Department of Special Programs/SEEK

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The Department of Special Programs houses the Search for Education, Elevation and Knowledge (SEEK) Program, a major CUNY initiative. Created by the Board of Higher Education of The City University in 1964, SEEK targets students who require financial and academic support to complete a college education. SEEK students receive up to ten semesters of economic and academic support while meeting the requirements for a baccalaureate degree.

SEEK's **mission** is to help students overcome social, academic and economic barriers to the pursuit of their education through the provision of individual and group counseling, comprehensive academic support services and financial aid counseling and support. In addition, the program helps students develop strategies to explore academic, career and interpersonal issues related to their educational goals. Academic support services, individual and group counseling and financial aid, including a book stipend, up to three summer stipends, and additional semesters of financial aid are provided to Special Programs/SEEK students through the New York State Higher Education Opportunity Program Act. SEEK's objectives are:

1. To provide a permanent and structured program of special assistance to selected students who can utilize supportive services to assist them in their efforts to obtain a quality college education and to expand the career and social options available to them.
2. To provide, by means of the Higher Education Opportunity Act, a range of intensive supportive services to help Special Programs students to successfully meet the challenge of college study.
3. To explore, develop, and demonstrate innovative techniques to enable students to achieve their academic goals.

SEEK COUNSELING

The SEEK Program provides individual/small-group counseling to all entering/continuing SEEK students, who meet with counselors once a week in SEEK Counseling Courses (SP/C, AGRO, or SPAE). These courses are structured forums in which students explore topics that facilitate their adjustment to college, provide information about career and graduate school opportunities, and promote participation in community outreach activities. SEEK students meet with their counselors on an individual basis for academic advisement and personal and career counseling.

The primary goal of SEEK counseling is to develop, monitor and assess programs that help students successfully meet the challenges of college level work, overcome their educational limitations and enhance their ability to perform as students and as individuals. Student achievement, retention, and satisfactory progress towards degree completion are the basic objectives of the SEEK Program.

ADMISSION

To apply for admission to the SEEK Program, an applicant should complete the "Special Programs" section of the CUNY application. In accordance with State Education Law, an individual is eligible for admission to the SEEK Program if he/she meets the following criteria:

1. Is economically disadvantaged.
2. Is educationally disadvantaged.
3. Is a graduate of an approved high school or has attained a New York high school equivalency diploma or its equivalent as determined by the Commissioner of Education of the State of New York.
4. Has not previously attended a college or university, except in the case of students enrolled in the HEOP or

EOP programs, or veterans who may have earned up to 18 credits of college-level work prior to entrance into the service (except for USAFI and service-connected University of Maryland credits).

5. Has resided in New York State for one year prior to the semester for which he or she is applying and has met the test for "bona fide domicile."

Both applications are available at individual CUNY College Financial Aid Offices. ***(see Financial Aid section in this catalog for further information)***

After acceptance into a CUNY college, SEEK applicants must submit a copy of their Federal Income Tax Return, Form 1040, and other supporting documentation to verify income eligibility and residence.

If you are accepted into SEEK you will be required to show proof of having filed for Pell and TAP prior to being awarded any Special Programs financial assistance.

The following items are required proof:

1. Electronic notification to CUNY
2. "Student Notification" sent to you by the Pell Grant processor
3. TAP Award Certificate

Academic Eligibility

An applicant is academically eligible for SEEK if he/she:

1. has received a general equivalency diploma, or
2. has a high school academic average of less that 80% or ranks at the 65th or lower percentile of his/her graduating class.

Economic Eligibility

A student is considered economically disadvantaged if he or she is a member of:

1. a family supported by one worker whose total annual income, before taxes, is not more than the amount in the table below; or
2. a family supported by more than one worker in which the total annual income, before taxes, is not more than $4,800 above the amount listed in the table below; or
3. a family supported by one worker who is the only support for a one-parent family, in which case the total annual income, before taxes, may not be more than $4,800 above the amount listed in the table below.

Fall/Spring 2005-2006

Number in Household Estimated Gross Annual Family Income: Including Head of Household:

1. $14,100
2. $19,600
3. $22,350
4. $27,800
5. $32,850
6. $38,550
7. $42,900

* **Plus $4,350 for family member in excess of seven (7)**

An applicant is economically eligible if the applicant is part of a household where any member is a recipient of public assistance.

The foregoing eligibility requirements, except those relating to economic need and residency, shall not apply to students who have been determined eligible for entry to the SEEK Program by virtue of their satisfactory completion of the College Discovery Program II (College Discovery and Development Program).

In program standards, maintenance of SEEK status requires that a student:

1. registers as a full-time student each semester
2. enrolls in group counseling each semester
3. files a financial aid form, annually, and
4. attends tutoring

For further information on admissions procedures and eligibility, please telephone the University Office of Admission Services at 212 947-4800 or the Director of Special Programs at 718 270-4973.

COURSE DESCRIPTIONS

ADVANCED GROUP COUNSELING/SEEK

AGRO 101 Financial Planning and Budgeting

0.5 credit; 1.5 class hours

This course is designed to familiarize students with personal money management: identifying additional financial aid resources, budgeting strategies, interpreting and processing financial aid forms and identifying legal resources.

