University, School of Continuing and Professional Studies Language Proficiency Exams.

One course or study can meet up to two knowledge and skill areas except in the Humanities; if a course or study is used to meet the Humanities requirement, it cannot be used for any other general education requirement. If you propose using a study to meet more than one area, please consult with your mentor. Your mentor will explain how studies can meet the general education requirements in full or in part.

When you are completing your degree program plan in DP Planner, you have the opportunity to specify which studies you will be using to meet the SUNY general education requirements. Not all transfer credits from previous college studies used to meet the general education requirements need to be included in your Empire State College degree program, but they do need to be included in the general education document. From DP Planner, you can print out your general education document (sample copy later in this chapter) for your records. When your degree program is submitted, the general education document is included in your degree program portfolio.

If you attended another SUNY institution after the general education policy was implemented, your transcript from that institution will include a General Education Transfer Addendum. The GETA indicates those courses you have taken at that institution that were approved to meet the general education areas.

GENERAL EDUCATION KNOWLEDGE AND SKILL AREAS

1. MATHEMATICS (required for the bachelor's degree)
   Students will demonstrate the ability to:
   • interpret and draw inferences from mathematical models such as formulas, graphs, tables and schematics;
   • represent mathematical information symbolically, visually, numerically and verbally;
   • employ quantitative methods such as arithmetic, algebra, geometry or statistics to solve problems;
   • estimate and check mathematical results for reasonableness; and
   • recognize the limits of mathematical and statistical methods.

2. NATURAL SCIENCES
   Students will demonstrate:
   • understanding of the methods scientists use to explore natural phenomena, including observation, hypothesis development, measurement and data collection, experimentation, evaluation of evidence, and employment of mathematical analysis; and
   • application of scientific data, concepts and models in one of the natural sciences.

3. SOCIAL SCIENCES
   Students will demonstrate:
   • understanding of the methods social scientists use to explore social phenomena, including observation, hypothesis development, measurement and data collection, experimentation, evaluation of evidence, and employment of mathematical and interpretive analysis; and
   • knowledge of major concepts, models and issues of at least one discipline in the social sciences.

4. AMERICAN HISTORY
   Students will demonstrate:
   • knowledge of a basic narrative of American history – political, economic, social and cultural, including knowledge of unity and diversity in American society;
   • knowledge of common institutions in American society and how they have affected different groups; and
   • understanding of America’s evolving relationship with the rest of the world.

5. WESTERN CIVILIZATION
   Students will:
   • demonstrate knowledge of the development of the distinctive features of the history, institutions, economy, society, culture, etc., of Western civilization; and
   • relate the development of Western civilization to that of other regions of the world.
6. OTHER WORLD CIVILIZATIONS
Students will demonstrate:
• knowledge of either a broad outline of world history, or
• knowledge of the distinctive features of the history, institutions, economy, society, culture, etc., of one non-Western civilization.

7. HUMANITIES
Students will demonstrate:
• knowledge of the conventions and methods of at least one of the humanities in addition to those encompassed by other knowledge areas required by the general education requirements.

8. THE ARTS
Students will demonstrate:
• understanding of at least one principal form of artistic expression and the creative process inherent therein.

9. FOREIGN LANGUAGE
Students will demonstrate:
• basic proficiency in the understanding and use of a foreign language; and
• knowledge of the distinctive features of culture(s) associated with the language they are studying.

10. BASIC COMMUNICATION (required for the bachelor’s degree)
Students will:
• produce coherent texts within common college-level written forms;
• demonstrate the ability to revise and improve such texts;
• research a topic, develop an argument and organize supporting details;
• develop proficiency in oral discourse; and
• evaluate an oral presentation according to established criteria.

COMPETENCIES
The following two competencies should be infused throughout the general education requirements:

1. CRITICAL THINKING (REASONING)
Students will:
• identify, analyze and evaluate arguments as they occur in their own or others’ work; and
• develop well-reasoned arguments.

