



Suffolk County Community College

Student Handbook

2024-2025



Contents

Table of Contents	2-3
President's Message	4
General Information	
Academic Calendar • Academic Integrity • Academic Programs	
Americans with Disabilities Act (ADA)	5-7
Association Advisory • Committee Athletics and Intramurals • Attendance Policy	8
Campus Safety, Emergency Information and Parking • Campus Traffic and Parking Regulations	
Class Cancellation • Change of Address	9-11
College Colors • College Mascot • College Team Name • College Operating Hours	
College Portal • College Website • Crime Statistics	12-13
Delinquent Accounts • Emergency Messaging System • Faculty Absent	
Guidelines for Student Success • Classroom Decorum	13-15
Health Insurance • Honors Designations • Information Technology • NY-Alert • Registration	15-16
Religious Observance • Student I.D. Cards • Suffolk Community College Foundation	
Transcripts/Grades	16-17
Tuition and Fees	18-22
General Education Requirements	
State University of NY (SUNY) • Suffolk County Community College • SUNY Transfer Paths	23-24
Student Codes and College Policies	
Add/Drop Period • Alcoholic Beverages • All Gender Restrooms	25
Anti-Bullying • Applying and Admittance	26-28
Bias Crimes Prevention	28
Chosen Name Policy • Classroom Disruption	28-29
Course Grade Grievance Procedure • Deferred Action for Childhood Arrivals/Temporary	
Protective Status/Undocumented Students	29-31
Non-Discrimination Notice • Email and Portal Policy	31-33
Grading System	34-36
Late Registration • Medical Withdrawal • Medical Suspension	36-37
Public Demonstration and Mass Gathering Policy • Refund Policy • Sales	37-38
Sexual Violence, Sex-based Harassment and Sex Discrimination Prevention	38-40
Sexual Violence and the Law • Smoke/Tobacco/Marijuana/Vape Free Policy • Solicitation	40-41
Student Code of Conduct • Student Complaint Resolution Policy • Students/Felony Convictions	42
Student Pregnancy or Related Conditions – Anti-Discrimination	
and Reasonable Modifications	42-44
Student Rights Notification under the Family Educational Rights and Privacy Act	44-45
Campus Services	
Academic Computing Centers • Academic Skills and Learning Centers	46-47
Admissions • ATM • Bookstore • Bulletin Boards	47-48
Bus Service • Business Office/Cashier • Calendar of Events	48
Campus Activities and Student Leadership Development	
Career Services • Center for Social Justice and Human Understanding, Inc.	48-49

Contents

Children's Learning Centers	49
Counseling Center • Dining Services • Bakers Workshop	50
Disability Services • Educational Opportunity Program (EOP) • Financial Aid	51
Health Services • Interfaith/Meditation Room • Internet Access	52
Libraries/Learning Resource Centers • Lost and Found	52-53
Mental Health and Wellness • Multicultural Affairs	53-54
Office of the Associate Dean of Student Affairs • Registrar's Office	
Student Support Services (TRIO) • Veterans Services	54-55
Veterans Services	56

Student Life

Athletics and Recreational Sports • Honor Societies	57-58
---	-------

Ammerman Campus Student Life

Art Gallery • Babylon Student Center - (ATM, Bookstore, Food Pantry, Information Booth, Interfaith/Meditation Room, Meeting Rooms, Study Lounge)	59
Calendar of Events • Campus Activities and Student Leadership Development	
Campus Activities Board • Departmental Outreach Programs • The Nook • Music	60
Peer Mentor Program • Social Media • Student Government Association	60-61
Student Organizations • Student Publications • Theatre	61-62
Ammerman Campus Map	63

Eastern Campus Student Life

Art Gallery • Athletics • Calendar of Events • Campus Activities and Student Leadership Development	
Campus Food Pantry • Employer Recruitment/Job Expo • Lounges/Meeting Rooms	64-65
Multicultural Affairs • Peer Mentor Program • Personal Development Workshops	65
Recreational Sports/Wellness • Student Government	66
Student Organizations • Student Publications • Student Success Center • Theatre	66-67
Eastern Campus Map	68

Michael J. Grant Campus Student Life

Art Gallery • Calendar of Events • Campus Activities and Student Leadership Development	
Campus Activities Board • Campus Food Pantry	69
Health Club • Interfaith/Meditation Room • Lively Arts Series	
Multicultural Affairs • Peer Mentor Program • Social Media	70
Student Government Association • Student Organizations • Student Publications	
Suffolk Leadership, Excellence, and Achievement Program (LEAP)	71
Student Lounge • Theatre and Performing Arts • Volunteer Activities	
Wellness and Recreational Programs	72
Michael J. Grant Campus Map	73

Downtown Center: Culinary Arts and Hospitality Center

Location and Directions	74
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President's Message

August 2024



Welcome to the 2024-2025 academic year! We are excited you have chosen to begin your college experience by joining us here at SUNY Suffolk. We believe you belong here, so we offer a huge variety of opportunities for you to learn, grow, and excel as you pursue your academic and professional goals.

Our college faculty and staff are committed to supporting your success and helping you progress during your academic journey. You'll be expected to think critically and show good judgment within our educational community, where principles of freedom of expression, education, diversity, and fairness are valued and affirmed. Once you arrive, you will see that our college community is vibrant, creative, and caring, and I urge you to take advantage of our co-curricular programs in music, theatre, athletics, student clubs and student government. No matter what you're interested in, you'll find a community at Suffolk that shares your passion.

I encourage you to identify your goals, create your pathway, and recognize the incredible value your education will bring to bear on your future. Whether you start at SUNY Suffolk with the goal of transferring to a four-year institution after graduation or you're taking classes to enhance your career skills, you'll find every element you'll need to succeed.

This handbook has been designed to provide you with a quick and easy way to find answers, get information that will enhance your educational experience, and access the resources and services that can support you as you encounter any challenges. YOU are the most important member of our college community, so please don't hesitate to reach out to me or any member of the college's leadership team if you need guidance or are unable to find the resources necessary to successfully reach your goals. I wish you much success this academic year and I welcome you to our incredible community.

Sincerely,
Edward T. Bonahue, Ph.D.
President

General Information

Academic Calendar

The college [Academic Calendar](#) provides you with important information about dates of note within the academic year. These include, but are not limited to, when classes begin and end, holidays, dates for registration and priority registration, etc.

Academic Integrity

The Student Code of Conduct includes integrity as a core value and expects ethical decision-making by students in college and in their future professions. The Code prohibits academic misconduct, which includes any action that results in students giving or receiving unauthorized assistance in an academic exercise. Academic exercises include all forms of work submitted for credit. Academic misconduct includes, but is not limited to:

Cheating

Unauthorized use of textbooks, notes, mobile devices, artificial intelligence tools, or other sources during an academic exercise;

Plagiarism

Using another's words or ideas without crediting them, including using material generated by artificial intelligence tools for an assignment without instructor authorization;

Complicity

Helping a student, or being helped, to engage in academic misconduct;

Multiple Submissions

Submitting the same work for credit in more than one course without the instructor's permission;

Falsification and Forgery

Inventing information or falsifying the identity of a student.

Most academic misconduct incidents are resolved directly between the faculty member and the student. When appropriate, academic misconduct may be addressed by the Campus Associate Dean of Student Affairs. The Student Code of Conduct provides detailed information and possible consequences for academic misconduct. If students believe they have been wrongly accused of academic misconduct, they may pursue the matter through the Course Grade Grievance Procedure after the final grade for the course has been recorded on the transcript.

Academic Programs

The college website contains a complete listing of [college Majors and Programs](#).

Notice Under the Americans with Disabilities Act

[Notice Under the Americans with Disabilities Act](#). Suffolk County Community College is committed to ensuring accessibility of its programs, services, and activities for students, faculty, staff and other members of the college community, as well as the general public, including individuals with disabilities. In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), Suffolk County Community College does not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

Employment:

Suffolk County Community College does not discriminate on the basis of disability in its hiring or

[return to contents page](#)

General Information

employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission (EEOC) under Title I of the ADA.

Effective Communication:

Suffolk County Community College will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in Suffolk County Community College programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

Modifications to Policies and Procedures:

Suffolk County Community College will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in Suffolk County Community College offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Suffolk County Community College, should contact the office of the appropriate ADA Coordinator identified below as soon as possible. The college will do its best to consider a request for an aid, service, accommodation, or modification whenever presented, but last-minute requests may not be able to be accommodated because of insufficient time to gather the appropriate documentation or to implement the specific accommodation. In such cases, the ADA Coordinator will endeavor to identify a solution that will accommodate the request as best as possible under the circumstances, to the extent feasible.

Campus ADA Coordinators for Students

The college Office of Disability Services is available to assist students with disabilities through the provision of special services, auxiliary aids, and reasonable program and policy modifications. The college Director of Disability Services is available to assist students on all campuses. Additionally, each campus at the college has Disability Services counselors.

Jennifer Forni

College Director of Disability Services
fornij@sunysuffolk.edu • (631) 451-4046

Ammerman Campus

Christina Stoss and
Kimberly Birnholz
Office of Disability Services
Ammerman Building 202
533 College Road
Selden, NY 11784-2899
(631) 451-4045
disabilitya@sunysuffolk.edu

Michael J. Grant Campus

Suzanne Cook, Carissa Scarfi and
Andrea Vittorio
Counseling Center
Caumsett Hall, Lower Level 20
Crooked Hill Road
Brentwood, NY 11717-1092
(631) 851-6355
disabilityg@sunysuffolk.edu

Eastern Campus

Christine Miceli and Daniel Lauterman
Student Success Center
Peconic Building 122
121 Speonk-Riverhead Road

General Information

Riverhead, NY 11901
(631) 548-2500
disabilitye@sunysuffolk.edu

More information on the college [Office of Disability Services](#) is available on the college website.

College-Wide ADA Coordinator

For all other inquiries and requests, including for auxiliary aids or services for effective communication with or regarding the general administration of the college, for a modification of policies or procedures regarding the general administration of the college, if you anticipate needing accommodation for a campus or college event or program, or if you have questions about physical access, please contact:

Jennifer Forni

College Director of Disability Services
Suffolk County Community College
533 College Road – Ammerman Bldg. 202
Selden, New York 11784
(631) 451-4046
fornij@sunysuffolk.edu

The ADA does not require Suffolk County Community College to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden. Suffolk County Community College will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

Complaints/Grievances

Complaints that a program, service, or activity of Suffolk County Community College is not accessible to persons with disabilities should be directed to the appropriate ADA Coordinator, as set forth above. In addition, Suffolk County Community College has a [discrimination complaint procedure](#), that may be utilized to file a complaint of unlawful discrimination on the basis of disability with the college Civil Rights Compliance team.

Officers:

Christina Vargas

Chief Diversity Officer / Title IX Coordinator
Ammerman Campus, NFL Bldg. Ste. 230
533 College Road, Selden, New York 11784-2899
(631) 451-4950
vargasc@sunysuffolk.edu

Dr. Dionne Walker-Belgrave

Affirmative Action Officer / Deputy Title IX Coordinator
Ammerman Campus, NFL Bldg. Ste. 230
533 College Road, Selden, New York 11784-2899
(631) 451-4051
walkerd@sunysuffolk.edu

For more information, see: www.sunysuffolk.edu/nondiscrimination.

General Information

Association Advisory Committee

Each campus has a committee composed of students, faculty and administrators who meet to review requests and make recommendations to the Board of Directors of the SCC Association, Inc. on the use of the college fee on that campus. The fee is used to support athletics, theatre, campus activities, student publications, child care programs and additional college programs. There is also a college-wide committee that addresses college fee issues that concern all three campuses.

Athletics and Intramurals

Main Athletic Office (631) 451-4380

The athletic program is a vital component of the college co-curricular offerings. Suffolk is a member of the National Junior College Athletic Association (NJCAA) – Division III, Region XV. Men's teams include baseball, basketball, bowling, cross-country, soccer, and track and field. Women's teams include basketball, bowling, cross-country, soccer, softball, track and field, and volleyball. The Cheer Team and E-Sports are sponsored by the Athletic Department. All students participating in intercollegiate athletics must be registered full-time and meet the academic eligibility requirements of the NJCAA and Suffolk County Community College. In addition to the athletic program, the office coordinates a college-wide intramural program for all full and part-time students. Offerings for both men and women include basketball, soccer, flag football, badminton, volleyball and other activities. Check with the athletic office for days/hours and the current schedule of offerings on each campus.

Attendance Policy

Regular attendance is considered essential for academic success. Students are expected to attend every class session, no matter the modality, of each course for which they are registered. Excessive absences may have a negative impact on a student's academic performance and/or eligibility for financial aid.

Each instructor must provide an attendance policy in the course syllabus, allowing for a minimum of one week's worth of absences including absences due to illness or other unforeseen circumstances. For example, if a class meets twice a week in a 15-week term, a student must be entitled to at least two absences. The equivalent of one week may differ depending on the length of the term.

The college defines attendance in online courses as regular participation in course-related activities, which may include, but is not limited to: contributing to online discussion, engaging in virtual live instruction (when applicable), submitting an assignment, taking a quiz or exam, viewing and/or completing a tutorial, or communicating with a faculty member regarding course content. Logging into an online class is not sufficient, by itself, to demonstrate attendance or participation by the student.

Students absent from a class for any reason are responsible for any missed work and any other relevant requirements stated in the course syllabus. In the event that a student is absent, it is always recommended that the student contact the instructor to discuss missed work and class content.

Federal financial aid regulations require the college to report a student's last date of attendance for each course; in most cases faculty will be asked to confirm this date. Consequently, faculty must take attendance at each class meeting.

In accordance with New York State Education Law, Section 224-a, any student who is unable, because of religious beliefs, to register or attend classes on a particular day or days will be excused from any examination, study, or work requirements [scheduled on that day]. It is the responsibility of the faculty to make available [to the student] an equivalent opportunity to make up any examination, study, or work requirements within a reasonable amount of time of the religious observance. It is the responsibility of students to notify their professor at least one week prior to the religious observance, via their college email account or otherwise in writing, of their intention to be absent from class.

General Information



Campus Safety, Emergency Information and Parking

Special Note: Program your cell phone to (631) 451-4242 for 24/7/365 campus emergency response or dial 311 from any campus phone. You can also use 911 at any time. When you call, be sure to indicate the nature of your problem and location.

Fire and Public Safety

The [Office of Public Safety](#) is available to assist students, faculty, and staff with public safety issues and concerns. Public Safety will take reports on all crimes, accidents, and incidents. If necessary, Public Safety will involve outside law enforcement. Public Safety is charged with enforcing campus parking and other college policies. Public Safety is also responsible for environmental health, lab safety, and fire safety.

Emergency safe havens, situated in designated building stairwells on campus, provide telephone access to Public Safety for reporting emergency or safety-related issues. Blue light emergency phones are located in several locations on all campuses. If you are uncomfortable walking on campus, call 451-4242 to utilize the campus escort service.

Public Safety is located at the following locations:

Ammerman Campus	Kreiling Hall, lower level	(631) 451-4221
Eastern Campus	Peconic Building, Rm 119	(631) 548-3639
Michael J. Grant Campus	North Cottage, Public Safety	(631) 851-6889
24-Hour Emergency phone number		(631) 451-4242

Campus Traffic and Parking Regulations

The following traffic and parking regulations are designed for the safety of all members of the college community. Questions should be directed to your campus Public Safety Office. Public Safety offices are located in the following areas: Ammerman Campus – Kreiling Hall, lower level; Michael J. Grant Campus – North Cottage; Eastern Campus – Peconic Building, Room 119.

Enforcement of Rules and Regulations

College Public Safety Officers are authorized to enforce these and other rules and regulations and to prevent violations thereof. Failure to obey the directions and instructions of Public Safety personnel will subject you to a penalty. You must carry your student ID card at all times while on campus. Local law enforcement will occasionally patrol and enforce all NYS Vehicular and Traffic Laws.

Vehicle Registration

With the exception of official visitors, all motor vehicles on the campus, including motorcycles, must be registered with the college. If there is an occasion when you have to drive an unregistered vehicle onto the campus, you must obtain a temporary parking pass from campus Public Safety. Information on how to [register your vehicle\(s\)](#) is on the college website or at your campus Public Safety Office. For vehicle registration questions, please email parkpermit@sunysuffolk.edu.

Public Safety Help Desks:

Ammerman Campus	Kreiling Hall, lower level	(631) 451-4221
Eastern Campus	Peconic Building, Rm 119	(631) 548-3639
Michael J. Grant Campus	North Cottage, Public Safety	(631) 851-6889

General Information

Parking Permits

All students, faculty, staff, and administrators must have a valid parking permit in order to park on college property. Permits can be obtained online through the student or faculty/staff portal, MySCCC. Click on the parking permit link and follow the instructions for registering your vehicle; more than one vehicle can be registered with the college, but ALL students, staff, faculty and administrators will not receive additional stickers. Permits are transferable to other vehicles. After completing the registration process, a parking permit will be mailed to the address you provide. ALL vehicles must be registered with the college. REPLACEMENT PERMIT FEE \$15.00, payable at the campus cashier only. For those persons who do not have access to a computer at home, computers are available at all campus libraries and computer laboratories.

Display of Permit

All parking permits are to be displayed in the front windshield on the lower right (passenger) interior side. Failure to properly display a permit may result in a summons being issued. The permit decal can be moved from one vehicle to another, so long as each vehicle has been properly registered with the college. Parking permits obtained through misrepresentation or other unauthorized means are void, and appropriate disciplinary action will be taken against offenders. Parking permits are issued to the person and not to the vehicle.

Speed Limit and Pedestrians

The speed limit is 15 miles per hour while on any college campus. Pedestrians have the right of way in all marked and striped pedestrian roadway crossings. Please be courteous and yield to pedestrians and oncoming vehicles.

Parking Lot Designations

WHITE lined parking stalls are for students and visitors

RED lined parking stalls are for faculty, staff, and administrators

BLUE lined parking stalls are for handicapped vehicles displaying the appropriate permit

Motor vehicles must be parked between the lines. Parking along any roadway or in restricted areas is not permitted. The college, having marked approved spaces, is under no obligation to mark all areas where parking is prohibited. Parking is permitted in designated spaces only. These spaces are marked by parallel lines.

Designated Restricted Areas

Fire Zones (yellow): Areas within 15 feet of a fire hydrant or fire standpipe are fire zones. Each loading zone is also a fire zone. No parking is allowed in fire zones at any time.

Fire Lanes (yellow): Fire lanes in parking fields and elsewhere are identified by yellow striping. No parking or "standing" is permitted in these lanes at any time.

Parking for Physically Disabled (blue): Only those having a town or state permit may park in these areas. Sidewalk and Grassland Areas: Motor vehicles may not be parked on any sidewalk. Parking on the grass is prohibited unless permitted by Public Safety personnel.

Disabled Vehicles

If your vehicle becomes disabled, notify Public Safety immediately. A disabled vehicle must be removed from the campus within 24 hours or it will be considered abandoned. If a vehicle is abandoned, it will be removed at the expense of the owner.

General Information

Appeals for Students/Faculty/Staff

INDIVIDUALS WHO HAVE RECEIVED A COLLEGE SUMMONS ARE FULLY RESPONSIBLE FOR THE SUMMONS. To appeal a summons, you must complete and submit a Summons Appeal Violation form available at your campus Public Safety Office. Appeals must be submitted to the Public Safety help desk within fourteen (14) days of the date on the summons. Appeals will not be accepted after 14 days. The results of the appeal will be forwarded to your Suffolk County Community College mailing address. No other notification concerning the appeal will be made. Should the appeal be denied, any obligation should be paid within five (5) days of the appeal notification.

