

SED Intake

New Program Form: Intake Section

SED Institution ID

261000

Institution Name (Campus)

SUNY College of Technology at Canton

Program Title

Applied Professional Studies

HEGIS Code

050100 -- Business and Commerce, General

Award

B.S. - Bachelor of Science

Total Credits for Award

120

Supplemental Materials provided with the application

Is External Review required? NO

Is Master Plan Amendment required? NO

Is Regents Authorization required (for SUNY, CUNY, and Proprietary institutions)? NO

All Program Formats

(standard, distance education, evening, weekend and/or other)

Schedule

Day

Mode

Standard
Distance Education

Other

Upper-Division

Lead Contact

Name

Kenneth Rhee

Title

Dean, School of Business & Liberal Arts

Email Address

rheek@canton.edu

Telephone Number

315-386-7428

Instructions and Introduction

SUNY New Program Proposal

This form should be used to seek SUNY’s approval and New York State Education Department’s (SED) registration of a proposed new academic program.

Guidance on academic program planning is available on the [SUNY Academic Programs](#) webpage.

Guidance on navigating and using Kualu is available on the [SUNY Academic Programs](#) webpage.

WARNING: DO NOT use this form for a multi-institution and/or multi-award program proposal. For information on the necessary form(s) see the [SUNY Academic Programs](#) webpage.

Program Data

General Information

Campus

SUNY College of Technology at Canton

Institution Id

31

Campus Location *

Campus where the program will be offered in its entirety. If this program will be offered, in its entirety, at more than one campus location multiple program proposals are required (see duplicate and edit)....

SUNY College of Technology at Canton

Campus Approver *

Peggy De Cooke

Campus Approver Email

decookep@canton.edu

SED Institution ID

261000

Address

34 Cornell Drive, Canton, NY 13617

Did System Administration approve a PA/LI for this program prior to Kualu implementation? *

Note, if you are proposing a new Certificate or Advanced Certificate, answer N.

Enter only Y or N.

N

Proposal Information

SUNY APES new Program ID

DATA NOT AVAILABLE

Program Title *

Applied Professional Studies

Date of Proposal

October 6, 2025

HEGIS Area *

Business

Award * ?

B.S. - Bachelor of Science

Award Level

Undergraduate

Award Type

Baccalaureate

HEGIS Code *

HEGIS is 6 digits, but the drop-down menu does not display the decimal point. HEGIS codes can be found at the [NYSSED HEGIS](#) webpage.

050100 -- Business and Commerce, General

CIP 2020 Code *

CIP is 6 digits, but the drop-down menu does not display the decimal point. Avoid using CIP codes that end in 00 and 99. CIP codes can be found at the [NCES CIP 2020](#) webpage.

520101 - Business/Commerce, General

External Agency *

Answer either OP or OCUE. This answer is *case sensitive*.

Total Number of Required Credits *

? 120

Full-Time or Part-Time * ?

Full-Time

Will the ENTIRE PROGRAM be offered at more than one location of the campus (e.g., at both the main campus and a branch campus)? *

No

Will any program COURSES be offered at off-campus locations (e.g., extension center, extension site)? *

No

Certification or Licensure

Is this an Education Preparation Program (EPP) proposal (i.e., does this program lead to a college recommendation for the issuance of a P-12 certificate)? Y/N *

Enter only Y or N.

N

Is this program professional licensure-qualifying? (e.g., accounting, engineering, nursing) *

For a full list of professional licensure titles go to the [SUNY Academic Programs](#) webpage

No

Accreditation

Will the program be accredited? *

No

Program Format

Check all that apply:

Schedule: ?

Day

Mode: ?

Distance Education
Standard

Other: ?

Upper-Division

Campus Contacts

Lead Contact Name *

Kenneth Rhee

Contact Title *

Dean, School of Business & Liberal
Arts

Contact Email *

rheek@canton.edu

Contact Phone *

315-386-7428

Provost/CAO Name and Full Title * ?