Pre-requisite: SP/C 004

AGRO 102 Development of Self-Concept

0.5 credit; 1.5 class hours

The focus of this course is to develop inner awareness. Areas addressed are the improvement of one's self concept, self assessment, the role of culture in self concept formation, and the role of unity in group survival.

Pre-requisite: SP/C 004

AGRO 103 Advanced Career Planning

0.5 credit; 1.5 class hours

The focus of this course is to acquire strategies for entering the world of work. The following issues will be addressed: theories of career development, interview techniques, formulation of goals, skills for employment, job search, resume preparation, values clarification and decision making.

Pre-requisite: SP/C 004

AGRO 104 Politics, You and Your Community
0.5 credit; 1.5 class hours
This course is designed to heighten the awareness of the political process. Issues to be covered include: the voter registration process, club house politics, the relationship between politics and the absence or presence of community resources, citizen rights and responsibilities, city and state political personality profiles.
Pre-requisite: SP/C 004

AGRO 105 Skills for Urban Living
0.5 credit; 1.5 class hours
This course is designed to facilitate the acquisition of survival skills needed for urban living. Issues that will be addressed are: self advocacy, consumer education, crime prevention, tenant's rights, organized resource banks, and organizing community groups.
Pre-requisite: SP/C 004

AGRO 106 Parenting and Family Relationships
0.5 credit; 1.5 class hours
This course will explore the areas of parenting and family relationships. The areas that will be explored are: parental care, child care, prevention of child abuse, alternative family systems, male/female relationships, and the effect of slavery on minority families.
Pre-requisite: SP/C 004

AGRO 201 Issues in Minority Education
0.5 credit; 1.5 class hours
This course is designed to provide information on social factors affecting minority entry into institutions of higher education. It will address issues on the roles of community based colleges, equal access to higher education, and graduate and professional school opportunities.
Pre-requisite: SP/C 004

AGRO 202 Honors/ Cultural Program
0.5 credit; 1.5 class hours
The focus of this course will be the study of exceptional academic achievement. Areas of concentration will center on involvement in the political process, cultural and/or social activities, research, student initiated activities, and guest lectures on current and historical events.
Pre-requisite: SP/C 004

AGRO 203 The Legacy of Medgar Wiley Evers
0.5 credit; 1.5 class hours
This course will focus on structured motivational materials and it will provide opportunities for self discovery and direction. Structured motivational exercises as well as student centered activities will constitute the group's thrust in regard to the historical context of Medgar Evers and the legacy of the Civil Rights Era.
Pre-requisite: SP/C 004

AGRO 204 Liberal Arts and Education Seminar
0.5 credit; 1.5 class hours
This course will expose students to the wide range of aareer and study options available in the disiplines that comprise the liberal arts and education fields. The course includes educational excursions, seminars, and activites. Students are introduced to faculty from the School of Liberal Arts and Education.
Pre-requisite: SP/C 004

AGRO 205 Business Seminar
0.5 credit; 1.5 class hours
This course is designed to expose students to the wide range of career and study options available in the disiplines that comprise the School of Business Students attend educational excursions, seminars, and participate in activites designed to familiarize them with professions within the business and public administration fields. The course involves participation of faculty from the School of Business.
Pre-requisite: SP/C 004

AGRO 206 Science, Health and Technology Seminar
0.5 credit; 1.5 class hours
This course is designed to expose students to the wide range of aareer and study options available in the disiplines that comprise the various aspects of the sciences. Students attend educational excursions, seminars, and paarticipate in activites designed to familiarize them with professions within the business and public administration fields. The course involves participation of faculty from the School of Science, Health and Technology.
Pre-requisite: SP/C 004

AGRO 301 Achievement Motivation
0.5 credit; 1.5 class hours
This course is designed to familiarize students with self-study exploration, development of achievement strategies, goal setting related to academic success, career actualization, and the development of interpersonal relationships and supports.
Pre-requisite: SP/C 004

STUDENT DEVELOPMENT

SPAE 001 Special Programs Academic Enhancement Seminar
0 credit; 1.5 class hours
This course is designed to assist students in developing strategies to remove themselves from academic jeopardy and to successfully confront academic challenges. Areas addressed will include self exploration, self concept assessment and motivation, personal academic assessment, time management, and study habits. A tutor is assigned to the class to provide students with additional support.
Pre-requisite: SP/C 003

SP/C 003 Transition from High School to College
0.5 Credits; 1.5 Hours
This course is designed to provide an orientation to college life. It focuses on the development of skills needed to cope with academic endeavors. Topics will include: developing effective study skills, habits and attitudes, student rights and responsibilities, choosing a major, test skills, listening skills, and orientation to college structure.
Pre-requisite: For SEEK students only

SP/C 004 College as a Social System
0.5 Credits; 1.5 Hours
This course completes the introductory core of counseling classes for SEEK freshmen. It is designed to equip students with essential skills for successful academic careers. The course serves to involve students with the "College as a Social System" by covering such modular topics as: academic divisions, administrative functions, MEC within CUNY, Special Programs, and extracurricular activities.
Pre-requisite: SP/C 003