Public Safety Help Desks:

Ammerman Campus	Kreiling Hall, lower level	(631) 451-4221
Eastern Campus	Peconic Building, Rm 119	(631) 548-3639
Michael J. Grant Campus	North Cottage, Public Safety	(631) 851-6889

Appeals for All Other Campus Visitors

If you are not a SUNY Suffolk student, faculty or staff member, you can appeal a summons by obtaining and submitting an appeals form at any Public Safety Office. Appeals MUST be submitted within fourteen (14) days of the date on the summons. Appeals will not be accepted after 14 days. You will be notified by mail of the result of your appeal. Should the appeal be denied, any obligation must be paid within five (5) days of the appeal notification.

Summons Fine Schedule

In order to enforce certain policies, our campus Public Safety personnel issue summonses to those they believe to have violated such policies. The following is a schedule of these fines:

Violation	Fine
1. Failure to register vehicle with college	\$30.00
2. Parking in other than designated area	\$50.00
3. Driving or parking on restricted roads or pedestrian walkways	\$100.00
4. Obstruction of a trash container, crosswalk, handicap curb cut, or loading zone	\$75.00
5. Littering on campus	\$50.00
6. Parking in a fire zone or fire lane or within 15 feet of a fire hydrant	\$150.00
7. Parking in handicapped zone or stall	\$280.00
8. Failure to obtain a college student ID card (see pg. 17 for more detail)	\$25.00

Cancellation of Classes

Please tune to local radio stations (WBLI, WBAB, WALK and WLNG) as well as News12 Long Island to determine if classes are cancelled. Be alert to the time and campus mentioned since closing or cancelling may involve only morning, afternoon or evening classes at a particular campus. Cancellations will also be posted on the [college website](#).

Change of Address

Change of mailing address and telephone number can be done online; change of permanent residence address must be submitted to the Registrar's Office.

General Information

College Colors

The college colors are reflex blue and white.

College Mascot

The college Mascot is named Finn.

College Team Name

The college team name is The Sharks.

College Operating Hours

Administrative office hours are generally 9:00 a.m.-5:00 p.m., Monday through Friday. Some offices on campus do have extended evening or weekend hours at various times throughout the year. Please check the office hours posted online through the student portal. Faculty office hours are determined by the individual faculty member and are generally posted in the office area. It is preferred that students arrange appointments for conferences.

College Portal

The Suffolk Login Portal is your go-to location to perform various functions such as registration and payment, and to access important information such as your degree audit, financial aid status, class schedule and transcript.

College Website

[SUNY Suffolk's website](#) provides access to college news, important information about programs and support services, online education, and campus activities. The Admissions, Financial Aid, Registrar and Cashier sites, provide general information about these services along with links to forms and other resources. The site also includes Counseling and Advising, Career Services and Cooperative Education, Disability Services, Health Services, Children's Learning Centers, Student Support Services, and information for student veterans.

On the college website, you can search the Suffolk scholarship database, check out job opportunities, learn about adaptive equipment and typical accommodations for students with disabilities, download an advising worksheet for your curriculum, view the transfer evaluation tables, check the calendar of upcoming events, as well as find answer to your questions about immunizations, and learn about other college programs and services.

The Experience Student Life area includes Campus Activities, Athletics, Multicultural Affairs, as well as Theatre and the Arts. On the site, you will find a database of student organizations, along with athletic team schedules and results for our NJCAA Sharks.

Website Accessibility

Suffolk County Community College is committed to ensuring accessibility of its website for students, faculty, staff, and other members of the college community, as well as the general public, including individuals with disabilities. In accordance with Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act, all persons are entitled to access the college website and its content. The college is striving to meet Web Content Accessibility Guidelines (WCAG) 2.0 Level AA and the Web Accessibility Initiative Accessible Rich Internet Applications Suite (WAI-ARIA) 1.0 for web content. If you have difficulty accessing information on the college website due to a disability, please contact Michael Forte, the college Assistant Director of Web Services, at (631) 451-4248 or fortemj@sunysuffolk.edu, and provide the following information:

- The web address of the requested material;

General Information

- The nature of your accessibility problem;
- The preferred format to receive the requested material; and
- Your contact information (name, email address, and phone number).

The webmaster or other appropriate person will respond to you and will assist you with obtaining access to online information or functionality, or will provide equally effective alternative access.

For more information, please see the college [Accessibility webpage](#).

Crime Statistics

Our campuses are safe environments, but you are encouraged to be aware of your surroundings.

Suffolk County Community College provides information on campus crime statistics, safety awareness, crime prevention, sexual assault, alcohol and drug education, bias crimes, and sexual harassment. For details, please refer to the [Annual Security Report](#). Crime statistics for Suffolk County Community College, as well as other colleges throughout the United States, are also available on the [U.S. Department of Education's Website](#). For additional information, contact the Director of Public Safety at (631) 451-4212 or (631) 451-4242.

Delinquent Accounts

Students whose accounts are not paid in full by the tuition due date will be assessed late charges. Unpaid balances at the end of the semester may be referred to a collection agency and subject to interest charges and collection expenses. Unpaid balances may affect the release of degrees or registration for future semesters.

Emergency Messaging System

Suffolk County Community College has partnered with School Messenger, an automated service, to provide text messaging communications to the college community. By providing the college with a cellphone number where you can be reached, the college will use text messaging to inform you of the following:

- Campus notifications such as building or road closures and power outages
- Enrollment procedures like registration, grading, scholarships, and tuition reminders
- Events such as lecture series and athletic competitions

To receive these text messages you must identify the cellphone number you would like the college to use. You can do this in MySCCC by selecting the Update Phone link and following the steps to update or confirm your cellphone number(s).

Once you either confirm or update your cellphone number, you will automatically receive text messages. You must take the above actions as soon as possible in order to receive important information from the college via text message.

Note that NY-Alert will remain the official emergency notification system of the college.

Faculty Member Absent from Class

In the event that a faculty member is not present at the normal time a class is scheduled to begin, and students have not been previously notified, students are to wait in the class for a minimum of 15 minutes. At the end of that time, if the faculty member has not arrived and no special instructions have been received, students are permitted to leave without penalty.

Guidelines for Student Academic Success

A college education, like all learning, should be a challenging and rewarding experience. Learning changes us, enhances our understanding of the world, forces us to make choices and take risks, and provides lifelong benefits.

Your academic attitude will make the difference. You share responsibility, along with your professors, for

General Information

your education. These responsibilities include behaving courteously and respectfully toward your professors and your classmates and becoming self-disciplined in your learning. For a successful college experience you will need to:

- Attend all your classes
- Come to class fully prepared and ready to participate
- Meet the requirements established by the professor; listen, question and respond in class
- Allocate adequate study time - two to three hours of study for every hour spent in class
- Avoid last-minute cramming
- Create a weekly study schedule and study every day
- Make academic responsibilities a priority in your daily life

The faculty at Suffolk County Community College are dedicated to helping you learn. The college is designed to offer you opportunities to further your educational goals. Recognizing that abilities and experiences vary, the college provides a wide range of supportive services to help you achieve your goals.

In the final analysis, however, you must earn your grades through hard work, self-discipline and a personal commitment to learning. The rewards will be lifelong learning skills, self-confidence, and the ability to achieve your personal goals.

Student Success Tips

1. **PURPOSE:** Form a strong, clear mental image of who you want to be.
2. **FLEXIBILITY:** Explore many worthwhile routes to your goal.
3. **OPENNESS:** Keep an open mind since your college education will introduce you to many new ideas, experiences and groups.
4. **EXCELLENCE:** Commit yourself to excellence.
5. **SELF-CONFIDENCE:** Believe in your ability to succeed and seek out peers and mentors who will reinforce this.
6. **ATTITUDE:** Nurture and maintain a positive attitude. Your educational journey will include highs and lows.
7. **SELF-EVALUATION:** Be conscious of your strengths and weaknesses. Seek help before you need it.
8. **TIME:** Use your time wisely.
9. **PERFORMANCE:** Bear in mind that your college education constitutes a monetary investment in you by various groups in our society and government, as well as by yourself. A great deal will be expected of you.
10. **PRIORITIES AND FOCUS:** Prioritize commitments and stick to planned goals. See yourself continually moving forward, especially during difficult times.
11. **WELLNESS:** Respect, prize and take care of your body. It is one of your most important assets.
12. **VALUES:** Treasure personal values. These are what will keep you "standing tall." College is an important rung up the professional and societal leadership ladder. Many will be looking up to you.

Guidelines for Classroom Decorum

An effective learning environment is essential to your success as a college student. Therefore, students in class will be expected to:

1. Arrive on time and be prepared for class to begin promptly at the scheduled hour. Lateness interrupts the intent and structure of the class presentation.
2. Take care of personal needs before or after class or during any class break. Leaving in the middle of class, unless there is an emergency, creates another disruption, no matter how discreet.
3. Turn off all audible sounds from electronic devices and/or cell phones.
4. Show respect for your classmates as well as your instructor by listening attentively, participating actively, and refraining from side conversations or other disruptions.

General Information

5. Use appropriate language when addressing classmates and the instructor during the class session.
6. Consult privately with the instructor when extenuating circumstances require special arrangements.
7. Students whose behavior in class is considered disruptive may be subject to disciplinary action described in the Student Code of Conduct.

Health Insurance

Students must find their own private health insurance coverage. Individuals under the age of 26 may qualify for health insurance under a parent's plan. Individuals may also be eligible for coverage under their parent's plan until age 29 under State law if certain requirements are met. For more information, see the NYS Department of Financial Services website. Those who do not qualify for coverage under a parent's health insurance policy should visit the [New York State Health Plan Marketplace](#). By following the steps outlined on the website, students can identify and purchase healthcare coverage ideally suited to their own needs, as well as explore whether they qualify for free or low-cost coverage options and assistance that may be available to obtain coverage. Some students may not be able to obtain coverage through the Marketplace until the applicable open enrollment period for coverage begins, but some students may qualify for a special enrollment period and, thus, be able to obtain coverage now. We encourage students to research their eligibility and coverage options as soon as possible.

Please note that it is extremely important for students to obtain health insurance. The college encourages its students to pursue either: (a) coverage through a parent's health insurance or; (b) a personal policy available through the online Marketplace. Students are responsible for their own health and should take the time to find the ideal insurance options.

Honor Designations

Dean's List. A student's outstanding scholastic achievement at Suffolk County Community College is recognized each semester by his or her inclusion on the Dean's List. Students whose semester grade point average is 3.5 or higher, with no incompletes, who have completed a minimum of 12 credit hours during the semester qualify for the Dean's List. This academic achievement is noted on the student's permanent record.

NOTE: Developmental courses do not qualify because they do not carry college-level credit.

Information Technology

Suffolk County Community College students are provided access to various information technology resources. Among these are computers in departments and general use labs, the MySCCC portal, e-mail accounts, and Internet connectivity both from on-campus facilities and available via the college general purpose wireless network.

To provide these services, resources must be effectively and equitably managed. The following sections identify utilization responsibilities, account eligibility, and activation procedures.

Student Technology Responsibilities

The college uses e-mail and announcements sent to a student's MySCCC portal account as one of the methods to provide official notices and communications to students. The college expects students to regularly access their college e-mail account. Students are responsible for familiarizing themselves with the information displayed in the portal and/or sent to their e-mail account.

A student's use of technology resources is governed by the college Information Technology Policies and Guidelines. In addition, the Student Code of Conduct identifies certain prohibited behaviors and requires compliance with this policy. In general, the policy requires individuals to respect the rights of others, avoid activities that burden system resources and protect the integrity of the software and equipment. The policy

General Information

includes provisions on privacy, utilization monitoring, and sanctions for violations.

The full text of this policy can be obtained at the Associate Dean of Student Affairs Office or accessed on the college website. All technology users are responsible for knowing the college policies and adhering to the guidelines and restrictions contained within them.

Web-based Services and Internet Access Eligibility

The MySCCC portal, e-mail, on-campus Internet access, and access to the wireless network are available to Suffolk County Community College students taking credit classes. Internet access is available from designated computers at the college and via the college's wireless network.

Online Account Procedures

Portal and e-mail accounts are self-activated by students. Access and expiration time frames vary dependent upon a student's enrollment status. Upon expiration of a student's account, material left in an account will be deleted. Portal account credentials are also used to log in to student computers on campus. Use of these computers and the wireless network are subject to the acceptable use parameters listed in the college policy referenced above.

NY-Alert

Suffolk County Community College has implemented NY-ALERT, a service of the New York State Emergency Management Office.

This system will allow alerts to be sent directly to you in response to any event or situation which poses a campus safety concern. By enrolling in NY-ALERT, we will be able to reach you by telephone, text message, e-mail, or fax. Participation is encouraged, but completely voluntary. To sign on for this service, simply follow the instructions on the student portal (MySCCC) on the [college website](#).

Your contact information will only be used for the purposes of keeping you informed through the NY-ALERT system and will not be shared with any other organization. For enhanced safety and security, enter your information today. During campus or area emergencies, students can check the college website regularly for updates.

Registration

Priority Registration

Each semester, the college facilitates registration for the following semester for currently enrolled students during the Priority Registration period. Students are assigned a day to register according to the number of credits completed at SUNY Suffolk in their degree program. Students should plan to register on their assigned day in order to get the best selection of courses at the best possible times. They should also plan to meet with their faculty advisor, a faculty member in their department, or a counselor prior to their registration date for advice on course selection and degree completion.

Web Registration

Previously enrolled students and new students who have already registered, can register and pay their tuition online. Students on academic warning are required to obtain a signature from a faculty advisor prior to registering. All students are encouraged to meet with a faculty advisor prior to registering.

Religious Observance

As provided for in New York State Education Law § 224-a, student absences from class necessitated by religious observance will be deemed an excused absence, with no academic consequences. Students must notify their professor in advance of their religious observance, via their college email account or otherwise

General Information

in writing, of their intention to be absent from a particular class due to a religious observance; notification should occur at least one week prior to the religious observance. While not exhaustive, [this list of holidays](#) will provide notice to the faculty of the religious observance dates of many faiths practiced by our students. Observing students shall be granted reasonable arrangements and/or be permitted a reasonable amount of time to make up missed quizzes, tests, assignments, and activities covered in their absence. Please refer to the college [Religious Observance Policy and Procedures](#) for additional information. Religious Observance FAQs are also available on the [Academic Calendar](#) webpage.

Student Identification Cards

Students are required to obtain and carry a college-issued photo identification card. The ID card is needed to access library and computer center services, and for use with the college meal plan. It must be presented in all college offices in order to receive services. Schedule and locations of ID card stations can be found on the college website. Replacement cards are available for a fee. Once the semester begins, registered students without a SUNY Suffolk ID card will be billed an ID card Non-Compliance fee and may be denied services until the card is obtained.

Photographs for ID cards are taken in the following locations:

Ammerman	Registrar's Office, Campus Activities Office, Public Safety Office
Eastern	Peconic Building, Public Safety Office 119
Michael J. Grant	North Cottage, Public Safety and Registrar's Office, Caumsett Hall, 113

Suffolk Community College Foundation, Inc.

The Suffolk Community College Foundation is a 501(c)(3) non-profit corporation established to advance the mission of Suffolk County Community College through resource development, community outreach, event fundraising and keeping alumni connected. Its volunteer Board of Directors are leaders from throughout Suffolk County's diverse communities, businesses, and industry sectors who develop additional resources to enable the college to provide quality educational experiences for its students.

Scholarships and Hardship Funds

The Suffolk Community College Foundation also sponsors awards over \$550,000 through hundreds of scholarships, awarded annually. The Foundation also sponsors student hardship funds providing critical financial support to students facing unanticipated financial crisis. The Foundation hosts the Alumni Association, a collective of more than 140,000 alumni whose pathway to success started at Suffolk County Community College. The Alumni Association serves to enhance the well-being of students, alumni and the community by hosting various social, cultural and fund-raising events. Graduates of Suffolk County Community College are encouraged to maintain a relationship through the Online Alumni Directory and to support current students in achieving their dreams. For more information, call (631) 451-4941. To make a secure, convenient online donation or to learn more about the Foundation, please visit sunysuffolk.thankyou4caring.org.

Transcripts and Grades

At the end of the semester, students can review their grades earned on their unofficial transcript. Services related to official transcripts are provided in the Central records Office located on the Ammerman Campus.

Suffolk County Community College has appointed an online service for processing and sending official electron transcripts on behalf of SUNY Suffolk. For the most expedient service, order your transcript online here: [SCCC transcript online](#).

General Information

Tuition and Fees

Suffolk County Community College operating costs are funded by: 1. tuition and fees paid by students, 2. state aid provided by New York State, and 3. funding appropriated by Suffolk County.

The college charges full-time tuition to students who take 12-18 credits per semester. Students who take fewer than 12 credits or more than 18 credits are charged on a per credit basis.

The college has two tuition rates: resident tuition, charged to Suffolk County residents, and non-resident tuition, charged to all non-Suffolk County residents. Non-resident tuition is currently double the resident tuition rate. To qualify for resident tuition, a student must have legal domicile of one year in New York State and six months in Suffolk County. The legal residency of unmarried students under the age of 21 is that of their parents. Suffolk County permanent residents with valid Permanent Resident Cards ("green cards") are charged resident tuition as long as they meet the residency requirements indicated above.

New York State residents who live in other counties may be eligible for the resident tuition rate. To qualify, they must submit a Certificate of Residence from their home county prior to registration. Applications are available at the college business office and also on the [student portal](#). Students must file their applications with their home county's Chief Financial Officer/Treasurer no more than two months before the start date of the semester (no later than 30 days after the start of classes for some counties). A Certificate of Residence is valid for no more than one year and must be renewed every year. The Certificate of Residence must be returned to the college in person or by mail to any campus business/cashier's office, or to the college Office of Business and Financial Services (Room 232, NFL Building, Ammerman Campus, 533 College Road, Selden, NY 11784) or by fax to (631) 451-4444.

Non-Suffolk residents who do not comply with the Certificate of Residence requirement and non-Suffolk residents in the United States on a student visa who are ineligible for the Certificate of Residence are responsible for the full non-resident tuition.

For terms that begin after July 1, 2017, under the GI Bill, a veteran who enrolls at the college within three years of discharge from a period of active duty service of 90 days or more will pay resident tuition. There are no longer any residency requirements, or non-resident tuition charges for veterans or their eligible dependents using the covered GI Bill programs.

NOTE: The tuition deposit, which is applied to the payment of tuition, is nonrefundable.

An unused tuition deposit may be applied to the payment of tuition for a one-year period which will include the semester for which the tuition deposit was made. Payment of full-time tuition permits a student to register for 12-18 credit hours of course work in a semester. Special permission must be obtained from Academic Affairs in order to register for more than 18 credits in any semester. Each request is evaluated on the basis of its merit, including the student's prior academic records, and his/her commitments other than college. Other fees are applicable to the sessions as appropriate. The level of tuition rates for non-credit courses is, in general, similar to for-credit course charges.

The following schedule of tuition and fees for Suffolk County Community College is in effect through the summer of 2025 and applies to all campuses and extension sites of the college.

Tuition and fees must be paid according to established payment dates and at the time of registration when daily descheduling is in effect. In the event a course is canceled, tuition and fees for that course are refunded in full. Tuition is refundable according to the college refund schedule.