2. INFORMATION MANAGEMENT
Students will:
• perform the basic operations of personal computer use;
• understand and use basic research techniques; and
• locate, evaluate and synthesize information from a variety of sources.

READING THE GENERAL EDUCATION DOCUMENT IN DP PLANNER
The general education document is completed in DP Planner at www.esc.edu/DPPlanner. Directions on how to use the document are on the Web and in the DP Planner Quick Guide, Supporting Materials, Section H. A sample of the document is included at the end of this chapter.

Title or Documentation of Study/Component Column
• The title of course, study, credit by evaluation (CBE), standardized examination, etc., meeting the general education requirement (for example, American History I, Human Nutrition). The title is automatically entered into the general education document in DP Planner when you indicate that the study meets a general education requirement.

Source Column
• Indicates the source of the credits (e.g., Empire State College study, CBE, etc.) The source is automatically entered into the general education document in DP Planner when you indicate that the study meets a general education requirement.

Credits Column
• Indicates the number of credits for the study. The credits are automatically entered into the general education document in DP Planner when you indicate that the study meets a general education requirement.

Knowledge and Skills Area
• This column indicates which of the 10 general education areas are being met by the study. If a title is being used to fully or partially meet the Humanities area, it cannot be used to fully or partially meet any other area. For all other areas, a title can be used for a maximum of two areas, either fully or partially, or in combination. Your mentor can help you determine how a title will fulfill the requirements.
• The Full or Partial indications are automatically entered into the general education document in DP Planner when you indicate that the study meets a general education requirement.
Meeting General Education for a Bachelor’s Degree

- Area Complete must have OK in seven of the 10 cells across the bottom of the document;
- Total Credits must be greater than or equal to 30 credits;
- The areas of Mathematics and Basic Communication must be met; and
- Critical thinking and information management are infused throughout the degree. Documentation of the infused competencies is not required, because they are expected to be addressed throughout the general education studies/courses.

Meeting General Education for an Associate Degree

- Area Complete must have OK in seven of the 10 cells across the bottom of the document;
- Total Credits must be greater than or equal to 21 credits;
- The areas of Mathematics and Basic Communication are not required but are recommended; and
- Critical thinking and information management are infused throughout the degree. Documentation of the infused competencies is not required, because they are expected to be addressed throughout the general education studies/courses.

PHASE-IN PERIOD FOR STUDENTS WHO MATRICULATED BETWEEN SEPT. 1, 2000 AND SEPT. 1, 2004

<table>
<thead>
<tr>
<th>Date</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept. 1, 2000</td>
<td>3 credits</td>
</tr>
<tr>
<td>Sept. 1, 2001</td>
<td>24 credits</td>
</tr>
<tr>
<td>Sept. 1, 2002</td>
<td>48 credits</td>
</tr>
<tr>
<td>Sept. 1, 2003</td>
<td>72 credits</td>
</tr>
<tr>
<td>Sept. 1, 2004</td>
<td>All incoming students must meet general education requirements.</td>
</tr>
</tbody>
</table>

**Your mentor helps you determine which transcript credits apply to this credit requirement.

Stop-out Implications for Meeting General Education Requirements

Effective Sept. 1, 2004, if you return after having “stopped out” for less than three years, you retain your original matriculation date and consequent general education status. If you stop out for three or more years without a concurred degree, you need to reapply for admission and receive a new matriculation date. Your new matriculation date determines if you need to meet the general education requirements. If you stop out for three to five years with a concurred degree program, you maintain your general education status. If you stop out for more than five years and you have a concurred degree program, the dean of the center/program may approve a waiver, but otherwise you need to meet the general education requirements.