Peggy De Cooke, Provost and Vice President for Academic Affairs

Provost/CAO Email *

decookep@canton.edu

President's Full Name * ?

Zvi Szafran

President's Email *

president@canton.edu

Reviewer ?

Reviewer *

Susan Hall

Reviewer Email

susan.hall@suny.edu

Chief Executive or Chief Academic Officer Attestation and Assurances

This section is not required to be filled out until the full proposal stage. More information on this requirement, including the template, can be found on the [SUNY Academic Programs webpage](#).

Program Content

Program Summary

Program Description *

Provide the description of the program as it will appear in the institution's catalog.

The Bachelor of Science in Applied Professional Studies at SUNY Canton offers a flexible pathway to degree completion for adult learners, working professionals, and those with prior college experience. Delivered fully online, the program accommodates diverse schedules and responsibilities, making it ideal for working adults and those with family commitments. Students customize an interdisciplinary curriculum to match their personal and career goals, gaining enhanced earning potential and professional advancement. The program values prior learning and life experience, providing an inclusive and supportive environment that reflects SUNY Canton's strengths in online education and commitment to serving non-traditional students.

Curriculum

Tracks

Multiple Tracks *

Will the program have multiple tracks?

No

Undergraduate Transfer

Does a SUNY Transfer Path exist that applies to this program? *

No

For a **proposed baccalaureate program**, document articulation with at least two parallel SUNY associate degree programs for seamless transfer by listing the transfer institutions and programs below and **uploading** two completed *SUNY Transfer Course Equivalency Tables*, one for each institution.

Official SED program titles and codes can be found on NYSED's [Inventory of Registered Programs](#).

Transfer Articulation

Institution Name *	Program Title *	Degree *	Program SED Code *	SUNY Transfer Course Equivalency Tables * ?
Jefferson Community College	Applied Business Studies	AOS	40572	2F_JCCTransfer-Course-Equivalency-Table-2014-11-17.pdf (30 3.4 kB)
Onondaga Community College	Business Administration	AS	01454	2F_OCCTransfer-Course-Equivalency-Table-2014-11-17.pdf (31 4.1 kB)

Curriculum Tables

Provide a list of all courses required for the program, including restricted electives. Do not include general education course requirements or non-restricted electives.

Curriculum Table

Course Number and Title * ?	New Course * ?	Syllabus * ?
FYEP 101	No	<input type="text"/>
ENGL 101	No	<input type="text"/>
Humanities or Literature (GER 6)	No	<input type="text"/>
The Arts or World Languages (GER 8 or 11)	No	<input type="text"/>

Course Number and Title * ?	New Course * ?	Syllabus * ?
Social Sciences (GER 7)	No	
Diversity: Equity, Inclusion, & Social Justice (GER 3)	No	
US History and Civic Engagement or World History and Global Awareness (GER 9 or 10)	No	
Mathematics & Quantitative Reasoning (GER 4)	No	
Natural Sciences & Scientific Reasoning (GER 5)	No	
Liberal Arts Electives - 24 CREDITS	No	
General Electives - 27 CREDITS	No	
Upper Division Electives in Business & Liberal Arts (ACCT, BSAD, DCST, ECHD, ECON, ENGL, HIST, HSMB, LEST, PSYC, SOCI, FSMA) - 45	No	

Additional Curriculum Information

If necessary, provide additional information about the curricular structure.

In short, the program is a bachelor of science “completer” degree which aims to target the population of people referred to as “Some College, No Credential” (SCNC). The hope is that we can provide this demographic with a simpler pathway to completing their education. As such, the curriculum is made up entirely of all general education course requirements and non-restricted electives.

Expected Enrollment

Complete the table below for total enrollment for each year, including **both** a Full-time **and** Part-time row, even if the expected enrollment is zero.