All tuition, fees and related refund policies are subject to change at the discretion of the college. The following tuition and fees are in effect for the 2024-2025 academic year:

General Information

Tuition and Fees Full-time Students — 2024/2025

Tuition, Residents	\$2,915	per semester
Tuition, Non-Residents	5,830	per semester
Tuition Deposit (Applied to tuition but non-refundable)	110	
Tuition Payment Plan Fee	55	per semester
Administrative Collection Fee	100	
Application Processing Fee	45	
Applied Music Fee	495	per semester
Challenge Examination Fee	110	per course
College-Level Examination Program (CLEP) Fee	44	
College-Level Examination Program (CLEP) Late Fee	25	
Culinary Arts Program Fee	75	per credit
(Applicable courses will be indicated in the current catalog)		
Failure to Obtain College ID Card	30	
Health and Wellness Fee	25	per semester
Laboratory/Equipment/Special Program Fees	85	per course
(Applicable courses will be indicated in the current catalog)		
Late Payment Fee	35	
Late Registration Fee (begins 1 week prior to 1st day of session)	35	per session
Liability Insurance Fee	55	per course
Littering College Campus	55	
Meal Plan (Ammerman/Grant) only - enrolled 9 credits or more)	100	per semester – Fall, Spring
Music Performance Lab Fee	40	per course
Nursing Fees:		
RN Nursing Fee	2,500	
PN Nursing Fee	2,250	
Physical Education Fee	85	per course
(Face to face courses)		
Prior Learning Assessment		
Basic Fee for Portfolio Evaluation	110	
Supplementary Fee	1/3 tuition of credits requested	
Records Maintenance Fee	5	/credit - max. \$60/semester
Replacement of Lost ID Card Fee	15	
Returned Check Fee	35	per each
Smoking Policy Violation	25	
Student Activity Fee	10	/credit-max. \$105/semester
Technology Fee	240	per semester
Transcript Fee	15	paper, 10 electronic

Tuition and Fees continued...

General Information

Vehicle Fees:

Vehicle Registration Fee	\$20	/sem.- Fall, Spring
Driving or Parking on Restricted Roads or Areas	110	
Excessive Speed on Campus	110	
Failure to Register/Renew Vehicle with College	35	
Failure to stop, to obey signs or security personnel	110	
Failure to yield to pedestrians	110	
Obstruction of a trash container/ crosswalk	85	
Parking in a fire Zone/lane or 15 ft of fire hydrant	165	
Parking in Handicapped Area	310	
Parking in other than Designated Area	55	
Replacement of Lost Parking Sticker	15	
Vet Tech Program Fee	1,100	
English as a Second Language (ESL) Non-credit Tuition		
Cat. #s ELL001, ELL010	450	per semester
Cat. #s ELL003, ELL005, ELL007, ELL008	225	per semester
Cat. #s ELL002, ELL004, ELL006, ELL009	225	per semester
Cat. #s ELW001, ELW002, ELW003, ELW004, ELW005, ELW006, ELW007, ELW008, ELW009, ELW016	190	per semester
Cat. #s IEP074, IEP084	2,200	per semester
Cat. #s IEP094 and either IEP092 or IEP093	2,200	per semester
Cat. #s IEP092, IEP093	260	per semester
Estimated Books and Supplies	750	per semester

Tuition and Fees Part-time Students — 2024/2025

Tuition, Residents	\$243	per credit
Tuition, Non-Residents	486	per credit
Tuition Payment Plan Fee	55	per semester
Administrative Collection Fee	100	
Application Processing Fee	45	
Applied Music Fee	495	per semester
Challenge Examination Fee	110	per course
College-Level Examination Program (CLEP) Fee	44	
College-Level Examination Program (CLEP) Late Fee	25	
Culinary Arts Program Fee	75	per credit
Failure to Obtain College ID Card	30	
Health and Wellness Fee	25	per semester

Tuition and Fees continued...

General Information

Laboratory/Equipment/Special Program Fees (Applicable courses will be indicated in the current catalog)	85	per course
Late Payment Fee	35	
Late Registration Fee (begins 1 week prior to 1st day of session)	25	per semester
Liability Insurance Fee	55	per course
Littering College Campus	55	
Meal Plan (Ammerman/Michael J. Grant) only - enrolled 9 credits)	100	per semester – Fall, Spring
Music Performance Lab Fee	40	per course
Nursing Fees:		
RN Nursing Fee	2,500	
PN Nursing Fee	2,250	
Physical Education Fee (Face to face courses)	85	per course
Prior Learning Assessment		
Basic Fee for Portfolio Evaluation	110	
Supplementary Fee		1/3 tuition of credits requested
Records Maintenance Fee	5	/credit - max. \$60/semester
Replacement of Lost ID Card Fee	15	
Returned Check Fee	35	each
Smoking Policy Violation	25	
Student Activity Fee	10	/credit-max \$105/semester
Technology Fee (Fall, Spring, Summer)	125	per semester
Per Winter Session	100	
Transcript Fee	15	paper, 10 electronic
Vehicle Fees:		
Vehicle Registration Fee	20	/sem.- Fall, Spring
Driving or Parking on Restricted Roads or Areas	110	
Excessive Speed on Campus	110	
Failure to Register/Renew Vehicle with College	35	
Failure to stop, to obey signs or security personnel	110	
Failure to yield to pedestrians	110	
Obstruction of a trash container/ crosswalk	85	
Parking in a fire Zone/lane or 15 ft of fire hydrant	165	
Parking in Handicapped Area	310	
Parking in other than Designated Area	55	
Replacement of Lost Parking Sticker	15	
Vet Tech Program Fee	1,100	
English as a Second Language (ESL) Non-credit Tuition		
Cat. #s ELL001, ELL010	450	per semester

Tuition and Fees continued...

General Information

Cat. #s ELL003, ELL005, ELL007, ELL008	225	per semester
Cat. #s ELL002, ELL004, ELL006, ELL009	\$225	per semester
Cat. #s ELW001, ELW002, ELW003, ELW004, ELW005, ELW006, ELW007, ELW008, ELW009, ELW016	190	per semester
Cat. #s IEP074, IEP084	2,200	per semester
Cat. #s IEP094 and either IEP092 or IEP093	2,200	per semester
Cat. #s IEP092, IEP093	260	per semester
Estimated Books and Supplies	750	per semester

General Education Requirements

State University of New York General Education Requirement (SUNY-GE)

SUNY General Education Knowledge and Skills Areas, and Core Competencies

All students enrolled in programs leading to A.A., A.S., and baccalaureate degrees are required by the State University of New York to complete 30 credits of SUNY General Education framework (SUNY-GE) in a minimum of seven of 10 areas. All students enrolled in A.A.S. degrees are required to complete 20 credits of SUNY-GE in four specified areas. Students must take the following:

1. Knowledge and Skills Areas

The following four are required for all undergraduate-degree programs:

- Communication – written and oral
- Diversity: Equity, Inclusion, and Social Justice
- Mathematics (and quantitative reasoning)
- Natural Sciences (and scientific reasoning)

In addition, a minimum of three of the following six are required for A.A., A.S., and all baccalaureate-degree programs:

- Humanities
- Social Sciences
- The Arts
- U.S. History and Civic Engagement
- World History and Global Awareness
- World Languages

2. Core Competencies (infused throughout the General Education program)

- Critical Thinking (Reasoning)
- Information Literacy

***NOTE:** Visit [SUNY General Education](#) listing or course descriptions to determine which Suffolk County Community College courses fulfill the SUNY General Education framework.

The previous SUNY General Education Requirement will be phased out for students entering a program fall 2023 or later. Contact an advisor for guidance on meeting degree requirements.

Suffolk County Community College Core Education Graduation Requirement

As a condition of graduation, students in all Suffolk County Community College degree programs must satisfy core education requirements.

Students in A.A. degree programs must satisfy the following minimum requirements:*

ENG101:	Standard Freshman Composition
ENG102:	Introduction to Literature
Humanities:	9 credits (only one course may be English)
Social Sciences:	6 credits
History Elective:	3 credits
Mathematics Elective:	3-4 credits
Laboratory Science Elective:	4 credits

General Education Requirements

Physical Education:	2 credits
College Seminar:	1 credit

Students in A.S. degree programs must satisfy the following minimum requirements:*

ENG101:	Standard Freshman Composition
English Elective:	3 credits
Humanities Elective:	3 credits (other than English)
History Elective:	3 credits
Social Sciences Elective:	3 credits (other than History)
Mathematics Elective:	3-4 credits
Laboratory Science Elective:	4 credits
Physical Education:	1-2 credits
College Seminar:	1 credit

Students in A.A.S. degree programs must satisfy the following minimum requirements:*

ENG101:	Standard Freshman Composition
English Elective:	3 credits
Humanities Elective:	3 credits (other than English)
Social Sciences Elective:	3 credits
Mathematics Elective:	3-4 credits
Laboratory Science Elective:	4 credits
Physical Education:	1-2 credits
College Seminar:	1 credit

*Currently some programs exist with exceptions to one or more of these requirements.

SUNY Transfer Paths

The State University of New York (SUNY) has implemented the Seamless Transfer Initiative to assist students, who have obtained an A.A. or A.S. degree at Suffolk County Community College, to transfer to a SUNY four-year institution with junior status.

Seamless transfer is achieved by completing 7 of the 10 SUNY General Education Requirements and passing the required Transfer Path courses within the intended major with a minimum of a "C."

Transfer Paths include lower division course requirements that are common to all SUNY campuses with the similar major. Transfer Paths exist for many degrees at Suffolk County Community College. Review a list of the existing [Transfer Paths](#) to determine the courses that should be completed before transferring to the SUNY four-year institution.

Student Codes and College Policies

Add/Drop Period

Students with a current class schedule may add a class during the college's official Add period. For a full-term, 15-week semester this period extends for approximately one week or prior to the start of a class's second week (e.g. prior to the third session of a class that meets twice a week and the second session of a class that meets once a week). Exceptions to this policy may only be approved by the college Chief Academic Officer or designee.

Any student who enters a class after the first meeting, regardless of reason, is accountable for all course requirements including assignments and attendance.

Some course offerings will not permit enrollment after the first class meeting. The college Chief Academic Officer or designee will determine on a college-wide basis which courses will not admit students after the first class meeting based upon recommendations made by the campus Executive Dean.

A student may drop a course during the college's official Drop period. For a full-term, 15-week semester, this period extends through the third week of the semester. This period is also the college's official refund period. Note that courses dropped during this period do not appear on a student's transcript.

PLEASE NOTE: In alignment with the refund policy, when adding and/or dropping classes, you may be charged additional tuition fees.

Alcoholic Beverages

The consumption, possession or distribution of alcoholic beverages either on college property or at college-sponsored events is prohibited, except as authorized by the President or his/her designee. Students found in violation of this policy may be subject to the Student Code of Conduct process.

All-Gender Restrooms



The college has installed single stall, [all-gender restrooms](#) on each campus with appropriate signage on each campus. These restrooms are available to all individuals regardless of their gender expression and gender identity.

All-Gender Restroom locations include:

Ammerman Campus

Babylon Student Center- 2nd Floor Outside Mildred Green Room

Riverhead Bldg. - Ground Floor; Plaza Level

Southampton Bldg. - Lowest Level Outside of the Music Dept.

William J. Lindsay Building - Atrium

Eastern Campus

Peconic Bldg., Room 121

Woodlands Bldg., Entrance to the Bldg.

Culinary Arts and Hospitality Center - Baker's Workshop Atrium, Room 116

Health & Wellness Center - Family restroom

Michael J. Grant Campus

Caumsett Hall - Main Floor, Dean's Wing

Suffolk Credit Union Arena - 2nd Floor, Pool Wing

Learning Resource Center: 2nd floor, Executive Suite and adjacent to where other restrooms are located

Sagtikos Arts and Sciences Bldg. - Outside of Room 111

Renewable Energy STEM Center - 1st Floor

Additional information on [college-wide LGBTQ+](#) educational programs, student organizations, policies, resources and initiatives, is available online.

[return to contents page](#)

Student Codes and College Policies

Anti-Bullying

Suffolk County Community College is committed to maintaining high standards for behavior where every member of the college community conducts themselves in a manner which demonstrates proper regard for the rights and welfare of others. Bullying can foster a climate of fear and disrespect which seriously impairs the physical and psychological health of its victims and creates conditions that negatively affect learning and working environments. Bullying is defined as the aggressive and hostile acts of an individual or group of individuals which are intended to humiliate, mentally or physically injure or intimidate, and/or control another individual or group of individuals. Bullying is strictly prohibited on any college property; at any college function, event or activity; or through the use of any electronic or digital technology (cyberbullying), whether or not such use occurs on college property.

The college [Anti-Bullying Policy](#) seeks to educate the college community about bullying, and to promote civility and respect among all its members, including college trustees, administration, faculty, staff, students, contractors, consultants and vendors. The policy includes definitions and the procedures for reporting bullying. To report incidents, contact Public Safety at 631-451-4242 or the Campus Associate Dean of Student Affairs.

Applying and Being Admitted

Eligibility

The college believes liberal admission requirements are an essential part of its philosophy and context, and has maintained a Full Opportunity Program of admission for many years. Full Opportunity means that the college offers acceptance in an appropriate program to all applicants residing in Suffolk County who have graduated from an approved high school or hold the New York State High School Equivalency Diploma (or equivalent). Applicants over the age of 18 who do not meet these requirements should contact one of the campus admissions offices for alternate admission procedures under the Ability to Benefit (ATB) program. These procedures include the testing of the applicant and counselor review of all testing data and academic credentials prior to the admission process. Testing cut-off scores are utilized for admission purposes.

Students who wish to transfer to Suffolk County Community College from another college are accepted if they have left their previous institution in good academic standing. See section below for information regarding advanced standing credit. Some programs of study have special admission procedures and entrance requirements. Admission into these programs is based on factors such as completion of required prerequisites, grade point average, high school record, work experience and objective test data. For programs of study with competitive admission requirements, preference may be given to students who complete their prerequisite course work at Suffolk County Community College. In addition, Suffolk County residents will be given preference over residents of other New York State counties for admission into competitive programs in those cases where the program is available in the student's county of residence. Furthermore, applicants from outside New York State, including those from outside the United States, will be considered for admission to competitive/restricted programs only after the admission of all qualified Suffolk County and New York State applicants.

International Students

Admission of international students requires the issuance of a SEVIS I-20 to qualify for F-1 non-immigrant student status in the United States. Information regarding Suffolk's [international admissions](#) application process and deadlines is available online.

International students outside of the United States may have their Suffolk County resident sponsor request a meeting with the International Counselor. International students are encouraged to file applications at least three months before the start of classes for both the fall and spring semesters.

Submitting Applications

Students interested in applying to a degree program should submit an [online application](#). In addition,

[return to contents page](#)

Student Codes and College Policies

applicants should arrange to have official copies of their final high school transcript, sent to the Central Admissions Office: electronically through Naviance/Parchment, e-mailed to admissions@sunysuffolk.edu or mailed to:

Central Admissions Office
Suffolk County Community College
533 College Road
Selden, New York 11784-2899

Official transcripts from any prior colleges, advanced placement or international baccalaureate exams should be sent officially to the transfercredits@sunysuffolk.edu Transfer Credit Office.

Results of the ACT and SAT, if available, can also be forwarded to the admissions@sunysuffolk.edu Central Admissions Office.

Application Deadlines

Applicants are urged to file their application by November 1 for spring admission and April 1 for fall admission to assure early consideration of their application and the greatest selection of program and course offerings. SUNY Suffolk offers rolling admissions except for the following seat-restricted programs with application deadlines below:

Fall start programs:

Nursing, A.S. (Day RN): January 15
Occupational Therapist Assistant: January 15
Physical Therapist Assistant: March 1
Practical Nursing, LPN Certificate: January 15
Veterinary Science Technology: January 15

Spring start programs:

Nursing, A.S. (Evening RN): August 15
Nursing, A.S. (LPN to RN Advanced Placement): August 15
Practical Nursing, LPN Certificate: August 15

Matriculation Status

Matriculated status is granted to every student who is admitted into a degree or certificate program at Suffolk County Community College. Matriculation assures a student that the requirements for a particular program which are in effect at the time of matriculation will remain in effect until that student graduates.

Matriculated students may attend classes on a part-time (1-11.5 credits per semester) or full-time (12 or more credits per semester) basis and may schedule their classes during the days, evenings, weekends, or online on any of the three campuses. **To be eligible for financial aid, students must be matriculated and taking courses required for or applicable to their current degree program.**

Loss of matriculation occurs if the student:

- applied and was accepted to the college, but never attended.
- was matriculated in a program with limited seat availability (e.g., Automotive Service Specialist, Automotive Business, Automotive Maintenance and Light Repair, Emergency Medical Technician: Paramedic, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, Practical Nursing, Toyota T-TEN Automotive Service, and Veterinary Science Technology) and did not attend during the semester of acceptance (excluding wintersession and summer session).

Student Codes and College Policies

- did not enroll in credit-bearing courses at the college for two or more consecutive semesters (excluding wintersession and summer session).
- was academically dismissed or if the student's matriculation status was rescinded for academic reasons.
- graduated from Suffolk and is not subsequently pursuing an additional degree or certificate.

Non-Matriculated Status

Non-matriculated status is assigned to any student who wishes to take classes at Suffolk County Community College but who has not been admitted into a degree or certificate program or for a student who has lost matriculation status. Non-matriculated students can register for 1 through 11.5 credits per semester and are not eligible for financial aid.

Non-matriculated students in good academic standing must apply for admission or readmission to continue in a program and are required to follow the curriculum requirements for the term of application. Students who have previously attended Suffolk, but are not in good academic standing, must see a Campus Associate Dean of Academic Affairs for evaluation of readmitting into a program.

Bias Crimes Prevention

It is a Suffolk County Community College policy to protect all members of the college community by preventing and prosecuting bias or hate crimes that occur within the college jurisdiction.

Hate crimes, also called bias crimes or bias-related crimes, are criminal activity motivated by the perpetrator's bias or attitude against an individual victim or group based on perceived or actual personal characteristics, such as their race, religion, ethnicity, sex, gender identity, sexual orientation, or disability. These crimes are covered under the federal Hate/Bias Crime Reporting Act of 1990 and the New York State Hate Crimes Act of 2000 (Penal Law Article 485).

Penalties for bias-related crimes are very serious and can range from fines to imprisonment.

Perpetrators who are students will also be subject to the student conduct process where sanctions including suspension and/or expulsion are possible.

Suffolk County Community College is also committed to addressing bias-related activities that do not rise to the level of a crime. Bias-related incidents are defined as acts of bigotry, harassment, or intimidation directed at a member or group within the college community based on race, color, national origin (including shared ancestry or ethnic characteristics), religion, creed, age, disability, sex, gender identity, sexual orientation, familial status, pregnancy (and pregnancy-related conditions), predisposing genetic characteristics, military or veteran status, domestic violence victim status, or criminal conviction. Bias incidents can be reported to Public Safety, the Campus Associate Dean for Student Affairs and the Civil Rights Compliance Officers.

If you are a victim of, or witness to, a hate/bias crime on campus, or are in an emergency, report it to Public Safety, 24 hours a day/7 days a week by calling (631) 451-4242, dialing 311 from any college phone or by using an emergency phone located throughout the campuses. Contact the Campus Associate Dean of Student Affairs or Civil Rights Compliance Officers.

Victims of a bias crime or bias incidents can avail themselves of counseling and support services from the campus Mental Health and Wellness Services Office. External resources are also available to students.

Information about bias-related crimes, including up-to-date statistics, can be found in the [Annual Security Report](#) or from the college Director of Public and Fire Safety.

Chosen Name Policy

The college seeks to create an environment respectful of personal and social expression in the spirit of representing our diverse community. Students may wish to be accurately represented and identified by a

Student Codes and College Policies

first name that differs from their legal name because this is an important part of their identity and expression. The college values and supports students' decisions to wish to be addressed by their chosen first name. In June 2019, the college Board of Trustees adopted a [Chosen Name Policy](#), which provides students an option to identify their chosen name as their preferred first name. Unless the use of the individual's legal name is required, the chosen name will be utilized when reasonably possible, including in the following areas: D2L/ Brightspace, college email, degree audit, identification cards, student roster, and locations within MySCCC where one's name appears, as technology becomes available to support chosen names. Contact the [Registrar's office](#) to identify and use your chosen name.