Stop-out Summary

<table>
<thead>
<tr>
<th>Stop-out Period</th>
<th>Degree Status</th>
<th>General Education Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than three years</td>
<td>With or without concurred degree program</td>
<td>Retain previous status regarding general education</td>
</tr>
<tr>
<td>Three years or more</td>
<td>Without concurred degree program</td>
<td>Must meet general education requirements</td>
</tr>
<tr>
<td>Three to five years</td>
<td>With concurred degree program</td>
<td>Retain status indicated in concurred degree program</td>
</tr>
<tr>
<td>More than five years</td>
<td>With concurred degree program</td>
<td>Must meet general education requirements unless dean approves waiver</td>
</tr>
</tbody>
</table>
Every SUNY Empire State College bachelor’s degree program must have at least 30 credits and every associate degree must have at least 21 credits over seven general education knowledge and skill areas. Students seeking bachelor’s degrees are required to meet the areas of Mathematics and Basic Communication; for associate degrees, these two areas are recommended.

<table>
<thead>
<tr>
<th>Title or Documentation of Component</th>
<th>Source</th>
<th>Credits</th>
<th>Knowledge Areas (F=Full, P=Partial)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUNY GETA, Transcript, Exam,</td>
<td></td>
<td></td>
<td>Mathematics (Required for bachelor's degree)</td>
</tr>
<tr>
<td>Individualized CBE/PLA,</td>
<td></td>
<td></td>
<td>Natural Science</td>
</tr>
<tr>
<td>Pre-evaluated (ACE, NPONSI),</td>
<td></td>
<td></td>
<td>Social Science</td>
</tr>
<tr>
<td>Empire State College Study/Course,</td>
<td></td>
<td></td>
<td>American History</td>
</tr>
<tr>
<td>CDL approved course,</td>
<td></td>
<td></td>
<td>Western Civilization</td>
</tr>
<tr>
<td>NYS Regents Exam (no credit)</td>
<td></td>
<td></td>
<td>Other World Civilizations</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Humanities</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>The Arts</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Foreign Language</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Basic Communication (Required for bachelor's degree)</td>
</tr>
</tbody>
</table>

Areas Complete*

Total Credits

*If the column for the knowledge and skill area shows at least one F (full) or two Ps (partials), then that area has been fully met.
Every SUNY Empire State College bachelor’s degree program must have at least 30 credits and every associate degree must have at least 21 credits over seven general education knowledge and skill areas. Students seeking bachelor’s degrees are required to meet the areas of Mathematics and Basic Communication; for associate degrees, these two areas are recommended.

<table>
<thead>
<tr>
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<th>Source</th>
<th>Credits</th>
<th>Knowledge Areas (F=Full, P=Partial)</th>
</tr>
</thead>
<tbody>
<tr>
<td>History of Western Civilization</td>
<td>SUNY Empire State College</td>
<td>4</td>
<td>F</td>
</tr>
<tr>
<td>American History to 1865</td>
<td>SUNY Empire State College</td>
<td>4</td>
<td>F</td>
</tr>
<tr>
<td>American History 1865 to Present</td>
<td>SUNY Empire State College</td>
<td>4</td>
<td>F</td>
</tr>
<tr>
<td>Other World Civilizations</td>
<td>SUNY Empire State College</td>
<td>4</td>
<td>F</td>
</tr>
<tr>
<td>Elementary Statistics</td>
<td>Transcript</td>
<td>4</td>
<td>F</td>
</tr>
<tr>
<td>Human Biology</td>
<td>Transcript</td>
<td>4</td>
<td>F</td>
</tr>
<tr>
<td>English Composition</td>
<td>Transcript</td>
<td>4</td>
<td>F</td>
</tr>
<tr>
<td>Art Appreciation</td>
<td>Transcript</td>
<td>4</td>
<td>F</td>
</tr>
<tr>
<td>Areas Complete*</td>
<td></td>
<td></td>
<td>√ √ √ √ √ √ √ √</td>
</tr>
<tr>
<td>Total Credits</td>
<td></td>
<td>32</td>
<td>(Requirement met)</td>
</tr>
</tbody>
</table>

*If the column for the knowledge and skill area shows at least one F (full) or two Ps (partials), then that area has been fully met.