

Subject: Grad Connect – News from Utica College
From: Office of Graduate Studies <ogs@utica.edu>
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Issue 1

Dear Graduate Student,

Welcome to **your** news! Grad Connect is your connection to all that's happening with graduate students at Utica College. If there is something that you would like to see featured, please let us know!

Your Graduate Student Association

Founded in 2010, the Graduate Student Association (GSA) was formed to be a liaison between graduate students, faculty, and the college administration in recognition of the many changes occurring since graduate programs were introduced at Utica College in 1999. Graduate students have specific needs that are different from undergraduate students, and those needs are becoming more apparent with the growing population. The purpose of the GSA is to advocate for the needs of both online and campus-based graduate students, encourage participation in campus life and governance, and collaborate with offices and student organizations in efforts to meet the needs of graduate students.



Being involved in the GSA has many benefits. Student engagement research states that involvement fosters better grades, satisfaction with college experiences, success in academic programs, and marketability to employers. Student involvement also helps to create an inclusive campus that values graduate students at a

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Graduate Catalog Updated

The updated Graduate Catalog for 2011/2012 is now online and can be viewed at utica.edu/catalogs web page. Please note that

school that previously focused only on undergraduate education.

The GSA leaves your level of participation up to you. As graduate students who may also be working, you may not have a lot of spare time. If you are looking to enhance or contribute your leadership skills, however, there are important roles you can take. The GSA is currently accepting applications for President, Vice President, Secretary, Treasurer, and Committee Representatives. If you are looking for less time commitment, the GSA has a [Facebook](#) page where you can participate in a conversation, leave feedback, ask questions, or propose new ideas for Utica College. The GSA also has an [ANGEL](#) community page where you can participate in polls, see upcoming events, and see updates on new policies and procedures that pertain to graduate students.

The GSA is here for you! For more information, visit the [GSA website](#) or e-mail us at gsa@utica.edu. If you are interested in applying for a leadership position, please submit a brief statement of interest. We want your feedback; we want to hear your concerns; we want to celebrate your success; and we want to help you get through your graduate program alive, proud, and able to take that next step. Let your voice be heard!

Sincerely,
Erin Daly
GSA Vice President

Resource Spotlight: The Office of Career Services

Utica College's Office of Career Services offers a full range of services designed to help students explore how their interests, skills, and values relate to possible career paths; understand the importance of proper planning and preparation in goal setting; and assist in the successful transition from academic to professional life.

Even though many of our graduate students are employed, some are looking to transition into new careers. To support students' career goals, a series of online job and internship databases are available for use 24 hours a day. Further, students have the ability to meet with employers during fairs and other events. For a listing of upcoming events, view the online calendar.

While nearly all services offered by Career Services are free to

previous catalogs are also available at this site. All students are held to the educational requirements of the academic year of matriculation (please note that readmission to the college does change the matriculation date).

Deadlines

Please note the upcoming academic deadlines:

January 25 - Last day to add or drop full-term (16 week) classes

January 25 - Last day to apply for a [Leave of Absence](#)

February 6 - Last day to withdraw from online (8 week) D-2 classes

Get Involved!



Please visit the GSA Community page in [ANGEL](#) to respond to the monthly poll questions.

students, of special interest is the ability for students to obtain 20 complimentary business cards, receive 10 free sheets of résumé paper, and have access to printing and faxing without charge.

One of the many services they offer is career counseling, during which individualized assistance is provided to help with career exploration, the development of professional correspondence (résumés, cover letters, and thank you letters), and interviewing. For online help with professional correspondence and interviewing, check out their guides and other interactive tools. Utica College students also have access to the Credential Filing service. This service allows students to store and disseminate application materials as needed. It is specifically designed for students needing to provide letters of recommendation, transcripts, and certifications as required components of the job application process. For convenience, this filing service is accessible online.

To take advantage of these services, contact the Office of Career Services at (315) 792-3087, via e-mail careerservices@utica.edu, online at utica.edu/careerservices, or on campus in 206 Strebel Student Center. Their office hours are Monday through Friday from 8:30 a.m. to 5:00 p.m. (Eastern time zone).

Introducing the Office of Graduate Studies

Recently established, the Office of Graduate Studies (OGS) is designed to enrich the experience of all graduate students after they complete the admissions process until they graduate.



In an effort to enhance services provided to all Utica College current graduate students, OGS assists in the Graduate Orientation for campus-based students, Internal Review Board (IRB) submissions, Thesis and Capstone Project submissions, and the Graduate Commencement Ceremony. OGS strives to administer effective and consistent policies and procedures that affect all graduate students - online and campus-based - by clarifying and streamlining them, and OGS is always happy to assist students and faculty in navigating the policies and procedures. Connecting graduate students to each other and to Utica College is also a priority by working to improve communication and facilitating programs and activities.

The poll results will be posted here. If the GSA community page does not show up in your ANGEL account please email gsa@utica.edu. Also, feel free to like us on [Facebook](#), to stay updated on new polls!

Did You Know?

Graduate students must be either (1) matriculated and enrolled in credit-bearing courses, (2) matriculated and enrolled in 997 Continuous Enrollment, or (3) on an approved Leave of Absence. Leave of Absence forms are available on the [OGS website](#). 997 Continuous Enrollment is for students who have completed all of their course requirements except for their thesis, capstone project, or comprehensive exam.

Fun Facts

Utica College has only offered graduate programs since 1999.

Utica College was founded in 1946 as a two-year lower division college.

In 1949 Utica College began offering four year

OGS is a valuable resource for graduate students on many levels. In addition to the services already mentioned, OGS is a great place to start if a graduate student does not know where to go to address a specific concern. If OGS does not directly handle your specific concern, they will find the answer for you or ensure you are directed to the appropriate office. Various forms needed by graduate students are available on the OGS website, and OGS staff can answer any questions you might have related to completing and submitting those forms. OGS is here to support Utica College's graduate students and assist in removing obstacles to your success.

The Office of Graduate Studies appreciates student feedback, so please share your thoughts on how UC can better enhance your graduate student experience! The staff would love for you to stop by and introduce yourself when you're on campus. OGS is located in 124 White Hall and can also be contacted by phone at (315) 792-3335 or via e-mail at ogs@utica.edu. Additional information is available online at utica.edu/ogs. Michelle, Shannon, and Tracy (pictured above, left to right) are looking forward to hearing from you!



Office of Graduate Studies

Utica College
124 White Hall
1600 Burrstone Road
Utica, NY 13502-4892
Voice: (315) 792-3335
Fax: (315) 792-3170
ogs@utica.edu
utica.edu/ogs

[Forward email](#)

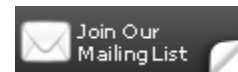


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programs.

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