Classroom Disruption

Disruptive Behavior: Substantial disruption of college operations, including obstruction of teaching, administration, other college activities, and/or other authorized non-college activities which occur on campus.

In general, classroom disruption generally refers to behavior a reasonable person would view as substantially or repeatedly interfering with the conduct of a class.

Common Disruptive Behaviors

Classroom disruptive behaviors may include:

1. students who routinely enter class late or depart early or repeatedly talk in class without being called upon;
2. students who continually ask the professor questions with the intent to interrupt lectures and gain attention to themselves;
3. students whose cell phones repeatedly ring and/or emit an audible sound during class or students who repeatedly text during class;
4. students who intimidate or harass the professor;
5. students who threaten a professor, participate in a physical display of anger, or verbally abuse a faculty member.

Faculty Rights

Suffolk County Community College respects the rights of faculty to teach and students to learn. To ensure these rights, faculty members have the prerogative:

1. to establish and implement academic standards;
2. to establish and enforce reasonable behavior standards in each class;
3. to remove a student from a class for one class meeting, and, in those cases where the continued presence of the student poses a substantial threat or would be disruptive to the class, request that the Associate Dean of Student Affairs impose an interim suspension pending a disciplinary hearing.

College Procedures for Classroom Disruptions

A faculty member may bring charges of misconduct against a student for disruptive behavior. College policy dictates that allegations of student misconduct will be adjudicated through the use of the [Student Code of Conduct](#). Please refer to the Student Code of Conduct and Student Conduct Process for a comprehensive description of policies and procedures related to student behavioral issues.

For a complete copy of the Classroom Disruption brochure and to answer any questions, contact the Office of the Associate Dean of Student Affairs or the Office of the Campus Executive Dean.

Course Grade Grievance Procedure

A [Course Grade Grievance Procedure](#) is available to resolve student grade grievances regarding a grade recorded on the transcript. This procedure shall apply when a student believes that there has been a violation of a specific policy or procedure as stated in the college catalog or course syllabus which adversely affects

Student Codes and College Policies

the student's final grade.

To begin this procedure, the student must obtain a Course Grade Grievance Form.

Procedure

First

The student should first discuss the grievance with the faculty member involved in an attempt to resolve the grievance within the first three (3) weeks of the following semester.

Second

If the student and faculty member cannot reach an agreement regarding the grievance, the student must then meet with the Academic Chair of the particular department before the end of the fifth week of the semester in which they are grieving the grade. The Academic Chair will examine the basis for the grievance, discuss it with the faculty member and the student, and make a recommendation within ten (10) calendar days of meeting with the student and faculty member.

If the department chair is the party against whom the grievance is brought, the student should move to the third step of the procedure.

Third

If no agreement is reached at the second stage, the student must present his or her case in writing to the appropriate Associate Dean of Academic Affairs within seven (7) calendar days of receiving the recommendation from the Academic Chair.

The student's written grievance statement should include:

- A completed copy of the Course Grade Grievance Form.
- The name of the faculty member and the course number.
- A copy of the course syllabus.
- A description of the alleged action(s) that led to the grievance.
- Any supporting documentation related to the grievance.
- A statement of a desired outcome by the student.
- The grievance has to be dated and include the student's signature along with the student's identification number.

Within ten (10) business days of receiving the written formal grievance, the Office of the Associate Dean of Academic Affairs will contact the student to schedule a meeting with the student to discuss the grievance. Within ten (10) calendar days of meeting with the student, the Associate Dean will schedule a meeting with the Academic Chair and the faculty member to discuss the grievance.

The recommendation of the Associate Dean will be given to the student, faculty member, and academic chair within ten (10) calendar days of the meeting between the faculty member, the Academic Chair and the Associate Dean.

Fourth

If the student, the faculty member, the academic chair and the associate dean are unable to resolve the grievance in stage three, the student may present his or her case to the Executive Dean. This shall be done in writing within seven (7) calendar days of receiving the recommendation of the Associate Dean of Academic Affairs. The student's written request must include a copy of the Course Grade Grievance Form, a copy of their written grievance from stage three, as well the recommendations of the Academic Chair and the Associate Dean; and reasons why the student is dissatisfied.

Within ten (10) calendar days of the receipt of the student's written request, the Executive Dean may convene a committee to hear the grievance. The Grade Grievance Committee will be composed of two faculty members (one chosen by the Executive Dean and one chosen by the Associate Dean of Student

Student Codes and College Policies

Affairs), of whom at least one must be outside the faculty member's discipline, and one student who shall be selected by the Associate Dean of Student Affairs. The Grade Grievance Committee will choose a Chair, and the Chair will notify the student and the faculty member of any additional documents required. After receiving any additional documents, the Chair of the Grade Grievance Committee will notify the faculty member and the student of the hearing date. Within ten (10) calendar days of the hearing, the Grade Grievance Committee will send its written recommendations to the student, the faculty member, the Academic Chair, the Associate Dean of Academic Affairs and the Executive Dean.

Please note that the recommendations of the Academic Chair, the Associate Dean of Academic Affairs and the Grade Grievance Committee are only advisory since the ultimate responsibility for awarding the grade is the instructor's.

A written record of the grievance process shall be kept on file in the Office of the Executive Dean for a period of six (6) years. All documents submitted concerning the grievance and all deliberations of the Grade Grievance Committee will remain confidential.

DEADLINES

For a grade received during the fall semester or wintersession, the "following semester" is considered the following spring semester. For a grade received during the spring semester or summer sessions, the "following semester" is considered the following fall semester.

Failure by the student to adhere to the procedural deadlines will result in a withdrawal of the grievance.

CIVIL RIGHTS VIOLATIONS

It is not the function of the Grade Grievance procedure to evaluate claims of civil rights violations. If the basis of a student's grade grievance is that their civil rights have been violated, such as sexual harassment or discrimination, then contact the Office of Legal Affairs.

INSTRUCTOR ABSENCE

In situations where the grieved instructor of record is unavailable, then contact the Academic Chair of the particular department.

Deferred Action for Childhood Arrivals (DACA), Temporary Protective Status (TPS) and Undocumented Students

[Resources and policies](#) pertaining to students with DACA, TPS or undocumented status are located on the college website. SUNY also provides additional helpful information about the New York State Dream Act and paying for college.

Non-Discrimination Notice

Suffolk County Community College does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, gender identity or expression, sexual orientation, familial status, pregnancy (and pregnancy-related conditions), predisposing genetic characteristics, equal pay compensation-sex, national origin (including shared ancestry or ethnic characteristics), military or veteran status, domestic violence victim status, criminal conviction or disability in its admissions, programs and activities, or employment. This applies to all employees, students, applicants or other members of the college community (including, but not limited to, vendors and visitors). [Grievance procedures](#) are available to interested persons by contacting either of the Civil Rights Compliance Officers/Coordinators listed below. Retaliation against a person who files a complaint, serves as a witness, or assists or participates in the investigation of a complaint in any manner is strictly prohibited. The [Equal Opportunity and Anti-Discrimination Policy](#) and the [Discrimination/Harassment/Retaliation Complaint form](#) are located on the college website.

The following persons have been designated to handle inquiries regarding the application of non-

Student Codes and College Policies

discrimination requirements at the college and the college's non-discrimination policies and grievance procedures, receive reports about conduct that may constitute discrimination and receive complaints of discrimination:

Civil Rights Compliance Officers:

Christina Vargas

Chief Diversity Officer/

Title IX Coordinator

Ammerman Campus, NFL Bldg., Suite 230

533 College Road, Selden, NY 11784

vargasc@sunysuffolk.edu

(631) 451-4950

or

Dr. Dionne Walker-Belgrave

Affirmative Action Officer/

Deputy Title IX Coordinator

Ammerman Campus, NFL Bldg., Suite 230

533 College Road, Selden, NY 11784

walkerd@sunysuffolk.edu

(631) 451-4051

In an emergency, contact Public Safety to make a report 24 hours a day/7 days a week by calling (631) 451-4242 or dialing 311 from any college phone. The [Equal Opportunity and Anti-Discrimination Policies](#) and procedures are located on the college website.

Inquiries or complaints concerning alleged civil rights violations may also be directed to:

Office for Civil Rights (OCR) – Enforcement Office

U.S. Department of Education

32 Old Slip, 26th Floor

New York, NY 10005-2500

Telephone: (646) 428-3800

Fax: (646) 428-3843

TDD: (877) 521-2172 Email: OCR.NewYork@ed.gov

Additional information is available on the [U.S. Department of Education website](#).

New York State Division of Human Rights

Long Island (Hauppauge/Suffolk)

New York State Office Building

250 Veterans Memorial Highway, Suite 2B-49

Hauppauge, NY 11788

Telephone: (631) 952-6434

TDD: (718) 741-8300

Email: InfoLongIsland@dhr.ny.gov

NYS Division of Human Rights–[File a complaint](#)

Inquiries or complaints concerning alleged discrimination in the college education, admissions, programs and activities may also be directed to:

U.S. Equal Employment Opportunity Commission (EEOC)

New York District Office

33 Whitehall Street, 5th Floor

New York, NY 10004

Telephone: (800) 669-4000

Fax: (212) 336-3790

TTY: (800) 669-6820

ASL Video Phone: (844) 234-5122

Additional information is available on the [EEOC website](#).

Student Codes and College Policies

New York State Division of Human Rights

Long Island (Hauppauge/Suffolk)
New York State Office Building
250 Veterans Memorial Highway, Suite 2B-49
Hauppauge, NY 11788
Telephone: (631) 952-6434
TDD: (718) 741-8300
Email: InfoLongIsland@dhr.ny.gov
NYS Division of Human Rights–[File a complaint](#)

Suffolk County Community College is committed to fostering a diverse community of outstanding faculty, staff, and students, as well as ensuring equal opportunity and non-discrimination in employment, education, access to services, programs, and activities, including career and technical education opportunities.

A copy of the postsecondary career and technical education courses offered by the college is available in the [college catalog](#) or by calling the Office of Admissions at 631-451-4000 to request a mailing.

If you think that you have been subjected to discrimination under a WIOA Title I-financially assisted program or activity, you may file a complaint within 180 days from the date of the alleged violation with either:

Suffolk County Community College Civil Rights Compliance Officers listed above or with:

The Director, Civil Rights Center (CRC), U.S. Department of Labor, 200 Constitution Avenue NW., Room N-4123, Washington, DC 20210 or electronically as directed on the [CRC website](#).

If you file your complaint with Suffolk County Community College, you must wait either until the college issues a written Notice of Final Action, or until 90 days have passed (whichever is sooner), before filing with the Civil Rights Center (see address above).

If the college does not give you a written Notice of Final Action within 90 days of the day on which you filed your complaint, you may file a complaint with CRC before receiving that Notice. However, you must file your CRC complaint within 30 days of the 90-day deadline (in other words, within 120 days after the day on which you filed your complaint with the college).

If the college does give you a written Notice of Final Action on your complaint, but you are dissatisfied with the decision or resolution, you may file a complaint with CRC. You must file your CRC complaint within 30 days of the date on which you received the Notice of Final Action.

E-mail and Portal Official Policy for Students

Suffolk County Community College's official web-based portal and student email accounts are an official means of communication to all students enrolled in credit-bearing classes. All such students are required to activate their portal and email accounts. Official college communications may include, but are not limited to, registration information, financial aid information and other financial statements, student health compliance information and academic progress notifications.

The college expects that students shall receive and read their electronic communications on a frequent and timely basis. Failure to do so shall not absolve the student from knowing of and complying with the contents of all electronic communications, some of which will be time-critical.

Students may choose to redirect their email. However, the college is not responsible for the handling of e-mail by outside vendors, nor can it provide technical support for setting up mail-forwarding configurations or use of external mail readers. If e-mail is lost as a result of forwarding, students are not absolved from the responsibilities associated with communications sent to their official college e-mail address.

Student Codes and College Policies

Grading System

Semester grades are available to students on the student portal (MySCCC) at the close of each semester. The instructor's analysis of each student's academic achievement will be in accordance with the following grading system:

A	90%-100%	C	70%-74%
B+	85%-89%	D+	65%-69%
B	80%-84%	D	60%-64%
C+	75%-79%	F	59% or below

Students receiving grades of U/UN/R/INC/F/FN may affect a student's academic progress and can result in a student being placed on probation, dismissal, and/or losing financial aid. Students will be deregistered from courses where a prerequisite was not successfully completed due to a U/UN/R/INC/F/FN/W, or other grade as required by the course.

FN = FAILURE DUE TO ATTENDANCE

The FN grade is given at the discretion of faculty and indicates a failing grade due to lack of attendance. The FN is equivalent to an F in grade point average computations.

INC = INCOMPLETE

Students who are ill or are unable for other valid reasons to complete the semester's work may at the discretion of the instructor receive an INC on their transcript. All work must be completed within the first four weeks of the subsequent semester; otherwise the INC will automatically become an F or will become a U for students in a remedial course.

S = SATISFACTORY

This grade is given only for developmental courses, which do not satisfy degree requirements: RDG096, RDG098, RDG099, ENG009, ENG010, ENG011, ENG012, ESL011, ESL012, ESL013, ESL014, ESL015, ESL016, ESL017, ESL018, MAT001 and MAT001L. The S grade indicates successful completion of the course, but is not used in grade point average computation.

U = UNSATISFACTORY

This grade is given only for developmental courses, which do not satisfy degree requirements: MAT001, MAT001L, MAT006, MAT007, MAT007L, MAT009, RDG096, RDG098, RDG099, ENG009, ENG010, ENG011, ENG012, ESL011, ESL012, ESL013, ESL014, ESL015, ESL016, ESL017, and ESL018. The U grade indicates the course was not successfully completed and is not used in grade point average computations.

UN = UNSATISFACTORY DUE TO ATTENDANCE

This grade is given only for developmental courses, which do not satisfy degree requirements: MAT001, MAT001L, MAT006, MAT007, MAT007L, MAT009, RDG096, RDG098, RDG099, ENG009, ENG010, ENG011, ENG012, ESL011, ESL012, ESL013, ESL014, ESL015, ESL016, ESL017, and ESL018. The UN grade is given at the discretion of faculty and indicates an unsatisfactory grade due to lack of attendance for a developmental course. The UN grade indicates the course was not successfully completed and is not used in grade point average computations.

R = REPEAT

This grade is given only for developmental courses, which do not satisfy degree requirements: MAT001, MAT001L, MAT006, MAT007, MAT007L, MAT009, RDG096, RDG098, RDG099, ENG009, ENG010, ENG011, ENG012, ESL011, ESL012, ESL013, ESL014, ESL015, ESL016, ESL017, and ESL018. The R grade indicates the need for a student to re-register for the same course in a subsequent semester, usually because the student, while making progress in that course, has not yet completed all the course requirements. The R grade is not used in grade point average computations.

Student Codes and College Policies

W = WITHDRAWAL

A student may withdraw from a course and receive a W any time between the end of the drop period and the withdrawal deadline, which occurs at the end of two-thirds of the semester. After this deadline, a student may appeal to the Campus Associate Dean of Academic Affairs for a course withdrawal if the student has experienced unforeseen or extenuating circumstances. The W is not considered a grade and is not used in grade point average computations.

After the end of the add/drop period, if a student is officially withdrawn from a course, a "W" will be reflected for that course on their academic record. Withdrawal from a course is considered an "unsuccessful course attempt" and may negatively impact financial aid and satisfactory progress requirements.

Official withdrawal from the College means that a student voluntarily separates from the College by dropping all courses at any time during the academic term.

[Withdrawal forms](#) can be found on the college website or in OneLogin.

Note: An exception to the Withdrawal Policy is when a student is seeking a medical withdrawal. This action is managed exclusively through the Campus Associate Dean of Student Affairs office and requires medical documentation for consideration.

AUD = AUDIT

To audit a course, a student must notify the campus Registrar while registering and paying for that course in accord with normal registration procedures. When a student audits a course, a grade of "AUD" will be recorded and no academic credit will be given. An auditor, by definition, is not required to take tests, write term papers or submit homework assignments, but is expected to participate in class to the extent deemed reasonable and necessary by the instructor. A student must inform the instructor at the first class meeting of his or her intention to take the course on an audit basis. Once this intention is stated, the student may not change from audit to credit status. Because some courses may be inappropriate for auditing, students should consult with the appropriate academic administrator before registering.

NOTE: *Audited courses are not eligible for financial aid.* Seniors: Suffolk County residents 60 years of age or older pay fees, but no tuition.

Academic Standing

Students are considered to be in good academic standing unless they have been dismissed from full-time status or their matriculation status has been rescinded.

Grade Point Averages

A system of points is used to assess the quality of each student's work for a semester or more and is computed as a cumulative grade point average. Grades earned by students have a numerical quality value as follows:

Grade	Quality Points Per Credit Hour
A	4.0
B+	3.5
B	3.0
C+	2.5
C	2.0
D+	1.5
D	1.0
F	0
FN	0

Student Codes and College Policies

A cumulative grade point average is computed by dividing the total number of quality points received by the number of credit hours earned. For example, a student who has earned 30 credit hours and has received a total of 60 quality points has a cumulative grade point average of 2.0. The following factors must also be taken into consideration:

- a. When transfer credits are granted for courses completed at another college, no quality points or grades are awarded; hence, such credits do not affect the cumulative grade point average at SUNY Suffolk.
- b. A course may be repeated one time. When a course is repeated, the cumulative grade point average is computed using the highest grade and credit hours received by the student for that course; the previous grade and credit hours are retained on the transcript but are not computed.

Late Registration

Late registration (for students without a current schedule) includes a late registration fee and begins one week prior to the official start of each session (day, evening, Saturday/Sunday) and continues through the first week of classes. Late registration for a course is only permitted up until the course is scheduled to hold its first class meeting. Exceptions to this policy may only be approved by the college Chief Academic Officer or designee.

Medical Withdrawal

A Medical Withdrawal may be granted to a student who must withdraw during a semester because they are unable to attend classes for an extended period of time due to a documented illness, injury, medical, or mental health condition.

To request a Medical Withdrawal, students should follow the procedure outlined below.

1. Request a Medical Withdrawal, in writing, from the Associate Dean of Student Affairs. The request must include a doctor's letter or official medical documentation which includes diagnosis and period of time that the student cannot attend college.
2. In the event that a student is incapable of requesting a leave, the request may be submitted by a parent, spouse, or other appropriate individual. In such cases, documentation of the student's incapacity must be provided by the appropriate health care provider.
3. The Associate Dean of Student Affairs shall have the final authority to determine whether the request for a Medical Withdrawal is granted. The student or appropriate individual shall be notified of the outcome.
4. In the event that a Medical Withdrawal is granted, the Associate Dean shall:
 - a. Complete the class withdrawal process for the student (i.e., if indicated and not previously completed); and
 - b. If the student is in a restricted curriculum, Admissions and the program's chair or coordinator will be advised
5. Note that being granted a Medical Withdrawal during a semester does not mean that a student's grades or financial aid will not be negatively impacted. Accordingly, students should be aware that existing policies will be followed in making these determinations. Whenever possible, students are strongly encouraged to determine the consequences of withdrawing during a semester before requesting a Medical Withdrawal.
6. If a student wants to be considered for an adjustment to liability, the student must file for consideration from the Associate Dean's office.

Medical Suspension

Suffolk County Community College strives to promote the health and safety of all members of the college community by providing services in the areas of student health, counseling, and public safety and by enforcing student conduct regulations. In accordance with law, and in order to ensure that the institution and

Student Codes and College Policies

its members may carry out their proper activities without substantial interference or danger of physical harm, the college has implemented its policy and procedures for the medical suspension of students.