Full-time or Part-time Students *	Year 1 * ?	Year 2 *	Year 3 *	Year 4 *	Year 5 *
Full-time Students	15	20	25	30	35
Part-time Students	12	17	20	25	30
	27	37	45	55	65

Financial Resources and Instructional Facilities

a) Describe the instructional facilities (including laboratories) and equipment committed to ensure the success of the program. If applicable, please explain what courses will be offered at the labs and the staffing for the lab(s). *

No new instructional facilities or equipment will be needed.

b) Complete the new resources table.

List **new** resources that will be engaged specifically as a result of the new program (e.g., a new faculty position or additional library resources). New resources for a given year should be carried over to the following year(s), with adjustments for inflation, if they represent a continuing cost.

Expenditure Category * ?	Other: Specified *	Before Start *	Year 1 * ?	Year 2 *	Year 3 *	Year 4 *	Year 5 *
Other	No new resources needed	0	0	0	0	0	0
		0	0	0	0	0	0

If applicable, please elaborate on the plan for new or renovating the labs, including the timeline.

c) Complete revenue table.

Year * ?	Enrollment (FTE) *	Tuition Rate (\$) * ?	Tuition Subtotal (\$) *	Other (\$) * ?	Other: Specified	Total (\$) *
Year 0	5	7070	35350	0	0	35350
Year 1	15	7070	106050	0	0	106050
Year 2	20	7070	141400	0	0	141400
Year 3	25	7070	176750	0	0	176750
Year 4	30	7070	212100	0	0	212100
	130		919100	0		919100

d) If applicable, please explain any significant gaps between revenues and expenditures.

Year 5	35	7070	247450	0	0	247450
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Application for Distance Education

This section is not required to be filled out until the full proposal stage. More information on this requirement, can be found on the [SUNY Academic Programs webpage](#).

Confirmation to Submit

IT OUO

OUO SSO Lookup

SSO SUNY Institution ID ?

31

Workflow Integration Returns

WF#1 Return: Program ID

Mutation Program ID

DATA NOT AVAILABLE

WF#4a Return: Program Action ID

WF#4b Return: Associated Decision ID

WF#4f Return: Expiration Date

DATA NOT AVAILABLE

DATA NOT AVAILABLE

DATA NOT AVAILABLE

WF#7a Return: Program Action ID

DATA NOT AVAILABLE

WF#6a: Campus Return ID (SUNY) PA/LI

WF#8a: Campus Return ID (SUNY) New Program

WF#12a Return: SED Return ID (SED)

DATA NOT AVAILABLE

DATA NOT AVAILABLE

DATA NOT AVAILABLE

Form Integration Returns

MPA/DA Responses: Need

Based on the codes below and a comparison to the "approved" lists, the following integrations determine whether an MPA or DA is required.

Award ID

49

Award Level Code

01

Award Type Code

0130

HEGIS Area ID

3

MPA-SS

N

MPA

N

DA

N

Office Use Only

OUO - PA/LI

PA/LI Waiver Approved *

This would be changed to Yes to open up the full program proposal form.

Were there any "Intent to Object" emails received within the 10-day waiting period?

Intent to Object Emails

Include each campus with the date of the email, in this formation "Campus (date); Campus (date);" etc.

Were there any "Objections" emails received within the 30-day waiting period?

Objection Emails

Include each campus with the date of the email, in this formation "Campus (date); Campus (date);" etc.

RETURN to Campus (SUNY or SED)

Return to Campus (SUNY) - PA/LI

Once Yes is selected **NEVER** change this to No.

Return to Campus (SUNY) - New Program

Once Yes is selected ***NEVER*** change this to No.

Return to Campus (SED)

Once Yes is selected ***NEVER*** change this to No.



Transfer Course Equivalency Table

Form 2F

Version-2014-11-17

The State University views as one of its highest priorities the [facilitation of transfer](#).

