

How long does it take to get my Master's degree with SUNY?

As long as it takes you to complete 30 graduate hours. If you already have completed coursework at other universities or earned academic graduate credits elsewhere, it will be less time. You can transfer in up to 15 credit hours (that's half of the degree) which speeds up the process.

If you are taking all ten courses that you need to complete the degree, you can complete the degree in as little time as 18 months. Most students take between two and three years. You will help determine the schedule that works best for you.

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■ Must I enroll in the Master's degree program in order to take SUNY courses?

You must be admitted to the college and complete an application for admission, but you do not have to complete a degree. You need to decide whether you want to complete all of the coursework for the entire degree before you complete 12 graduate hours (4 courses). Otherwise, you can complete as many or as few courses as you wish for your personal or professional development.

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■ Can I just take one or two courses or do I have to take all of them?

Again, you can take as few or as many courses as you wish. If you want to complete only one or two for your professional development that's fine.

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■ How can I sign up for just a single course?

Just complete the application for admission procedures below and complete course registration forms for each course you want to complete. The course registration forms and applications for admission are available at

<http://www.buffalostate.edu/ilsc/forms.xml>

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■ Are there any online courses offered by SUNY?

Yes, but not necessarily every semester and not all of the courses. Most courses will be

offered in Bangkok.

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■ Who teaches the SUNY courses?

The instructors are full time State University of New York professors or adjunct professors. Professors who are familiar with the unique needs of overseas educators teach our courses. Some of our instructors are educators currently working overseas who have the credentials to become Buffalo State adjunct faculty. In that way, we have been able to utilize the talent within your own community as well as other experts who may be consulting or providing professional development in your area.

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■ Is the only Master's area of specialization TESOL, or how about Int'l Ed. Leadership?

Our Master's degree is in Multidisciplinary Studies which allows to you takes courses from at least 4 different departments of the college. The majority of the courses offered are from the Education, Educational Foundations, Creative Studies and Educational Leadership and Educational Computing departments.

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■ Must I enroll in all the courses in Bangkok, or can I complete my SUNY Master's elsewhere?

You may complete all of your courses in Bangkok or at 27 other school campuses around the world if there is room in the course being offered. Also courses may be completed through the Principals' Training Center and Teachers' Training Center in the summers in Miami and London. (see www.theptc.org)

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■ Can I transfer credit into Buffalo State SUNY's program from another university or program?

Yes, potentially as many as of 15 graduate-level credit hours of transfer work may be applied to the Multidisciplinary Degree program.

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■ Is Buffalo State, SUNY a good university?

Buffalo State, SUNY is the largest college in the State University of New York (SUNY) system and is the largest, most diverse multi-campus university in the United States. The college is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools and by the Board of Regents, State University of New York. The National Council for Accreditation of Teacher Education (NCATE) accredits the professional education programs. NCATE sets the standards of excellence in teaching and NCATE accreditation indicates that the university underwent rigorous external review by professionals.

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■ What is the enrollment procedure for the Master's program?

Buffalo State maintains a student-managed admissions process that requires an applicant to submit a complete application packet with all required components by the appropriate deadline. Thus, applicants are assured the admissions committee has all the necessary information to evaluate their qualifications. Anyone with an incomplete application will be notified by e-mail, resulting in a delay in processing. Applicants are cautioned that a significant amount of time is required by the Graduate Studies Office to process an application and make an admission recommendation. There is, therefore, a point each semester beyond which no applications can be accepted. It is the applicant's responsibility to review individual admission requirements and to meet the application deadline.

The fall semester deadline after the fall semester has been completed to allow new faculty adequate time to obtain necessary admission documents. Students may participate in the fall semester courses while waiting for an admission decision with the understanding that credit for those courses can be applied towards the degree if and only if the student is accepted in to the degree program.

Semester	Deadline
FALL (August 1 - December 10)	January 7 (after the fall semester)
SPRING (January 2- May 10)	April 15 (mid spring semester)
SUMMER (May 15 - July 31)	July 15 (mid summer semester)

All of the forms that you will need to complete are available from the International Learning Styles Center and/or the designated contact person from the host school.

A completed APPLICATION PACKET includes:

1. Completed **Graduate Admission Application**. Some of the fields have already been completed on the application for you.

2. Completed Application Fee Payment Form and a \$50 U.S. nonrefundable application fee. Acceptable methods of payment: Money order, personal, certified or traveler's check made payable to Research Foundation of SUNY.
3. Sealed official transcripts from **all** colleges and universities attended (including transfer schools). Each institution must send the transcript directly to the student. Students submit unopened transcript envelopes with other application materials. Buffalo State graduates are not required to submit transcripts, as the Graduate Studies and Research Office will obtain them.
4. Applicants who completed their undergraduate degrees from post-secondary schools where English was NOT the first language must submit a certified English translation of all official transcripts **along with** their official transcripts from that institution.
5. **Students Who Have Completed a Bachelor's Degree Outside the U.S.** A degree evaluation is required for all students who have completed a bachelor's degree outside the United States. Applicants must submit photocopies of post-secondary diploma(s) to one of the following organizations for a document-by-document evaluation to determine equivalency to a U.S. bachelor's degree:

Joseph Silny and Associates	World Education Services, Inc.
International Education Consultants	P.O. Box 745
P.O. Box 248233	Old Chelsea Station
Coral Gables, FL 33124	New York, New York 10113-0745
Ph 305-666-0233 Fax 305-666-4133	Ph 212-966-6311 Fax 212-966-6395
Website: www.jsilny.com	Website: www.wes.org

6. Applicants should contact the organization or visit its Web site to request or download an application. Completed applications should be returned to the organization with the required fees and credentials. The evaluation can take up to four weeks to complete after they have received all of your documents. The evaluation report should be mailed to:
International Learning Styles Center, 430C South Wing
Buffalo State, State University of New York
1300 Elmwood Avenue
Buffalo, NY 14222 USA
 Canadian applicants holding undergraduate degrees from a Canadian college or university should submit their official transcripts to our office. If those transcripts follow a system similar to that of the United States, they will be evaluated locally. If they are not similar, students will be required to comply with the above international student credential policy.
7. No applicant is required to take the Graduate Record Examination (GRE).

IMPORTANT! Applications for Graduate Admission will not be processed until a complete **APPLICATION PACKET** is received by the International Learning Styles Center. Coursework **is not** applicable to a degree program until the student is admitted.

Applicants must assume full responsibility for knowledge of all of the deadlines and requirements for admission as detailed in this document. **All** required documents must be submitted by the appropriate deadline to:

International Learning Styles Center, 430C South Wing
Buffalo State, State University of New York
1300 Elmwood Avenue
Buffalo, NY 14222 USA

Managing Director
The TEFL Institute
United Educational Consultants Co., Ltd.
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