A student may be subject to medical suspension if it is determined that the student is suffering from a physical, emotional, or psychological condition, and, as a result of this condition, engages, threatens to engage, or may engage in behavior that:

1. reasonably poses a danger or threat of causing physical harm to others; and/or
2. substantially impedes the lawful activities of other members of the college community, or the educational processes, activities or functions of the college or its personnel.

The complete [Medical Suspension Policy](#) is available on the college website.

Public Demonstration and Mass Gathering Policy

A primary component of the Mission of Suffolk County Community College is to provide an academic environment that supports divergent viewpoints. The College encourages students, faculty and staff to engage in free discussion, exploration, debate, and demonstrations of points of issue and concern to them, in a manner that does not disrupt either in part or in whole the orderly operation of the College, cause imminent harm to any individual, cause damage to property of the College or others, or interfere with the rights of others. Article 129-A of the Education Law of the State of New York mandates that the College shall adopt rules and regulations for the maintenance of public order on its campuses. [Public Demonstration and Mass Gathering Policy](#).

Students requesting permits for demonstrations and mass gatherings must submit their requests to the Office of Campus Activities on each campus. No demonstrations or mass gatherings are permitted on College property at any time without a valid permit. The purpose of this permit is to facilitate a time, place and manner of the event so that it does not interfere with either the academic or administrative endeavors of the College.

No person, either singly or in concert with others, shall engage in disruptive behavior as defined in the Student Code of Conduct, or which is in violation of any Federal, State, County or local law. Students who engage in behavior which meets the College definition of disruptive behavior could be required to participate in the Student Conduct Process. Any individual who violates Federal, State, County or local law could be subject to arrest by the Suffolk County Police Department.

Refund Policy

All tuition and fee charges are the responsibility of the student. If there are changes to students' schedules, financial aid awards or third party support after paying the bill, a refund check or a bill will be mailed. The college processes all refunds by check, regardless of how bills were paid. Refunds are issued after the refund period ends. If a student's account changes and they owe the college additional money, they will be billed.

When a student officially drops a class during the Drop/Refund period, the charge for tuition and fees will be adjusted according to college and SUNY policy. This may or may not result in a refund. Students can officially [drop classes online](#) or in person at a campus Registrar's Office. Please consult the hours of operation of the Registrar's Office on the MySCCC portal to complete your transaction. Non-attendance in a course, verbal communication with college offices or instructors, stopping payment on a check or disputing a credit card are NOT official ways to drop classes. Students cannot drop a class or receive a refund after the applicable refund period ends.

Dropping a class may reduce charges on the account that results in a refund. Refunds are calculated from the start date of the session, not the start date of the classes for which the student is registered.

If you have questions, please visit or call the offices below.

Student Codes and College Policies

Office to Call:	Financial Aid	Cashier	Registrar
Ammerman	(631) 451-4072 faidammr@sunysuffolk.edu	(631) 451-4086 cashiera@sunysuffolk.edu	(631) 451-4004 registrara@sunysuffolk.edu
Eastern	(631) 548-2500 faideast@sunysuffolk.edu	(631) 548-2500 eastcashier@sunysuffolk.edu	(631) 548-2500 registrare@sunysuffolk.edu
Michael J. Grant	(631) 851-6712 faidwest@sunysuffolk.edu	(631) 851-6730 grantcashier@sunysuffolk.edu	(631) 851-6780 registrarw@sunysuffolk.edu

Sales

Sales of goods on college premises are permitted for registered student organizations, and college/ Association offices or departments. The sale of items by individuals or private businesses is not permitted. Registered student organizations wishing to sponsor a fund-raising activity must seek prior approval through the Office of Campus Activities and Student Leadership Development.

Sexual Violence, Sex-Based Harassment and Sex Discrimination Prevention

Suffolk County Community College prohibits sex-based harassment and sex discrimination including sexual violence, sexual misconduct, domestic violence, dating and intimate partner violence, stalking, sexual coercion or other threats of violence or intimidation. These can be verbal, non-verbal, physical, written or electronic (i.e. text or social media) and may be committed by or against any individual, regardless of gender, sexual orientation or gender identity. It includes discrimination based on perceived identity, pregnancy or related conditions, and sex stereotypes. The college has a duty to respond promptly and equitably to complaints of sex discrimination and sex-based harassment, to limit the effects of discrimination and to prevent its recurrence.

The college is committed to providing options, support and assistance to victims/survivors to ensure they can continue to participate in college-wide and campus programs, activities and employment. The college has prevention, training and educational programs in place to protect all members of the college community. These include information about how to report, on and off campus resources, rights and responsibilities. Students have rights, regardless of whether the crime or violation occurs on campus, off campus, or while studying abroad. Review the "[Student's Bill of Rights](#)".

Options for reporting sexual violence/sex-based harassment and sex discrimination

All students have the right to make a report to Public Safety, local law enforcement and/or State Police or choose not to report; to report the incident to the college; to be protected by the college from retaliation for reporting an incident, and to receive assistance from the college. Contact Public Safety at any time by calling (631) 451-4242.

In case of emergency, call 911 to contact local law enforcement.

To contact the [New York State Police/Campus Sexual Assault Victims Unit](#) 24-hour hotline call 1-844-845-7269.

If you are a victim of sexual violence, the college has a trained team from [Student Affairs](#), [Public Safety](#), and the [Title IX Coordinator](#) and Deputy Coordinators. This team provides information to you about your rights, notifies you about resources, and offers reasonable interim measures, such as a change in schedule, a no-contact order or other actions on a case-by-case basis. Anyone who experiences, observes, or hears about an incident should report it to the Title IX Coordinator at 631-451-4950. The Title IX Coordinator oversees the complaint and grievance procedure, answers questions, and offers assistance and services to anyone experiencing sex-based harassment, sex discrimination or sexual violence. [Sex-based Harassment, Sex Discrimination and Sexual Violence Policies and Procedures](#) apply to students, faculty, staff, visitors and guests. Retaliation against anyone who reports an incident or participates in the investigative process

Student Codes and College Policies

is prohibited. The college ensures respectful treatment and equitable access to resources for all parties involved.

[Mental Health and Wellness Services](#) coordinators and [Student Health Services](#) are privileged and confidential resources that will not report crimes to law enforcement or college officials without your permission, except for extreme circumstances, such as a health and/or safety emergency. Review the college "[Sexual Violence Response Policy](#)" and the "[Policy for Options for Confidentially Disclosing Sexual Violence](#)".

Reporting an Incident

If you are: Student, Faculty, Employee, Administrator, Trustee, Vendor, Contractor, or Visitor and the person committing the incident is a Student:

Report your incident to: Office of the Associate Dean of Student Affairs/Deputy Title IX Coordinators on the campus where the alleged sex-based harassment or sex discrimination occurred.

Ammerman Campus

Dr. Edward Martinez

Campus Associate Dean of Student Affairs
Deputy Title IX Coordinator
Ammerman Building room 200C
Selden, NY 11784
martineze@sunysuffolk.edu
631-451-4176

Eastern Campus or

Culinary Arts and Hospitality Center

Dr. Mary Reese

Campus Associate Dean of Student Affairs
Deputy Title IX Coordinators
Peconic Building room 228E
Riverhead, NY 11901
reesem@sunysuffolk.edu
631-548-2515

Michael J. Grant Campus

Dr. Meryl S. Rogers

Campus Associate Dean of Student Affairs
Deputy Title IX Coordinator
Caumsett Hall room 106
Brentwood, NY 11717
rogersm@sunysuffolk.edu
631-851-6521

Sex discrimination, sexual misconduct and sexual harassment complaints against employees, vendors, visitors, contractors or trustees should be reported to the Civil Rights Compliance Officers:

Christina Vargas

Chief Diversity Officer/
Title IX Coordinator
Ammerman Campus, NFL Bldg., Suite 230
533 College Road, Selden, NY 11784
vargasc@sunysuffolk.edu
(631) 451-4950

or

Dr. Dionne Walker-Belgrave

Affirmative Action Officer/
Deputy Title IX Coordinator
Ammerman Campus, NFL Bldg., Suite 230
533 College Road, Selden, NY 11784
walkerd@sunysuffolk.edu
(631) 451-4051

What to do if you are a victim of sexual assault

- Get to a safe place. For example, someone's home, the nearest hospital or police precinct.
- Preserve physical evidence. If at all possible, do not bathe, change clothing, throw any clothes away, use the restroom or brush your teeth.
- Call 911 to be taken to an emergency room for medical care and/or for immediate police protection and assistance. Tell the 911 operator what has happened and request to be sent to a hospital with a

Student Codes and College Policies

Sexual Assault Sexual Assault Forensic Examination (SAFE) program. This is important for the evidence collection process that will occur at the hospital. SAFE services provide specialized care and victim-centered approaches for sexual assault patients. Within 96 hours of an assault, you can get a Sexual Assault Forensic Examination. You will receive a complete medical evaluation, including a physical examination, treatment, evidence collection, and counseling.

- Talk to someone you trust and seek counseling. The campus Mental Health and Wellness Coordinators can refer you to agencies and advocates that can discuss your options and provide services. Victims of a sexual assault often feel guilt, anger, fear or grief. Trained professionals will help you deal with the physical and psychological trauma that you have experienced. Medical services are also provided through Student Health Services. All identifying information is confidential.
- Call the police. Sexual Assault is a crime. Suffolk County Community College strongly recommends that all crimes be reported to local law enforcement. Law enforcement personnel can take a formal report at the hospital. It is critical that all information and evidence be obtained as soon as possible. Victims do not need to make the decision to press charges at the time of the report.
- For a local and statewide list of hospitals, rape crisis centers, domestic violence resources, law enforcement, and legal resources see the [SUNY Sexual Assault and Violence Response](#) website.

Sexual Violence and the Law

New York State Law contains legal provisions defining the crimes related to sexual violence. The college's [Annual Security Report](#) is updated annually according to federal law and lists important definitions related to these and other crimes. To review them, refer to the Annual Security Report and review Appendix II.

There are significant differences between the college disciplinary process and the criminal justice process. A plain language explanation of [distinctions between the New York State Penal Law and the College Disciplinary Processes](#) is available through this link.

Sexual and Romantic Relationships Policy

The college is committed to providing a learning and working environment for its faculty, staff, and students that is free of discrimination, harassment, exploitation, favoritism, and conflicts of interest. To fulfill this obligation and commitment, it is vital that college employees maintain appropriate professional boundaries with students and with employees over whom there is or will be a supervisory relationship or other imbalance of authority, power, or influence. In October 2018, SUNY mandated that each SUNY institution adopt a Sexual and Romantic Relationships Policy that prohibits sexual or romantic relationships between faculty or staff members and students if there is an existing supervisory, evaluative, or instructional relationship, unless the relationship is disclosed and supervision, evaluation, or instruction is terminated in accordance with the policy. The college adopted a [Sexual and Romantic Relationships Policy](#) in June 2019 to support all members of the college community in maintaining a learning and working environment that is characterized by professional and ethical conduct. Pursuant to that policy, college employees are prohibited from soliciting, entering into, or engaging in a sexual or romantic relationship with any student:

- Over whom the employee has current supervisory, evaluative, academic, or other professional authority, whether direct or indirect, inclusive of the period during which grade grievances or other appeals may be filed/adjudicated
- Over whom the employee should reasonably expect to have future supervisory, evaluative, academic or other professional authority, whether direct or indirect
- Where the employee works in Athletics or serves as a coach, and the student is a student-athlete or is known by the coach to be seeking to become a student-athlete
- Whom the employee advises, counsels, or mentors at the college
- Where the employee works in a student support capacity, such as in Admissions, Counseling, Registrar, Financial Aid, Public Safety, Student Health Services, Campus Activities, Tutoring, Testing, Career Services, Student Affairs, Academic Affairs; and

Student Codes and College Policies

- Where the employee is otherwise in a capacity to make decisions or recommendations as to the student in connection with the student's education or opportunities at the college.

Any college employee who has, or has had, a sexual or romantic relationship with a student is prohibited from exercising supervisory, evaluative, academic, or other professional authority over that student. Pre-existing relationships are not prohibited by the policy, but employees are expected to disclose the existence of the relationship to one of the college Civil Rights Compliance Officers, and appropriate mitigating measures must be in place.

Student employees are prohibited from soliciting, entering into, or engaging in a sexual or romantic relationship with any student they supervise, manage, teach/tutor, grade, advise, or evaluate in any way in their capacity as a student employee. Sexual or romantic relationships between a student employee and student that pre-date the partner's enrollment as a student, the student employee's hiring/assignment as a student employee in the implicated position of authority, or the effective date of this policy are not prohibited by this policy, provided the student employee discloses the existence of the relationship to one of the Civil Rights Compliance Officers, and appropriate mitigating measures are agreed to by the student employee.

Smoke-Tobacco-Marijuana-Vape Free Policy

A Smoke-Tobacco-Marijuana-Vape Free environment is an essential element in creating and maintaining a culture of health and safety at the college. The college is committed to promoting, health, wellness and prevention with its community, as well as providing a healthy learning and working environment for students, administration, faculty, staff, visitors, contractors and vendors.

While the use of a tobacco product (cigarette, cigar, hookah, e-cigarette, vaping device) is a personal choice, research findings show the health hazards related to use of tobacco products and breathing secondhand smoke and third-hand smoke are well documented.

The [Smoke-Tobacco-Marijuana-Vape Free Policy](#) will:

- Encourage and support students, faculty, staff and visitors to make beneficial health decisions;
- Protect Suffolk students, faculty, staff and visitors from unwanted and involuntary exposure to second-hand smoke from any tobacco product;
- Prohibit use of any tobacco and/or any nicotine product everywhere with the parameter of all college property, both indoors and outdoors, as well as in college-owned vehicles and in any vehicle parked on the college property;
- Provide education support services as well as resources for users who are interested in quitting.

We encourage all individuals who use tobacco products (cigarette, cigar, hookah, e-cigarette, vaping device) to access smoking cessation programs held on the Michael J. Grant Campus by the Addiction Studies Prevention Program Coordinator flynnk@sunysuffolk.edu. We invite users to review the Smoke-Tobacco-Marijuana-Vape Free policy and explore the resources available both on-and-off campus, for example: the Suffolk County Department of Health [Smoking Cessation Program](#) 631-853-3162, and 1-866-NY-Quits. Non-compliance of this policy will subject the person or persons to conduct procedures outlined in the Student Code of Conduct.

Solicitation

The college supports free speech through the distribution of non-commercial literature. However, the college requires registered student organizations to obtain permission from the Office of Campus Activities and Student Leadership Development prior to the distribution of literature. The college will require individuals or sponsoring organizations to restore all affected areas to the original form by removing tape, picking up paper, etc. The advertisement of alcoholic beverages or of establishments engaged in the sale or distribution of alcoholic beverages is prohibited. The distribution of handbills of any nature, commercial, non-commercial or those related to college business, is prohibited in classrooms, laboratories, libraries, instructional spaces, offices, parking lots and dining areas.

Student Codes and College Policies

Student Code of Conduct

The college community is committed to fostering a campus environment that is conducive to academic inquiry, a productive campus life and thoughtful study and discourse. The student conduct program within the Division of Student Affairs is committed to an educational and developmental process that balances the interests of individual students with the interests of the college community. [The Code of Conduct](#) can be reviewed on the college website.

Student Complaint Resolution Policy

To fully support the success of all students, Suffolk County Community College is committed to resolving complaints brought forth by students. Through the [student complaint resolution](#) policy a student can bring their concerns to the attention of college officials through a variety of communication methods.

Students with Felony Convictions

State University of New York (SUNY) policy prohibits Suffolk County Community College admission applications from inquiring into an applicant's prior criminal history. After acceptance, the college shall inquire if the student previously has been convicted of a felony if such individual seeks participation in clinical or field experiences, internships or study abroad programs. The information required to be disclosed under SUNY policy regarding such felony convictions shall be reviewed by a standing college committee consistent with the legal standards articulated in the New York State Correction Law.

Students who have previously been convicted of a felony are advised that their prior criminal history may impede their ability to complete the requirements of certain academic programs and/or to meet licensure requirements for certain professions, including, but not limited to:

- Sitting for the National Physical Therapy Examination (NPTE) required for certification and employment as a physical therapist assistant in New York State;
- Becoming certified in New York as a physical therapist assistant;
- Sitting for the national certification examination for occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT);
- Attaining licensure in New York State as an occupational therapy assistant;
- Taking the licensing examination for licensure as a practical nurse or registered nurse;
- Obtaining New York State licensure as a practical nurse or registered nurse;
- Obtaining certification as a pharmacy technician from the national Pharmacy Technician Certification Board (PTCB);
- Obtaining certification from the American Board of Opticianry and National Contact Lens Examiners (ABO-NCLE); and
- Obtaining certification as an ophthalmic assistant technician or ophthalmic technician from the Joint Commission on Allied Health Personnel in Ophthalmology (JCAHPO).

Students who have concerns about such matters are advised to contact the department chair of their intended academic program. Applicants and students with criminal convictions who are interested in pursuing a program leading to professional licensure or certification are also encouraged to consult with the appropriate licensing/certification authority. Students with criminal convictions who are considering transfer to or subsequent enrollment in a program at another institution that will lead to professional licensure or certification are also encouraged to consult with the appropriate licensing/certification authority.

Student Pregnancy or Related Conditions - Anti-Discrimination and Reasonable Modifications

Suffolk County Community College is committed to creating an accessible and inclusive environment for all students. Title IX of the Education Amendments of 1972 prohibits sex discrimination and sex-based

Student Codes and College Policies

harassment and includes discrimination and harassment against on the basis of current, potential, or past pregnancy or related conditions with respect to the College's education programs and activities. Pregnancy or related conditions will be treated in the same manner and under the same policies and practices as any other temporary medical condition.

Pregnancy or related conditions means:

- (1) Pregnancy, childbirth, termination of pregnancy, or lactation;
- (2) Medical conditions related to pregnancy, childbirth, termination of pregnancy, or lactation; or
- (3) Recovery from pregnancy, childbirth, termination of pregnancy, or related medical conditions.

What types of reasonable modifications may I request?

Students who are pregnant or have pregnancy related conditions may request reasonable modifications when necessary, which, depending on the student's individual needs and circumstances, may include:

- Changes in physical space or supplies (for example, access to a larger desk or a footrest);
- Breaks during class to express breast milk, breastfeed, or attend to health needs associated with pregnancy or related conditions, including eating, drinking or using the restroom;
- Arrangement for a lactation space
- Allowing a student to sit or stand, or carry or keep water nearby;
- Permitting temporary access to elevators
- Intermittent absences to attend medical appointments;
- Extensions of time for coursework and rescheduling of tests and examinations;
- Providing alternatives to make up missed work
- Other changes to policies, practices or procedures.

How do I request a reasonable modification?

Requests should be directed to one of the College Deputy Title IX Coordinators. The Title IX Coordinator will discuss the student's individual needs. Each reasonable modification will be based on the student's individualized needs. Reasonable modifications are not retroactive. A modification that would fundamentally alter the nature of the education program or activity is not a reasonable modification.

Supporting documentation to receive reasonable modifications will not be required unless the documentation is necessary and reasonable for the College to determine the reasonable modifications to make or whether to take additional specific actions. After the request is made, there is an interactive process that includes discussions with Disability Services where appropriate, the Title IX Coordinator, the Deputy Title IX Coordinator, the faculty member, and the student so that case-by-case decisions are made with consideration for the student's needs, program, class and/or assignment.

To protect student privacy, reasonable modification letters will include the student name, course, and approved modifications for the individual course but will not identify the student's condition, including pregnancy; nor will the Title IX Coordinator or Deputy Title IX Coordinators identify the student's condition in discussion with the faculty member.