- For a **proposed Associate in Arts (A.A.) or an Associate in Science (A.S.) degree**, demonstrate that the program's graduates will be able to transfer into at least two parallel SUNY baccalaureate programs and complete them within two additional years of full-time study, per [SUNY policy](#), by listing the transfer institutions below and **appending** at the end of this document:
 - two completed [SUNY Transfer Course Equivalency Tables](#), one for each transfer institution; and
 - a letter from the Chief Academic Officer of each transfer institution asserting acceptance of the completed Transfer Course Equivalency Table.

Program proposals must include two articulation agreements with parallel programs. Every effort should be made to obtain two SUNY articulation agreements for this requirement. In the event that such articulations are not possible, campuses are encouraged to work with their campus reviewer to find appropriate alternatives.

- For a **proposed baccalaureate program**, document that a SUNY transfer student with associate's degree in a parallel program will be able complete the proposed program within two additional years of full-time study, per [SUNY policy](#), by **appending** documentation to the program proposal. Documentation may consist of completed *SUNY Transfer Course Equivalency Tables* and/or a letter from the Chief Academic Officer of each associate degree institution confirming seamless articulation for its graduates of parallel programs. **If transfer does not apply to this program, please explain why in the Program Proposal form.**

KEY

for the Transfer Course Equivalency Table

Each associate degree course should appear on the same row as the baccalaureate program course with which it is deemed to be equivalent.

Course # — Indicate the departmental identifier and course number (e.g. PHI 101).

Course Title — Indicate the title of the course (e.g., Introduction to Philosophy).

SUNY GER – Check (X) if the course will count toward the SUNY General Education Requirement.

SUNY Transfer Path – Check (X) if the course will count as a SUNY Transfer Path course.

Credits and Equivalency — Indicate the number of credit hours granted for completing that course as well as the number accepted by the baccalaureate institution. For the baccalaureate institution, also enter **None** if the credits will not count toward graduation.

Total Credits	63
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Total Credits Transferred	64
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Remaining Credits Needed for Graduation after Transfer	56
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Transfer Course Equivalency Table

Form 2F

Version-2014-11-17

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SUNY GER – Check (X) if the course will count toward the SUNY General Education Requirement.

SUNY Transfer Path – Check (X) if the course will count as a SUNY Transfer Path course.

Credits and Equivalency — Indicate the number of credit hours granted for completing that course as well as the number accepted by the baccalaureate institution. For the baccalaureate institution, also enter **None** if the credits will not count toward graduation.

SUNY TRANSFER COURSE EQUIVALENCY TABLE

Onondaga Community College 01454 Business Administration A.S.					SUNY Canton Applied Professional Studies B.S.				
Course #	Course Title	SUNY GER	Major or SUNY Transfer Path	Credits Granted	Course #	Equivalent Course Title	SUNY GER	Major or SUNY Transfer Path	Credits Accepted
BUS 105	Financial Accounting			3	ACCT 101	Foundations of Financial Accounting			4
BUS 101	Introduction to Business			3	BSAD 100	INTRODUCTION TO BUSINESS			3
COM 210	Public Speaking			3	SPCH 104	Introduction to Public Speaking			3
MAT 143	Pre-Calculus With Trigonometry			4	MATH 123	PRE-CALCULUS			3
BUS 243	Business Law I			3	BSAD 201	BUSINESS LAW I			3
BUS 106	Managerial Accounting			3	ACCT 102	FOUNDATIONS OF MANAGERIAL ACCOUNTING			3
BUS 231	Human Resource Management			3	BSAD 310	HUMAN RESOURCE MANAGEMENT			3
BUS 230	Principles of Management			3	BSAD 301	PRINCIPLES OF MANAGEMENT			3
BUS 121	Marketing			3	BSAD 203	MARKETING			3
ECO 203	Principles of Macroeconomics			3	ECON 101	PRINCIPLES OF MACROECONOMICS			3
ECO 204	Principles of Microeconomics			3	ECON 103	PRINCIPLES OF MICROECONOMICS			3
ENG 103	Critical Writing	X		3	ENGL 101	Composition and the Spoken Word	X		3
BUS 219	Business Statistics	X		3	MATH 141	Statistics	X		3
	Gen Ed Natural Science ¹ Elective	X		3		Gen Ed Natural Science Elective	X		3
ENG 104	Critical Writing & Literature II			3	ENGL 109	Approaches to Literature			3
MAT 116	Decision Making with Calculus			3	MATH 150	BUSINESS CALCULUS			4
HIS 101	World History I	X		3	HIST 106	WORLD HISTORY TO 1500	X		3
HIS 103	Western Civilization in a Global Persp I	X		3	HIST	HISTORY OF EUROPE SINCE 1815	X		3

