C & I Advisement Center General Office Hours
213F Hewitt Union, 315-312-5641
www.oswego.edu/ciadvice
facebook.com/ciadvice
@OswegoCIAdvise

Monday 8:30 am - 4:30 pm
Tuesday 8:30 am - 4:15 pm
Wednesday 8:30 am - 4:30 pm
Thursday 8:30 am - 6:00 pm
Friday 9:00 am - 3:00 pm

This office is closed when classes are not in session.

Advisement Coordinator: Sandra Kyle
Assistant Coordinator: Beth Smith

Graduate Assistant Advisors:
Mark Falcone: Literacy Education 5-12 MS
Kate Halstead: Literacy Education B-6 MS
Alison Mondo: Accounting MBA
Marissa Waite: Mental Health Counseling MS

Call the office, stop by, or use youcanbook.me to schedule an 
advisement meeting:
sandrakyle.youcanbook.me
bethsmith.youcanbook.me

Graduate Assistants: ciadvice.youcanbook.me

C & I Registration
Advisement Appointments
The C&I Advisement Office staff have their appointment 
times listed online, available through youcanbook.me. Stop 
by or go online to sign up for an appointment. Be sure to 
sign up early! Fall 2017 course registration for current 
students begins April 3; eligibility dates are determined by 
the number of credit hours earned, and can be found on your 
myOswego in “Check Your Registration Status” under the 
“Registration” tab. Fall courses and Registration Status 
are viewable on March 20.

Alternate Advisement PINs are required for 
Spring Registration for:
• New Freshmen
• New Transfer Students (with over 71 credits earned)
• Juniors (with 57-71 credits earned)

Find out if you need a PIN to register in myOswego in 
“Check Your Registration Status” under the “Registration” 
tag, viewable beginning March 20. Students get the 
advisement PIN from their assigned advisor during an 
advisement appointment in order to register for the following 
semester’s courses. Make your appointment soon!

March 2017

Important Dates for March 2017
Feb. 11-March 31: Course Withdrawal Period
(WP, WF, WN) in Effect
Feb. 13: Summer Courses viewable on myOswego
March 3: Final Date for FACULTY to Remove 
Incompletes and Other Grade Changes
March 6-10: Final Exams: Q-3 Courses
March 11 at 8:00am: All Non-Break Res. Halls Close
March 13-17: Spring Recess
March 17: End of Q-3 Student Teaching
March 19 at Noon: All Residence Halls Reopen
March 20: Q-4 Student Teaching Begins; Q4 Courses Begin
March 20: Classes Resume after Spring Recess
March 20: Summer 2017 Course Registration Begins
March 20: Fall 2017 courses viewable on myOswego
March 23: Final Date to Add a Q-4 Class
March 23: Final Date to Select P/F Option: Q-4 Course
March 24: Midterm Grades Posted
April 3: Fall 2017 Course Registration begins
April 3-May 5: Documented Late Course Withdrawal
Period (WP, WF, WN) in Effect

New “Plans” Feature on Degree Works:
• Create/update a Degree Works Plan with advisor.
• View your semester-by-semester academic plan
• Quickly search for the course sections you want 
and make a registration plan for Fall 2017
• Register for Fall 2017 directly from your plan with 
one click!

Watch the “Plans” instructional video on the registrar’s 
webpage: www.oswego.edu/registrar/degree-works

Stay Connected, Stay Informed
Searching for information about what future employers are 
looking for, teacher employment websites, substitute teaching 
opportunities, open teaching positions, and tips and tricks to get 
yourself noticed?
“Like” the SUNY Oswego Curriculum and Instruction Jobs 
Board on Facebook. This resource is useful for all interested in 
education careers in the education field. Go check it out now!

https://www.facebook.com/SUNY-Oswego-Curriculum-and-
Instruction-Jobs-Board-1232460353536166/
Graduating August or December 2017?
Complete a Senior Checklist Today!
Seniors need to file for graduation in “myOswego”
1. Log in to “myOswego”
2. Click on the “Student Records” tab
3. Click on “Apply for Graduation” and complete the required information
4. In your Degree Works audit, view the new “Senior Check form” requirement now listed for each major/minor.
5. Click on the link and print the form.
6. *Meet with your major/minor advisor(s) to review and sign your checklist form you printed.

*Dr. Russo and Dr. O’Toule meet with their advisees to complete senior checklists. All other C&I students will meet with Sandra Kyle or Beth Smith by appointment at the Curriculum and Instruction Advisement Center.

Graduation Deadlines for UNDERGRADUATE Students:
August 2017 Graduation:
Dates to apply online: April 1, 2016 to Feb 2, 2017
Deadline to return Senior Check Forms: April 1, 2017
December 2017 Graduation:
Dates to apply online: Jan. 1, 2017 to April 1, 2017
Deadline to return Senior Check Forms: May 1, 2017

Note: Students must file by the deadline dates for their names to be printed in the commencement program. Be sure to declare all majors and minors prior to applying for graduation and confirm that they are listed on page one of your online application in myOswego.

All students must sign their senior checklist to be eligible to graduate.
August graduates participate in the May graduation ceremony; no special permission needed.

Need Help Creating a Top-Notch Resume?
Career Services is a resource on campus that can help you develop a quality resume. Stop by the Career Services office in the COMPASS, located in the Marano Campus Center, to view examples, pick up a template or have your resume critiqued by an expert. Check out their website for helpful tips and workshop dates at:
www.oswego.edu/career-services

Teacher Certification Workshops
Safe Schools, Healthy Students 1020 (SSHS 1020) is an online workshop administered through the Division of Extended Learning, located at 151 Campus Center. SSHS 1020 fulfills the New York State workshop requirements for those completing a teacher preparation program through a college. Register online through myOswego.

Spring 2017 Sessions
Spring I: Jan. 30 – March 4, 2017
Spring II: March 20 – April 22, 2017

Summer 2017 Session
Summer: May 22 – June 23, 2017

Dignity for All Students Act (DASA 1020) is a six-hour workshop administered through the Division of Extended Learning. DASA 1020 fulfills the New York State workshop requirements for those completing a teacher preparation program through a college. Register online through myOswego.

NYSTCE Information
Exams for Teacher Certification
Students should complete following teacher certification exams for New York State teacher certification:
- Academic Literacy Skills Test (ALST)
- Content Specialty Test (CST)
- Educating All Students Test (EAS)
- Teacher Performance Assessment (edTPA)

*If you have completed ALL certification requirements, and do not pass the edTPA or ALST before June 30, 2017, NYSTCE “safety nets” may apply. More detailed information at: www.highered.nysed.gov/cert/certificate/certexamsedtpa

Blessings in a Backpack
Blessings in a Backpack is a non-profit organization that feeds school kids in the U.S. at risk of going hungry on weekends.

The 4th Annual Blessings in a Backpack Blast Hunger event is March 11, 2017 from 10:00 am - 4:00 pm at the Elks Lodge, 132 West 5th St. Oswego, NY. The fundraiser helps feed 380 local kids from Oswego and Fulton.
For presale food tickets call: 315-297-7802.
Make a donation today, every little bit helps!
Acceptable non-perishable food items include:
- Spaghetti Rings
- Boxes of Pop Tarts
- Boxes of Macaroni and Cheese