The College will allow the student to voluntarily take a leave of absence from the College's education program or activity to cover, at a minimum, the period of time deemed medically necessary by the student's licensed healthcare provider and that when the student returns, the student will be reinstated to the academic status and, as practicable, to the extracurricular status that the student held when the voluntary leave began.

The College will not require a student who is pregnant or has related conditions to provide certification from a healthcare provider or any other person that the student is physically able to participate in the College's class, program, or extracurricular activity unless the certified level of physical ability or health is necessary for participation in the class, program, or extracurricular activity and such certification is required

Student Codes and College Policies

of all students participating in the class, program, or extracurricular activity. Any information obtained through such a certification will not be used as a basis for prohibited discrimination.

[Current Student Codes and College Policies](#)

To contact the Associate Deans of Student Affairs/Deputy Title IX Coordinators call:

Ammerman Campus

Phone: (631) 451-4176

Michael J. Grant Campus

Phone: (631) 851-6521

Eastern Campus

Phone: (631) 548-2515

Questions about the process, requests from faculty or staff or complaints of discrimination should be directed to:

Civil Rights Compliance Officers:

Christina Vargas

or

Dr. Dionne Walker-Belgrave

Chief Diversity Officer/

Affirmative Action Officer/

Title IX Coordinator

Deputy Title IX Coordinator

Ammerman Campus, NFL Bldg., Suite 230

Ammerman Campus, NFL Bldg., Suite 230

533 College Road, Selden, NY 11784

533 College Road, Selden, NY 11784

vargasc@sunysuffolk.edu

walkerd@sunysuffolk.edu

(631) 451-4950

(631) 451-4051

Student Rights Notification under the Family Educational Rights and Privacy Act

The Family Educational Rights and Privacy Act (FERPA) affords eligible students certain rights with respect to their education records. (An “eligible student” under FERPA is a student who is 18 years of age or older or who attends a postsecondary institution at any age.) These rights include:

1. The right to inspect and review the student's education records within 45 days after the day Suffolk County Community College receives a request for access. A student should submit to the Chief Campus Student Affairs Officer on their home campus (the Associate Dean of Student Affairs) a written request that identifies the record(s) the student wishes to inspect. A meeting will be scheduled within a reasonable period of time, at which time the records may be reviewed.
2. The right to request the amendment of the student's education records that the student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the college to amend a record should first bring this request to the Chief Campus Student Affairs Officer on their home campus (the Associate Dean of Student Affairs), who will discuss the matter with the student and attempt to arrive at a mutually acceptable resolution. If an agreement cannot be reached, the student will be notified of the decision and their right to a hearing. The student may then request a hearing to challenge the contents of the record. Additional information regarding the hearing procedures is outlined in the college Student Records Policy and will be provided to the student when notified of the right to a hearing.
3. The right to provide written consent before the college discloses personally identifiable information (PII) from the student's education records, except to the extent FERPA authorizes disclosure without consent. The college discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the college in an administrative, supervisory, academic, research or support staff position; a person retained as a contractor, consultant, volunteer, or other party to whom the college has outsourced services or functions authorized by, or under contract to the college, to perform a special task, such as an attorney or auditor; a person serving on the Board of Trustees; or a student serving in an official capacity, such as membership on a disciplinary or grievance committee. A school official has a legitimate educational interest in reviewing or assessing a student's education records if the school official is: performing a task that is specified in his/her position description or contract; performing a task directly related to a student's

Student Codes and College Policies

education; performing a task related to student discipline; providing a service or benefit relating to the student or student's family; and/or maintaining the safety and security of the campus. Upon request, the college also discloses education records without consent to officials of another institution in which a student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the college to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.

College policy explains in detail the procedures used by the college for compliance with FERPA. Copies of the college Student Records Policy may be found in the following offices: Campus Registrar and Associate Dean of Student Affairs on the Ammerman, Eastern and Grant campuses, as well as the offices of the college Registrar, Vice President for Student Affairs, and the Office of Legal Affairs in the Norman F. Lehtrecker Building on the Ammerman Campus. The Student Records Policy is also posted on the college website.

Questions concerning FERPA may be referred to the Associate Dean of Student Affairs on each campus or the college Registrar or the Vice President for Student Affairs in the Norman F. Lehtrecker Building on the Ammerman Campus.

Directory Information Notice

The Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Suffolk County Community College, with certain exceptions, require your written consent prior to the disclosure of personally identifiable information from your education records. However, the college may disclose appropriately designated "Directory Information" without written consent if considered appropriate by college officials, unless you have advised the college to the contrary in accordance with college procedures.

The college hereby designates the following items of student information as public or "Directory Information." This does not mean, however, that the college will indiscriminately release such information about students. Requests for Directory Information on all SUNY Suffolk students or categories of students will generally not be honored. The college specifically excludes lists or compilations of data on all students or categories of students from its designation of Directory Information under FERPA, even if such list or compilation of data consists only of information which, if related to an individual student, would otherwise constitute Directory Information. Release will generally be restricted to information on individual students only, and each request will be considered on an individual basis by the Vice President for Student Affairs, the college Registrar, the campus Associate Dean of Student Affairs, or the Office of Legal Affairs.

- Name
- Address (Permanent, local and email)
- Telephone Number (permanent and local)
- Photograph
- Dates and status of enrollment
- Major Field of Study
- Honors, awards or special recognition
- Weight and height, if a member of an athletic team
- Prior schools attended and degrees awarded
- Participation in officially recognized sports and activities

Currently enrolled students may withhold disclosure of this information under FERPA. To withhold disclosure, a student must complete the "Request to Prevent Disclosure of Directory Information" form. This form must be submitted to the campus Registrar's Office, and will be in effect until the student revokes the request in writing. The college assumes that failure on the part of any student to specifically request the withholding of "Directory Information" indicates individual approval for disclosure.

Campus Services

Academic Computing Centers (ACC)

The college provides access to computers, printers, and scanners for all students, with a valid ID card, on each of the three campuses. Internet access, necessary curriculum software, and the technological means to accommodate and complete all class related assignments are provided in the computing spaces. Professional staff are available to assist students and faculty with computer use. Users of the college's computer resources should refer to the college's IT Policies and Guidelines for rules and regulations regarding the use of these resources at the college.

Visit sunysuffolk.edu/acc for the most updated hours of operation and in-person assistance, including additional hours, exceptions, and closing dates.

The Academic Computing Centers are located on each campus at:

Ammerman Campus

Huntington Library, 1st floor

Eastern Campus

MLRC, 1st floor

Michael J. Grant Campus

LRC – Information Commons

Phone: (631)-451-4211

Email: ACC-Help@sunysuffolk.edu

Chat: Go to sunysuffolk.edu/acc and click on Live Chat

[Academic Computing Centers](#) information.

Academic Skills and Learning Centers

Through the campuses' Academic Skills (Eastern and Grant) and Learning Centers (Ammerman), the college offers all students an opportunity to sharpen their academic skills in a relaxed, friendly atmosphere. The centers provide such services as tutorial assistance, workshops and programmed self-instruction.

Services are provided at the following campus locations:

Ammerman

Academic Literacy Center, Islip Arts Building 116

Phone: (631) 451-4162

weinstm@sunysuffolk.edu

Foreign Language/ ESL Lab, Islip Arts Building 114

Phone: (631) 451-4161

language-lab-ammr@sunysuffolk.edu

Math Learning Center, Huntington Library, 1st floor

Phone: (631) 451-4002

Physical Science Learning Center, Smithtown Building 210

Phone: (631) 451-4301

Writing Center, Huntington Library, 1st floor

Phone: (631) 451-4150

mccormel@sunysuffolk.edu

Eastern

Academic Skills Center, MLRC, 224

Phone: (631) 548-2594

Writing Center, MLRC, 224

Phone: (631) 548-1714

writingeast@sunysuffolk.edu

Math and Science Learning Center, MLRC 224

Phone: (631) 548-2625

mslceast@sunysuffolk.edu

Michael J. Grant

Academic Success Center - Learning Resource Center Rooms 141-160

Foreign Language/ESL, Reading Tutoring

Phone: (631) 851-6369

tutoringcenterwest@sunysuffolk.edu

Campus Services

Math, Business and Science Tutoring

Phone: (631) 851-6369

tutoringcenterwest@sunysuffolk.edu

Writing Studio

Phone: (631) 851-6245

gwt@sunysuffolk.edu

Writing Studio appointments can be made through <https://sunysuffolk.mywconline.net>

Admissions

Students who are interested in enrolling in a restricted curriculum, learning about joint admissions, their matriculation status, or becoming a student tour guide can come by the office for assistance.

The Admissions Office is located on each campus at:

Ammerman Campus

Ammerman Building, 103

Phone: (631) 451-4022

Eastern Campus

Peconic Building , 2nd floor

Phone: (631) 548-2500

Michael J. Grant Campus

Caumsett Hall, 110

Phone: (631) 851-6719

ATM

ATM machines are located at the following locations:

Ammerman Campus

Babylon Student Center lobby

Eastern Campus

Peconic Building lobby

Michael J. Grant Campus

Captree Commons

Suffolk Credit Union Arena

Bookstore

Campus bookstores are operated by Follett, which sells and rents both new and used books and buys back used books at the end of each semester. The store also sells laptops/tablets, Suffolk clothing, school supplies, backpacks, gift items and graduation attire. The Bookstore accepts the following forms of payment: Apple Pay, Samsung Pay, Visa, MasterCard, American Express, Discover Card, validated personal checks, cash, and now accepts Zip – a buy now/pay later option. During the first few weeks of a term, for eligible students we accept Financial Aid Book Advances. This can be arranged with the Financial Aid office. Books can be ordered and shipped through the online website.

The Bookstore is located on each campus at:

Ammerman

Babylon Student Center,
Eaton's Neck, back of Cafeteria

Phone: (631) 451-4379

[Ammerman Bookstore](#)

Eastern

Peconic Building, 1st floor lobby

Phone: (631) 548-2554

[Eastern Bookstore](#)

Michael J. Grant

Captree Commons, 111

Phone: (631) 851-6768

[Michael J. Grant Bookstore](#)

Culinary Arts

[Eastern Bookstore](#) or visit the Eastern Campus location

Bulletin Boards

There are bulletin boards in every building on each campus. Posting on all campus bulletin boards is restricted to campus announcements and promotion of college-sponsored activities and services. Some boards on each campus are designated as community public boards. These can be used for general postings from members of the campus and local community. Contact the Office of Campus Activities and Student Leadership Development on each campus for official posting policies and the locations of college and community/public boards.

Campus Services

Commercial postings are allowed on public community bulletin boards but are excluded from boards used for official college business purposes. No individual or organization may falsely claim college sponsorship, or portray itself in a way that would reasonably imply college endorsement. If posting in inappropriate locations results in damage to property, restitution will be required of the responsible party. The posting of any information, commercial or non-commercial, is prohibited on walls, doors, glass, hallways, vending machines or kiosks.

Bus Service

Bus service is provided by the Suffolk County Transit Authority. Please visit sct-bus.org for bus schedules.

Train Service:

Riverhead	LIRR (station located on Osborne Ave., 4.7 miles from campus)
Brentwood	LIRR (station located at 100 Suffolk Ave., 2.5 miles from campus)

Bus Shelters:

Ammerman	Across from Norman F. Lechtrecker Building (NFL)
Culinary	Culinary Arts Center – County Rd 24, South of the traffic circle (near McDonald’s) or Riverhead County Center
Eastern	Peconic Building, Parking Lot 1
Michael J. Grant	Community College Drive and Loop Road

Business Office/Cashier

The Business Office/Cashier is responsible for handling all financial transactions between the college and students. In addition to accepting payments for all bills owed, the college Business Office can provide students with billing information, payment information, and refund regulations.

The Business Office is located on each campus at:

Ammerman	Ammerman Building, lower level	Phone: (631) 451-4086
Eastern	Peconic Building, 2nd floor	Phone: (631) 548-2500
Michael J. Grant	Caumsett Hall 113	Phone: (631) 851-6730

Calendar of Events

Each campus posts a [Calendar of Events](#) on the college website. It gets updated daily, so check it often for the latest information.

Campus Activities and Student Leadership Development

The Office of Campus Activities and Student Leadership Development complements the mission of the college by creating opportunities for student involvement and fostering campus environments that inspire students to become active members of the campus, the college and the community. Working in collaboration with faculty and staff, the Office of Campus Activities and Student Leadership Development offers a wide array of educational, cultural, leadership, social and recreational programs that promote student learning and development. Staff efforts are intentionally focused on enhancing student learning and personal development. Find us on social media [@campusactivitiesccc](#)

Specifically, staff assist students to:

- Develop life skills
- Foster critical thinking skills
- Develop a pluralistic perspective
- Proactively embrace inclusion
- Form and express conclusions
- Learn and practice leadership skills
- Explore personal values
- Become good citizens
- Develop cooperative learning skills

Campus Services

The offices of Campus Activities and Student Leadership Development are located at the following locations:

Ammerman	Babylon Student Center, 100	Phone: (631) 451-4375
Eastern	Peconic Building, 122	Phone: (631) 548-2522
Michael J. Grant	Captree Commons, 110	Phone: (631) 851-6702

Career Services

Through collaboration with internal and external constituents, the office of Career Services assists students and alumni in understanding the career development process. It offers opportunities for students to enhance their educational and career goals through advisement. Students are provided with assistance to understand themselves, educational opportunities and the world of work for the ultimate purpose of pursuing meaningful careers.

The Career Services offices are located in the following locations on each campus:

Ammerman	Babylon Student Center, 205	Phone: (631) 451-4789
Eastern	Peconic Building, 2nd floor	Phone: (631) 548-2572
Michael J. Grant	Caumsett Hall, Suite 20	Phone: (631) 851-6250

Center for Social Justice and Human Understanding (CSJHU)

The Center for Social Justice & Human Understanding (CSJHU) is a not-for-profit corporation created by Suffolk County Community College to manage an extensive collection of Holocaust and slavery artifacts donated to the college.

CSJHU facilitates educational, thought-provoking programming on various historical and contemporary issues of social justice in its effort to foster an accepting community that values diversity and equity both at the college and community at large. Some of these programs include keynote presentations, interactive experiences, lectures, and tours of the exhibit, as well as site visits from middle and high school students. Additionally, CSJHU works in partnership with various departments of the college and community organizations as a collective to creatively broaden its reach and scope.

The permanent exhibit is located on the second floor of the Huntington Library on the Ammerman Campus.

Children's Learning Centers

The Ammerman and Michael J. Grant campuses have on-site child care centers that provide quality early childhood education for members of surrounding communities, as well as children of students, faculty, and staff.

The Ammerman Campus Kids Children's Learning Center, located next to the Brookhaven Gymnasium, is open from 7:30 a.m. to 5:00 p.m., Monday through Thursday and Fridays from 7:30 a.m. to 4:00 p.m. when school is in session during the fall and spring semesters. Child care is available for children ages six weeks through five years of age. For more information, contact Campus Kids at (631) 451-4388.

The Michael J. Grant Kids' Cottage is located east of the Caumsett Hall parking lot. The Center is open from 7:30 a.m. to 5:30 p.m., Monday through Thursday and Fridays from 7:30 a.m. to 4:00 p.m. when school is in session during the fall and spring semesters. Child care is available for children ages six weeks through five years of age. For more information, contact Suffolk Kids' Cottage at (631) 851-6517.

Child care grant funding is available for students. Applications are available at the Children's Learning Centers.

The Eastern Campus maintains a list of local child care providers, in the Admissions Office and Associate Dean of Students Office.

Campus Services

Counseling Center

The Centers on each campus offer the following services:

Academic Advising

- Assistance with class selection to meet academic goals
- Information regarding college academic policy
- Assistance in solving academic issues and concerns

Transfer Counseling

- Assistance in evaluating educational options and identifying transfer institutions
- Guidance in gathering information on colleges and academic programs
- Advice concerning the admissions process
- Online research opportunities
- Opportunities to meet with college representatives throughout the year
- Transfer college visits

Counseling services are provided on each campus in the following locations:

Ammerman	Ammerman Building, 209	Phone: (631) 451-4053
Eastern	Peconic Building, 2nd floor	Phone: (631) 548-2500
Michael J. Grant	Caumsett Hall 20	Phone: (631) 851-6250

Dining Services

The college and Aramark Dining Services are partners in creating and providing students and visitors to the Ammerman and Michael J. Grant campuses with enhanced dining experiences by offering a mix of national and proprietary restaurant brands, providing fresh food, as well as healthy and vegan options. To provide this service, the college implements a \$100 meal plan charge per semester for students taking nine credits or more on the Ammerman and Michael J. Grant campuses. These funds are then made available to students for purchasing food or drinks in any of the campus dining locations and from campus vending machines. Purchases made through the meal plan are tax-free, creating significant dining value. The [Campus Dish](#) website has additional information. Aramark also handles all catering requests for events taking place on campus.

The Eastern Campus food service is an independent, Association funded operation offering fresh, healthy food options as well as quick, grab and go items.

Dining services are available in the following locations on each campus:

Ammerman	Babylon Student Center	Phone: (631) 732-1838
	Southampton Building	
Eastern	Peconic Building	Phone: (631) 548-2534
Michael J. Grant	Captree Commons	Phone: (631) 273-4374
	Suffolk Credit Union Arena	

Bakers Workshop

The Culinary Arts and Hospitality Center, located at 20 East Main Street in Riverhead, features a retail bakery open to members of the college community and the general public. Products are developed by students from the learning laboratories. Students receive a discount when presenting their student ID card.

Disability Services

The Office of Disability Services provides services and accommodations to students with disabilities so they can participate in all aspects of college life. Requesting academic adjustments at the college level is the student's responsibility and students are required to self-disclose a disability to the college in order to receive accommodations. Reasonable accommodations are adjustments to policies, practices and procedures that "level the playing field" for students with disabilities as long as such adjustments do not lessen academic or programmatic requirements. Accommodations are determined on a case-by-case basis based on both the student's needs as described in their disability documentation and the technical academic standards of their course or program. Students who need accommodations must submit written documentation of their disability to their home campus' [Office of Disability Services](#).

For more information, please contact the college Director of Disability Services, Jennifer Forni, at (631) 451-4045, disabilitya@sunysuffolk.edu or visit the Ammerman Building, Room 202 on the Ammerman Campus.

Educational Opportunity Program (EOP)

The Educational Opportunity Program (EOP), of the State University of New York (SUNY), operates on fifty-five SUNY campuses and has 75,000 alumni. Suffolk County Community College's Educational Opportunity Program provides academic support, counseling and financial aid to students who show promise for succeeding in college. The program assists students throughout their college careers, both at Suffolk and when they transfer to a four-year college or university. Offered primarily to full-time students who are New York State residents, EOP accepts students who qualify academically and financially. Students admitted to Suffolk County Community College's EOP program must complete a pre-freshman summer requirement.

EOP Program Benefits:

- Pre-freshman summer program
- Academic advisement
- Holistic counseling
- Personal mentoring
- Tutoring services
- Supplemental Instruction
- Financial assistance
- Priority registration
- Eligibility for membership in Chi Alpha Epsilon National Honor Society

The EOP Offices are located at:

Ammerman	Huntington Library Building, B-22	Phone: (631) 451-4356
Eastern	Peconic Building, 2nd floor	Phone: (631) 451-4356
Michael J. Grant	Suffolk Credit Union Arena, A-129	Phone: (631) 851-6510

Financial Aid

The primary goal of the Financial Aid Office is to provide students with full access to all available sources of federal, state, and institutional financial assistance in order to meet their educational costs while pursuing their studies. These resources include the Federal Pell Grant, Supplemental Educational Opportunity Grant (SEOG), Federal Work-Study (FWS), William D. Ford Federal Direct Loan Program, NYS Excelsior Scholarship, NYS Tuition Assistance Program (TAP) and the NYS Aid for Part-Time Study (APTS) Program. All students must begin the application process by filing the [Free Application for Federal Student Aid](#) (FAFSA). Our knowledgeable staff is available for individual assistance regarding [financial aid programs](#) and eligibility guidelines and also to assist with the application process, including electronic filing.