Applied Professional Studies Curriculum Check Sheet

Spring 2025

HUMANITIES	Credits	Term	Grade	LIBERAL ARTS/ GENERAL ELECTIVES (24 credits must be LA)	Credits	Term	Grade
ENGL 101 Composition and the Spoken Word [*GER 1-2]				First Year Experience**		1	
Humanities or Literature [GER 6]							
The Arts [GER 8] or World Languages [GER 11]							
SOCIAL SCIENCES	Credits	Term	Grade				
Social Sciences [*GER 7]							
Diversity: Equity, Inclusion, & Social Justice [*GER 3]							
US History and Civic Engagement [GER 9] or World History and Global Awareness [GER 10]							
MATH / SCIENCE	Credits	Term	Grade				
Mathematics & Quantitative Reasoning [*GER 4]							
***Natural Sciences & Scientific Reasoning [**GER 5]							
				Total Credits:			

Writing Intensive Requirement Fulfilled by: _____

Graduation Requirement: Minimum 120 Credit Hours and 2.0 GPA

Student: _____ **ID: 80** _____

Total Credits: _____ **GPA:** _____

Certified for Graduation: _____

Advisor Signature

Date

- Must meet 7 of 10 General Education [GER] course
- Required *GER 1-2, 3, 4, 5 plus GER: 6 or 7 and 8 or 9 and 10 or 11
- Must successfully pass FYEP 101
- Transfer students: Option to waive **FYEP 101 and transfer a 3 or 4 credit ***Lab Science or Science [GER 2]
- Minimum, 60 semester hours in Liberal Arts and Science
- Minimum, 45 semester hours in Upper-Division
- No credit for courses below entrance level requirements [ENGL 097, MATH 100]

[over]

APPLIED PROFESSIONAL STUDIES

Bachelor in Science: B.S.

The B.S. Degree requires minimum of 60 semester hours in Liberal Arts

Transfers: at least 30 credits must be completed by courses offered through SUNY Canton.

Discipline	Total Credits Needed
Humanities	9
Social Sciences	9
Science / Math	*6-7
Liberal Arts Electives	24
General Electives	27
Upper-Division Electives	45
First Year Experience	**0-1
<i>Total</i>	<i>121</i>

Advisor Note:

- *Transfer students: May transfer a 3 or 4 credit Lab Science or Science [GER 2]
- **FYEP 101 *may* be waived for Transfer students dependent on transfer credits [24 cr. min.]
- In order to graduate with a SUNY Canton degree, at least 30 credits must be completed by courses offered through SUNY Canton.

HUMANITIES	SOCIAL SCIENCES	SCIENCE/MATHEMATICS
Arts	Anthropology	Astronomy
English	Early Childhood	Biology
Foreign Language / Language	Economics	Chemistry
Music	Education	Computer Language
Philosophy	History	Earth Science
Speech	Human Services	Environmental Science
Studio Art	Political Science	Geology
Drama*	Psychology	Physical Science
Religion*	Social Sciences	Physics
Humanities	Sociology	Mathematics
GMMD	Gender / Women Studies	
Technological Communications	Geography	

*Only available through the Associated Colleges of the St. Lawrence Valley (Clarkson University, Potsdam State, St. Lawrence University)
 Cross-registration in all areas permissible in counsel with advisor.