Services are available in the following campus locations:

Ammerman	Ammerman Building - A16	Phone: (631) 451-4072	faidammr@sunysuffolk.edu
Eastern	Peconic Building, 2nd floor	Phone: (631) 548-2500	faideast@sunysuffolk.edu
Michael J. Grant	Caumsett Hall - Rm 30	Phone: (631) 851-6712	faidwest@sunysuffolk.edu

[return to contents page](#)

Campus Services

Health Services

Health Services utilizes a wellness model to provide programs and services aimed to insure optimal physical and mental health for all students. Services offered to students include:

- Emergency first aid and referral for injuries
- Treatment and referral for acute illnesses
- Personal health counseling
- Referrals to community agencies
- Blood pressure screening
- Health education programs
- Special parking requests
- Immunization certificates for compliance with NYS law
- Medical documents for Health Career students

In addition, the office coordinates:

- Free immunization clinics
- Blood drives and health promotions
- Substance abuse education workshops and programs
- Wellness programs which include HIV and STD testing and smoking cessation classes

Health Services is located at the following locations:

Ammerman	Kreiling Hall, 105	Phone: (631) 451-4047
Eastern	Peconic Building, 115	Phone: (631) 548-2510
Michael J. Grant	Captree Commons, 105	Phone: (631) 851-6709

Interfaith Meditation Room

This space is open to individuals of all religious faiths and non-religious beliefs for peace, prayer, and meditation. The Meditation Room aims to support wellness, alleviate stress, and restore balance by providing a space for quiet prayer, reflection, contemplation, and meditation. It is not available for reservation and is accessible to everyone during its hours of operation. To access the space, students should visit the Information Booth on the main level of the Babylon Student Center and present their student ID. The Meditation room is located on the lower level of the Babylon Student Center, Room 36.

Internet Access

Students can access the college wireless network for free. New students must first create an account by going to the college [homepage](#) > MySCCC > New Students

Libraries/Learning Resource Centers

The college libraries offer a wealth of resources both virtually and within the library buildings.

The [library homepage](#) provides students access, both on and off campus, to extensive academic library collections and services. Library resources for currently enrolled students can be accessed from off-campus using MySCCC credentials. General and discipline-specific online databases such as EBSCO Academic Search Complete, PsycARTICLES, CINAHL, ARTstor, and ScienceDirect to name a few, are available from the library homepage. In addition, the library offers hundreds of streaming video titles from SWANK, AVON, Film Platform, and Films on Demand. The Ammerman, Eastern, and Michael J. Grant campus libraries offer more than 230,000 print and electronic books, and access to thousands of online journals and newspapers.

Library faculty are available to assist students through one-on-one reference assistance both in-person and via virtual chat or online research consultations.

Computers are available for research in each library to access library resources, create documents, and

Campus Services



use course-specific software, e.g. AutoCAD. College policies on network access and acceptable use apply. Students can also borrow a laptop to use within the library, course textbooks, calculators, mobile device chargers, and study rooms with a valid student ID card. The campus libraries offer access to 3D printers and virtual reality hardware. For students who want to learn more about library resources and information literacy, the library offers a 1-credit course LIB101, Introduction to College Research.

Please check the library website for circulation policies and library hours.

The libraries of Suffolk County Community College can be contacted at:

Ammerman	Huntington Library	Phone: (631) 451-4800
Eastern	Montaukett LRC	Phone: (631) 548-2536
Michael J. Grant	Learning Resource Center (LRC)	Phone: (631) 851-6740

Lost and Found-Public Safety

Lost and Found is located at the following locations (note: students should first check with a staff member in the building where they believe they lost the item):

Ammerman	Guard Station on College Road	Phone: (631) 451-4242
Eastern	Peconic Building, 119	Phone: (631) 451-4242
Michael J. Grant	North Cottage, Public Safety	Phone: (631) 451-4242

Mental Health and Wellness Services

Mental Health and Wellness Services (MHWS) strives to provide access to exemplary, culturally sensitive mental health and wellness services and programming for all students. For students who may be experiencing psychological, emotional, social and/or behavioral issues or who want or need additional support during their time at SUNY Suffolk, MHWS offers FREE and CONFIDENTIAL short-term individual therapy. Licensed mental health providers are located on all 3 campuses:

Ammerman	Kreiling Hall, Suite 101	Phone: 631-451-4040
Eastern	Peconic Building, Room 212	Phone: 631-548-2650
Michael J. Grant	Sagtikos Building, Suite 122	Phone: 631-851-6876
	(TEMPORARY LOCATION FALL 2024)	

Other services provided through MHWS include:

- Risk assessment and crisis management services for students experiencing mental health crises
- Referral to off-campus agencies and mental health providers

Campus Services

- Group workshops on stress management, test anxiety, depression, and other topics related to mental health
- Mental health and wellness related programs and events
- Consultation with faculty/staff regarding concerns for students

Multicultural Affairs

The central aim of Multicultural Affairs is to assist in meeting the college's goals to "create a welcoming culture in which every community member understands that they belong, and to eliminate disparities in student access and achievement" (from college's website). To achieve these institutional goals, Multicultural Affairs coordinates a variety of co-curricular activities both on and off campus, aimed at celebrating and recognizing the unique contributions and traditions of different cultural, ethnic, gender, religious, and social groups. Recognizing diversity involves embracing the exploration of differing opinions, thoughts, perceptions, and perspectives. It also fosters open-mindedness among diverse groups and helps dispel negative stereotypes. We strive to enhance the cultural, personal, social perspectives, leadership skills, cross-cultural critical thinking, and intellectual growth of every student. The Office of Multicultural Affairs is located within the Office of Campus Activities in the Babylon Student Center, Suite 100.

The Multicultural Affairs Offices are located at:

Ammerman	Babylon Student Center, Suite 100	Phone: (631) 451-4459
Eastern	Peconic Building, 122	Phone: (631) 548-2634
Michael J. Grant	Captree Commons, 110	Phone: (631) 851-6341

Office of the Associate Dean for Student Affairs

The Office of the Associate Dean of Student Affairs supervises a myriad of support services which work together to provide efficient and effective services for both current and prospective students on each campus. While the majority of our departments are open between the hours of 9:00 a.m. and 5:00 p.m., Monday through Friday, some offices maintain extended hours. The office assists students through the coordination of the exceptions to the refund policy, the medical withdrawal process, and the student conduct process, and serves as an advocate for different student issues. Students who find that a medical or family emergency will require them to miss class(es) are encouraged to contact the office on their campus so their instructors can be informed of the situation. In addition, students are urged to contact the office should they have any questions related to non-academic issues.

The Associate Dean of Student Affairs Offices are located at:

Ammerman	Ammerman Building, 200	Phone: (631) 451-4043
Eastern	Peconic Building, 224	Phone: (631) 548-2514
Michael J. Grant	Caumsett Hall, 106	Phone: (631) 851-6521

Registrar's Office



The campus Registrar's offices assist students with all activities related to their registration for classes, including adding and dropping classes and withdrawal from classes during the semester. Additional services include verifying student enrollment and academic status for insurance, financial aid and student class schedules.

The Central Records Office maintains academic records for all students, verifies degree status for employment, evaluates eligibility for graduation, certifies and mails official college transcripts.

Campus Services

The Registrar's Offices are located at:

Ammerman	Ammerman Building, 10	Phone: (631) 451-4004
Eastern	Peconic Building, 2nd floor	Phone: (631) 548-2500
Michael J. Grant	Caumsett Hall, 113	Phone: (631) 851-6780

Student Support Services (TRIO)

The Student Support Services program enhances opportunities for students to successfully complete their college education. Through the development and implementation of a personal support plan, students receive assistance in identifying their educational goals and learning needs as well as individual academic and financial advisement and tutoring. Eligible students are those with an academic need, enrolled full-time and in their first semester at Suffolk County Community College. In addition, students must meet at least one of the following criteria:

- First generation college student (neither parent has graduated from college with a four-year degree)
- Low income student
- Student with a documented disability

What the program offers:

- One-on-one assistance with academic needs
- Academic Coaching
- Instruction in basic study skills
- Tutorial services
- Assistance in applying for and maintaining financial aid eligibility
- Information about career and transfer opportunities
- Registration priority
- Peer mentoring
- Cultural activities
- Referral to campus resources
- Workshops and informational sessions

Applications to the Student Support Services (SSS) program will be considered on a first-come, first-served basis. Students must be in their first semester in the fall and enrolled full-time (12 or more credits) in order to be considered. The program acceptance deadline is October 25th of each year. Please note that we are unable to accept students in the spring. Therefore, interested students should apply as early as possible. If you are interested in applying or would like to learn more about the SSS program on your campus, please contact your campus Student Support Services office.

Student Support Services offices are located at the following locations:

Ammerman	Huntington Library, 19A	Phone: (631) 451-4693
Eastern	Orient Building, 235	Phone: (631) 548-2582
Michael J. Grant	Suffolk Credit Union Arena, (SCUA)129	Phone: (631) 851-6778

Veterans Services

(631) 451-4456 • veterans@sunysuffolk.edu

You Served, We Honor. At Suffolk County Community College we have a long-standing history of assisting veterans with maximizing their benefits and achieving their educational goals. With established centers on each of our three campuses, the Veterans Resource Centers (VRC) proudly serve more than 600 military-connected students each year. We know that balancing college with military, career, family, and personal responsibilities can be extremely challenging. The VRC staff are available to assist student veterans and active duty military and their families with understanding their benefits and ensuring that they will receive everything they are eligible for. The VRC is staffed with Professional Assistants and veteran work study students that are trained in providing referrals and accessing resources for veterans on campus as well as within the community. Students will receive a bi-weekly newsletter with information regarding benefits eligibility, community events for veterans, and news about various organizations serving veterans. Each campus also hosts a variety of events to increase awareness on campus and to assist with outreach to student veterans. Noted as a “Military Friendly” institution with *Military Times*, we take great pride in providing exemplary services to our student veterans, military service members and their families, so please stop by and visit one of our Veterans Resource Centers.

Veterans Resource Centers are located at the following locations:

Ammerman	Kreiling Hall, Room 202
Eastern	Orient Building
Michael J. Grant	Captree Commons, Room 100

Athletics and Recreational Sports



The athletic program is a vital component of the co-curricular offerings at the college. Suffolk is a member of the National Junior College Athletic Association (NJCAA) – Division III, Region XV. Contact the Athletic Office for information on all team tryouts. In addition, the office coordinates an intramural program as well as a very popular E-Sports program. Visit the Athletics website for additional details <https://www.sunysuffolkathletics.com>

Honor Societies

Alpha Beta Gamma is an international honor society for business and accounting majors.

Alpha Sigma Lambda is a national honor society for adult students 25 years of age or older. This organization provides an opportunity to recognize the special achievements of adult students who accomplish academic excellence while facing competing interests of family, work, and community.

Chi Alpha Epsilon, the National Honor Society, was formed to recognize the academic achievements of students admitted to colleges and universities throughout the country by non-traditional criteria and serves students in the Educational Opportunity Program (EOP), Student Support Services (SSS) and Student Success Programs. Its purpose is to promote continued high academic standards, to foster increased communication among its members, and to honor academic excellence achieved by those students.

Mu Alpha Theta is the national two-year college Mathematics honor society whose purpose is the promotion of scholarship in, and enjoyment and understanding of mathematics among students.

Pi Alpha Sigma is a college honors designation. Each semester, students who have achieved a 3.5 cumulative grade point average, who have no incomplete grades, and who have completed at least 36 credits at Suffolk County Community College receive this designation. This academic designation is also noted on the student's permanent record.

Psi Beta is a scholastic honor society at two-year colleges that recognizes academic achievements of students in the field of psychology.

Phi Theta Kappa, the national honor society for two-year colleges, recognizes and encourages four hallmarks — scholarship, service, leadership and fellowship among community college students and the surrounding communities.

SALUTE is a National Honor Society for Veterans, Active Duty personnel, Reservists and Guardsmen. SALUTE stands for Service, Academics, Leadership, Unity, Tribute, and Excellence. SALUTE members have excellent records of academic success, earning a 3.0 or better cumulative GPA as well as showing a record of service to their school and/or community while completing their coursework.

Student Life

Sigma Chi Eta recognizes, fosters, and rewards scholastic achievement in communication studies, stimulates interest in the field of communication, and provides an opportunity to discuss and exchange ideas in the field of communication.

Sigma Kappa Delta recognizes and rewards outstanding achievement in English language and literature; provides cultural stimulation and promotes interest in English at two-year college campuses and in the communities they serve; fosters English in all its aspects, including creative and critical writing; promotes professional interaction among members; and exhibits high standards of academic achievement.

Sociedad Honoraria De La Lengua Española recognizes students at a two-year college who excel in the study of the Spanish language and Hispanic culture.

Ammerman Campus Student Life

Art Gallery

Southampton Lobby (631) 451-4093

The Maurice N. Flecker Memorial Gallery is located on the second floor of the Southampton Building. The gallery hosts a variety of shows each year, including exhibitions by notable emerging and mid-career artists, as well as annual faculty and student exhibitions. For a full schedule of exhibits, refer to the online calendar of events or contact the Art Department.

Babylon Student Center

The Babylon Student Center serves as the focal point of campus activities. Some of the services include:

ATM

There is an automated teller machine located in the lobby.

Bookstore - Main level, 120 (631) 451-4379

The Bookstore, operated by Follett, sells both new and used books and buys back used books at the end of each semester. It sells college clothing, school supplies, backpacks, gift items and graduation attire. The Bookstore accepts Visa, MasterCard, American Express, Discover Card, validated personal checks, cash, and now accepts Zip – a buy now/pay later option. Books can be ordered and shipped through the online website.

Food Pantry - Lower Level, 28

The campus food pantry is for Suffolk County Community College students in need of this service. The food pantry is supplied by donations of non-perishable food and is available when the campus is open. The mission of the Ammerman Campus Food Pantry is to provide temporary, supplemental food relief to students at no cost. In addition to helping alleviate hunger within our student community, the Ammerman Campus Food Pantry aims to reduce the impact that food insecurity has on the academic success of our students, and provides community referrals to assist with meeting other unmet basic needs. The Ammerman Campus Food Pantry aims to alleviate the barriers associated with food insecurity and to ensure that no student goes hungry because of lack of income or access to food.

Information Booth, Main Lobby (631) 451-4377

The Information Booth is located in the Main Lobby. Publicity concerning college and campus programs are all distributed from this location. Community announcements and bus schedules are also available. Students can obtain general information and publicity concerning college and campus programs.

Interfaith/Meditation Room, Room 36

This space is for individuals of all religious faiths and non-religious beliefs to experience a place for peace, prayer, and meditation. This is not a reservable space and is available for all individuals to use when it is open. To gain access to this space, students must go to the Information Booth on the main level of the Babylon Student Center.

Meeting Rooms

There are several meeting rooms in the Babylon Student Center. Rooms can be reserved through the Office of Campus Activities and Student Leadership Development. For more information on reserving space, please visit Suite 100 in the Babylon Student Center.

Student Lounge Upper Level

A space where students can gather with friends or choose to study.

Ammerman Campus Student Life

Calendar of Events

A bi-weekly publication prepared by the Office of Campus Activities and Student Leadership Development lists their programs as well as club programs. Copies can be obtained at the Information Booth.

The [Calendar of Events](#) is available online.

Campus Activities and Student Leadership Development

[Babylon Student Center 100, \(631\) 451-4376](#)

The coordination of all student events is handled through this office. The staff strives to assist in the growth and development of students by providing them with the knowledge, skills, opportunities, and direction to lead students in the formulation and production of student programs and events. The office facilitates leadership training programs and opportunities that foster an appreciation for diversity and/or multicultural awareness. The staff also coordinates services for student organizations.

Campus Activities Board (CAB)

[Babylon Student Center, 30, Lower Level \(631\) 451-4835](#)

The Campus Activities Board (CAB) is responsible for developing and implementing programs to serve the educational, cultural, social, and recreational needs of the college community. CAB is composed of various committees of student chairpersons and is overseen by an executive committee of three students. CAB's committees include Novelty, Issues and Awareness, Music, Films, Special Events, Community Outreach, Trips, and Publicity. Join CAB and become part of a fun and exciting organization on campus!

Departmental Outreach Programs

The academic departments and the Office of Campus Activities and Student Leadership Development work cooperatively to create programs that are relevant to their disciplines.

The Nook

A rotating exhibit displays engaging, educational materials, celebrating or commemorating a variety of historical or cultural experiences.

Music

[Southampton Room 18, \(631\) 451-4346](#)

Any Suffolk County Community College student is allowed to participate in one or more of the college music ensembles. Available ensembles are the college Choir, Suffolk Singers, college Orchestra, Symphonic Band, Jazz Ensemble, Guitar Ensemble, and the Contemporary Music Ensemble.

More information is available at the Music Department Office.



Peer Mentor Program

This program employs students who provide peer assistance at campus events and serve as mentors. Peer Mentors work both the Fall and Spring Orientation Programs, in the Academic Advising and

Ammerman Campus Student Life

Mentoring Center (AAMC) and the Babylon Student Center throughout the Academic School Year as well as other events as needed. Other optional paid assignments are available during each semester. For more information, visit the Office of Campus Activities and Student Leadership Development in the Babylon Student Center, Suite 100.

Social Media

Please follow the Office of Campus Activities and Student Leadership Development @campusactivitiesccc on Instagram and Facebook. You will find posts, stories and short reels all about student engagement, experiences and upcoming activities.

Student Government Association

Babylon Student Center 34, Lower Level (631) 451-4324

The mission of the Student Government Association is to represent the student body and promote democracy by supporting the goals and objectives identified by the student body. The Student Government Association acts as a liaison between the students, faculty, staff, and administration.

The Student Government Association consists of an executive board of four officers (president, vice president, secretary, finance chair) and up to 20 senators. The Student Government Association works with all facets of the campus community through various avenues including campus committees, ad hoc committees, and student forums. All general meetings are open to the public.

Student Organizations

Babylon Student Center 100, (631) 451-4376

Student organizations are formed by groups of students who organize themselves around an area of interest. New clubs may be organized at any time, but each must have a faculty advisor and be formally recognized by the college via the Office of Campus Activities and Student Leadership Development and the Associate Dean of Student Affairs. Student organizations are governed by a set of approved policies and procedures that are detailed in the Club and Organization Handbook. Current student organization information is available in the Office of Campus Activities and Student Leadership Development. A complete list of student organizations can be found on the Suffolk County Community College website.

Student Publications

Two major publications provide students with the opportunity to develop literary and journalistic skills. They fall under the auspices of the Campus Student Publications Board, which provides guidance and direction for business and publication practices.

Compass News

Babylon Student Center 20, Lower Level (631) 451-4939

The popular Compass newspaper serves as a vehicle of expression for the entire campus. All students are welcome to work on the newspaper, and any member of the college community can submit articles for publication.

E-mail: compassstaff@hotmail.com



Perspectives

Babylon Student Center 21, Lower Level (631) 451-4396

Perspectives, a literary magazine, provides students with an outlet of expression through their literary, artistic and photographic works. It is published twice a year. All students are encouraged to contribute material at any time during the semester.

Ammerman Campus Student Life

Theatre

Islip Arts 121, (631) 451-4163

The Theatre Department works in conjunction with the divisions of Academic Affairs and Student Affairs to provide the college community with quality plays and musicals. The Performing Arts Series provides opportunities to enhance the cultural life of the college community. Many classes use theatre productions for analysis in the classroom, where student attendance often fulfills required participation in college events. Opportunities are available for all students to audition for performance or be assigned technical positions regardless of their academic interest, home campus or major. Auditions are usually held during the evening of the first three days of day classes (spring and fall) for all shows produced during the semester. All college students are entitled to free tickets with student I.D. to theatre performances: Two tickets for Shea Theatre performances and one for Theatre 119 performances.

Ammerman Campus Student Life

AMMERMAN CAMPUS MAP



The [web-based campus maps](#) include the location of all gender neutral bathrooms located on campus.

Eastern Campus Student Life

Art Gallery

The Lyceum Gallery is located on the first floor of the Montaukett Learning Resource Center. The gallery features work by local, national and student artists. A listing of the art shows schedule is available in the Office of Campus Activities and Student Leadership Development, Peconic 122.

Athletics

Suffolk County Community College offers students the opportunity to become involved in various intercollegiate sports. These are housed primarily on the Ammerman and Michael J. Grant campuses. For information on how to become involved in intramural sports, contact the Coordinator of Intramurals in the Health and Wellness Center, Room 107, or call (631)451-4380 for the Office of Athletics tryout schedules.

Calendar of Events

A calendar of campus and college events is available on the Student Life section of the college website. The [Calendar of Events](#) is available online.

Campus Activities and Student Leadership Development

Peconic 122, (631) 548-2522

The Office of Campus Activities and Student Leadership Development complements the mission of the college by creating opportunities for student leadership and fostering campus environments that inspire students to become active members of the campus, the college, and the community. Working in collaboration with faculty and staff, the Office of Campus Activities and Student Leadership Development offers a wide array of educational, cultural, leadership, social and recreational programs that promotes student learning and development.

Campus Food Pantry

The Eastern Campus Food Pantry is available to any student who is experiencing food insecurity. The Food Pantry is supported and maintained by faculty, staff, students, and student organizations of the Eastern Campus community. A variety of initiatives keep the pantry stocked and fresh throughout the academic year, led by the Campus Activities Board and community service organizations. Accessing the Pantry is easy by visiting the Office of Campus Activities and Student Leadership Development in the Peconic Building, Room 122.

Employer Recruitment/Job Expo

At various times throughout each semester, employers come to the campus to network with potential new employees. In the past, such employers have included TFCU, the Suffolk County Police Department, the New York State Department of Environmental Conservation, and various resort complexes. Check with Career Services, in the Student Success Center, Peconic Building, 2nd floor, for more information.

Lounges/Meeting Rooms

There are numerous gathering spaces on the campus for students to relax, socialize and study. The Peconic Building offers quiet dining in the Café, a student game room in P104 and meeting spaces and lounge in the first floor Shark Tank. Reservations for meeting spaces may be made in the Office of Campus Activities and Student Leadership in P122.

Eastern Campus Student Life



The Montaukett Learning Resource Center has student rooms available for reservation. There are group study tables on the second floor and there are larger meeting rooms which may be available for reservation through P122.

Multicultural Affairs

The primary goal of Multicultural Affairs is to foster an atmosphere of pluralism and inclusion where diversity is respected and celebrated. To accomplish this, Multicultural Affairs offers an array of co-curricular activities that are designed to recognize the unique contributions and traditions of the various cultural, ethnic, gender, religious, and social groups in our society. These groups include, but are not limited to African-Americans, Latino, Native Americans, Asian/Pacific Islanders, women, and the LGBTQ+ (lesbian, gay, bisexual, transgender, queer/questioning, and +) population. Acknowledging diversity includes welcoming the exploration of differences in opinion, thought, perception and perspective. Activities designed to increase awareness and instill cultural sensitivity include off-campus trips, multicultural luncheons/dinners, educational displays, traveling exhibits, workshops, classroom presentations, cultural clubs, and intergroup collaboration. The Multicultural Affairs Office is located in the Peconic Building, Room 122. Call (631) 548-2634.

Peer Mentor Program

Peer Mentors serve as support resources for students of the Eastern Campus. They are currently enrolled student leaders, employed by the Office of Campus Activities and Student Leadership Development that support students as they successfully navigate their studies at SUNY Suffolk. Becoming involved as a Peer Mentor provides great benefits for both personal and professional development. Students interested in becoming a Peer Mentor can visit the Office of Campus Activities and Student Leadership Development in Peconic 122.

Personal Development Workshops

The Student Success Center offers a variety of workshops and programs designed to support the growth and development of students. Previous programs have included sessions on “FAFSA on the Web,” budget and debt management, health and well being, and stress management. For information about these and other sessions, check the online [Calendar of Events](#).

Eastern Campus Student Life

Recreational Sports and Wellness Programs

The Eastern Campus encourages both formal and informal recreation for students. On-campus facilities include outdoor sand volleyball courts, basketball courts, and a soccer field. Indoor facilities include a game room with a billiards table and video game systems as well as the Health and Wellness Center (HWC). This 11,500 square-foot gymnasium is located on the southwestern corner of the campus; it has a resilient sports floor that can accommodate a regulation basketball court which can be divided into six practice courts. The space can also accommodate two volleyball courts or six badminton courts. The gymnasium features a three-lane running/walking track around the perimeter of the gym. On the north side of the lobby, opposite the gym is an elevated open 2,200 square-foot area containing strength and weight training equipment with a floor to ceiling rock climbing wall. Directly off the main lobby and backing up to the rock climbing wall, is a corridor leading to two multi-purpose classrooms separated by a movable partition; the rooms can accommodate up to 48 students.

Along the eastern side of the facility is a corridor leading to the pool area. The pool is an 8-lane competition and diving pool, featuring both a 1-meter and 3-meter diving board. Spectator seating will accommodate over 150 people and includes floor-level spaces for wheelchairs. Access to the locker room area is located directly off the pool deck.

The Eastern Campus boasts a competitive recreational program with strong standing in multiple sports and activities. Information on walking, hiking and other activities is available in the Office of Campus Activities and Student Leadership Development. Watch for information on special recreation nights at community facilities.

Major events include the annual Wellness Fair, blood drives, and programs for National Collegiate Alcohol Awareness Week. Each academic year a comprehensive wellness program is developed using the Eight Dimensions of Wellness as the focus. Programming in the areas of emotional, environmental, financial, intellectual, occupational, physical, social, and spiritual wellness are offered to students.

Student Government

Peconic 110, (631) 548-2581

Student Government is concerned with the development, welfare and governance of all students, student organizations and student groups at the Eastern Campus. Student Government:

- Provides the means whereby students may express themselves collectively in the governance of the campus and college
- Provides the vehicle for communication between the student body and the campus and college faculty and staff
- Takes leadership in the development, promotion, and coordination of student activities
- Offers students the opportunity to develop their personal skills in leadership and group management

The Student Government on the Eastern Campus consists of an operating board of three officers (president, vice-president, and secretary/treasurer), seven senators, and an unlimited number of general members. Officers are elected during the spring semester each year, and senators can apply during the semester for a position, if available. General members are able to attend meetings and contribute to discussion of student government business, but are unable to vote on official student government business.

Student Organizations

Peconic 122, (631) 548-2522

Student organizations are formed by groups of students who organize themselves around an area of interest. New clubs may be organized at any time, but each must have a faculty advisor and be formally recognized by the college via the Office of Campus Activities and Student Leadership Development and the Associate Dean of Student Affairs. Student organizations are governed by a set of approved policies and procedures

Eastern Campus Student Life

that are detailed in the Club and Organization Handbook. Current student organization information is available in the Office of Campus Activities and Student Leadership Development. A complete list of student organizations can be found on the Suffolk County Community College website.

Student Publications

The Lighthouse News

Peconic 122G

The Eastern Campus is home to the Lighthouse Newspaper, a student-run publication sharing happenings on the Eastern Campus and at the college. The newspaper actively reports on student successes, athletic and artistic events, and other activities that make SUNY Suffolk special. We are always looking for contributors to write articles, share cartoons, and take pictures, so find out how to get involved today by asking for us in the Office of Campus Activities and Student Leadership Development, Peconic 122.

Student Success Center

The Eastern Campus Enrollment and Support offices are all conveniently located in one location. On the second floor of the Peconic Building, you will find: admissions, academic advising and the academic advising and mentoring center, career services, cashier, computers, disability services, financial aid, EOP, new student placement testing, student support services, and transfer services.

Theatre

Suffolk County Community College has a comprehensive theatre program based on the Ammerman Campus. All students, regardless of campus affiliation, are eligible to audition and participate. For information, contact the Theatre Office, Islip Arts Building 121, on the Ammerman Campus, 451-4163. Information is also available in the Campus Activities and Student Leadership Development Office, Peconic Building 122.

Eastern Campus Student Life

EASTERN CAMPUS MAP



Eastern Campus

121 Speonk-Riverhead Road
Riverhead, NY 11901
(631) 548-2500
www.sunysuffolk.edu

- ① Parking Lots 1-7
- ☎ Emergency Blue Phones
- ♿ Handicap Drop-Off Zones
- ♿ Handicap Accessible Parking
- 🚻 All-Gender Restrooms
- 🚒 Public Safety Office
- 🏥 Student Health Services

BUILDINGS & FACILITIES:

CO	Corchaug Building
GH	Greenhouse
LIU	LIU Building
HW	Health and Wellness Center
MO	Montaukett Learning Resource Center
OR	Orient Building
PE	Peconic Building
PO	Plant Operations
SH	Shinnecock Building
WD	Woodlands Building

Directions: Take the Long Island Expressway (I-495) to Exit 70. Take County Road 111 four miles to Riverhead-Moriches Road (CR51). Turn left toward Riverhead and go north on 51. After 3 ½ miles, turn right onto Speonk-Riverhead Road to campus entrance on right-hand side.

Bus Routes: The Eastern Campus is served by the following Suffolk County Transit bus routes: S-66 and 8A; by transfer at Riverhead: S-58, S-62, S-90, S-92.



The [web-based campus maps](#) include the location of all gender neutral bathrooms located on campus.

Michael J. Grant Campus Student Life

Art Gallery

Sagtikos Arts and Sciences Center 150

The Sagtikos Art Gallery hosts a range of exhibitions that bring the pulse of contemporary art to the students at Suffolk County Community College. In addition to the student and faculty exhibitions, which highlight the talents of our campus community, the Sagtikos Art gallery hosts multiple exhibitions per year of innovative multimedia artists from Long Island, NYC, and beyond along with curated panels, artist talks and demonstrations, granting the student body direct access to the creative process and professional world of contemporary art.



Calendar of Events

Captree Commons 110, (631) 851-6702

The [Calendar of Events](#) is the monthly guide to what is happening on campus. It is published and distributed by the Office of Campus Activities and Student Leadership Development. Items for inclusion should be submitted to the Campus Activities Office at least two weeks before publication.

Campus Activities and Student Leadership Development

Captree Commons 110, (631) 851-6702

Being involved in activities is a valuable part of each student's total college experience. The Office of Campus Activities and Student Leadership Development provides programs, activities, and services that promote student growth and development outside of the classroom. Our focus is to offer you the opportunity to further develop your beliefs, values and creativity through experiences outside the classroom and through our department services, programs and activities.

Life outside of the classroom at Suffolk is exciting and vibrant! Do not wait to get involved and take advantage of the many opportunities to learn, develop leadership skills, and become an active citizen in our campus community.

Many of the programs and events sponsored or produced by the Office of Campus Activities and Student Leadership Development are funded from a portion of the Student Activity Fee. Visit us today to find out how you can become involved in clubs, organizations, community service, or special events. We have something for every student!

Campus Activities Board (CAB)

Captree Commons 102A, (631) 851-6703

The Campus Activities Board (CAB) is a committee of students responsible for planning social, recreational, cultural and educational programs for the Michael J. Grant Campus student body. All students are encouraged to join and participate. Student clubs/organizations are encouraged to submit requests to co-sponsor events with CAB.

Campus Food Pantry

The campus food pantry is for Suffolk County Community College students in need of this service. The food pantry is supplied by donations of non-perishable food and is available when the campus is open. Each year, a Thanksgiving Food Drive is held and baskets are created for families. If you are in need, or wish to volunteer please visit the Office of Campus Activities and Student Leadership Development in Captree Commons, room 110.

Michael J. Grant Campus Student Life

Health Club

Students can take advantage of our campus Health Club to relax, get in shape, and have fun in a clean and safe environment. The Health Club includes: 25-Meter/ 8-Lane Pool, Free Weights, Cybex Strength Assisted Lifting Systems, Cybex Cardiovascular Equipment, Locker rooms/Saunas/Showers. Check with the information desk in the SCU Arena for details and student hours.

Interfaith/Meditation Room

[Captree Commons Room 108](#)

This space is for individuals of all religious faiths and non-religious beliefs to experience a place for peace, prayer, and meditation. This is not a reservable space and is available for all individuals to use when it is open.

Lively Arts Series

[Van Nostrand Theatre, Sagtikos Arts and Science Center, \(631\) 851-6565](#)

The mission of the Lively Arts Series is to develop, enhance and expand the artistic and cultural experience of the student body, members of the campus, and surrounding community by presenting quality, professional performing arts events. These events represent performing arts “outside the mainstream of popular culture” including theatre, multicultural events, music, dance, and family programming. To make these events more fully accessible, there is no cost to Suffolk County Community College students with a valid student ID card, and a nominal cost to the college and surrounding community.

Multicultural Affairs

The Office of Multicultural Affairs is located within the Office of Campus Activities in Captree Commons 110. The Office of Multicultural Affairs works to fulfill the college's goal to foster an understanding and appreciation of diversity within the college community, and to provide opportunities for the community to understand and celebrate diversity. Through an array of cultural on-and-off campus programs, and connection with community stakeholders, Multicultural Affairs celebrates the rich variety of culture, ethnicity, language, belief, gender, ability, and sexuality. We work to ensure the inclusion of underrepresented and/or underserved populations in the entitlements, benefits, and opportunities provided to the general student population. We seek to promote the cultural, personal, social, leadership, cross-cultural critical thinking, and intellectual development of all students.

Peer Mentor Program

This popular program employs students who provide peer assistance at campus events and serve as mentors. Peer Mentors are required to assist during Orientation Week, Registration, and other events during the first month of each semester and throughout the summer. Other optional paid assignments are available during each semester. For more information, visit the Office of Campus Activities and Student Leadership Development in Captree Commons, Room 110.

Social Media

Please follow the Office of Campus Activities and Student Leadership Development @campusactivitiescccc on Instagram and Facebook. You will find posts, stories and short reels all about student engagement, experiences and upcoming activities.

Michael J. Grant Campus Student Life

Student Government Association (SGA)

[Captree Commons 103, \(631\) 851-6277](#)

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Student Organizations

[Captree Commons 110, \(631\) 851-6702](#)

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Student Publications

[Captree Commons 110, \(631\) 851-6702](#)

Cassandra

Cassandra is the Michael J. Grant Campus literary magazine. Its title derives from a figure in Greek mythology, Cassandra, who was given the gift of prophecy by the Greek god, Apollo. However, this gift also changed her, making her cynical and fearful. Some legends suggest Apollo eventually allowed the gift of compassion to enter her soul. With this second gift, Cassandra was determined to make her truths known through writings. Soon wise mortals recognized these truths as poetry.

Cassandra's goal is to publish poems, short stories, art work, and photographs, which deal with humanistic issues. It provides a forum for many different voices from different backgrounds, both female and male, full- and part-time, day and evening students. Cassandra also sponsors an annual poetry and art contest with cash prizes. Submission guidelines and deadlines are available in the Office of Campus Activities and Student Leadership Development.

The Western Student Press (WSP)

The campus student newspaper, is published throughout the academic year. Any student interested in working on the Western Student Press should see a member of the editorial board in the WSP Office, Captree Commons, Room 109. Messages may also be left in the Campus Activities and Student Leadership Development Office, Captree Commons 110 or at (631) 851-6236.

Suffolk Leadership, Excellence, and Achievement Program (LEAP)

Suffolk Leadership, Excellence, and Achievement Program (LEAP) is designed for students who wish to challenge themselves and develop leadership skills that will stand out regardless where they go in life. Pick up an application in the Office of Campus Activities.

Michael J. Grant Campus Student Life

Student Lounge

The Student Lounge is located in Captree Commons, Room 102. This is a gathering space for students to relax and socialize. Books, board games, and video games are available. Outside Captree Commons are ping pong, chess, foosball, and checkers. Equipment for the outdoor games can be checked out with student ID from the student lounge.

Theatre and Performing Arts

[Sagtikos 221A, \(631\) 851-6565 or \(631\) 451-4163](#)

The Performing Arts Program at the Grant Campus offers opportunities for students in theatre, dance and music. Students interested in participating or attending the performing showcases, should stop by the Sagtikos Arts and Science building, room 100D. The Michael J. Grant campus students are also invited to audition for company assignments (cast or crew) at the Shea Theatre on the Ammerman campus. Audition notices for all college productions are posted at all three campuses.

Volunteer Activities

The Office of Campus Activities and Student Leadership Development offers various volunteer opportunities throughout the year. Opportunities include, but are not limited to, the campus food pantry, Thanksgiving food drive, blood drives, and alternative spring break. The Rotaract Club also participates and initiates volunteer activities. For more details, visit Campus Activities and Student Leadership Development Office, Captree Commons 110.

Wellness and Recreational Programs

The Office of Campus Activities and Student Leadership Development encourages students to take pride and ownership of their well-being. The Campus Activities Board sponsors a Stress Busters Week at the end of the fall and spring semesters. The Student Health Services Office, Captree Commons 105, provides AIDS/HIV education and testing, smoking cessation programs, and free MMR vaccinations. The Athletic Department, in SCU Arena room 109, offers team sports and recreational activities.

Michael J. Grant Campus Student Life

MICHAEL J. GRANT CAMPUS MAP



The [web-based campus maps](#) include the location of all gender neutral bathrooms located on campus.

Downtown Center

Downtown Riverhead Culinary Arts and Hospitality Center

20 East Main Street, Riverhead, NY 11901 (631) 548-3700

Directions:

From the Long Island Expressway (I-495):

Take the LIE east to Exit 71 (Route 24). Make a right onto Route 94/24 and continue east for approximately 3 ½ miles. At the traffic circle, travel ¾ of the way around and make a right onto Peconic Avenue. Travel to Main Street and make a right. At the light, make an immediate left onto Roanoke Avenue. Proceed a ½ block and make 1st right (at gazebo) into the municipal parking lot. Enter building through rear entrance.

From Sunrise Highway (Route 27 East):

Take Sunrise Highway east to Exit 61. Follow Riverhead signs to Route 51 north. Go 8 miles and make a right onto Route 24. At the traffic circle, travel three-quarters of the way around and make a right onto Peconic Ave. Travel to Main Street and make a right at the light. Make an immediate left onto Roanoke Ave. Proceed ½ block and make 1st right (at Gazebo) into municipal parking lot. Enter building from the rear entrance.

From Sunrise Highway (Route 27 West):

Take Sunrise Highway west to Exit 65N. Merge onto NY 24N. At the traffic circle, travel ¾ of the way around and make a right onto Peconic Avenue. Travel to Main Street and make a right. At the light make an immediate left onto Roanoke Ave. Proceed ½ a block and make 1st right (at gazebo) into municipal parking lot. Enter building from the rear entrance.

From Route 25:

Take Route 25 into Riverhead Village. At the corner of Roanoke and Main make a left. Proceed ½ block and make 1st right (at gazebo) into municipal parking lot. Enter building from the rear entrance.

From the Long Island Railroad:

The Culinary Arts and Hospitality Center is a short walk up Griffing Ave. from the Riverhead Long Island Railroad Station. Call (631) 231-LIRR for schedules and rates.

