To Whom It May Concern:

This letter serves to explain and clarify the courses available for transfer to SUNY Potsdam via the National Education Foundation – SUNY Potsdam cooperative agreement, supporting the delivery of hybrid learning courses to senior undergraduates and recent graduates from accredited deemed universities/autonomous colleges in India. This list of courses is what is available now, and it will continue to grow as our team at Potsdam develops new courses appropriate for hybrid delivery. The following is a list of the current undergraduate and graduate programs available for credit transfer, along with a list of courses appropriate for transfer into each program.

1) The MSEd Educational Technology Specialist graduate program prepares students for technology leadership and management positions in business and organizations in private industry, the military, social service agencies, K-12 schools and higher education. It is a 36-credit hour program, typically completed within two years (four semesters, up to 9 transfer hours).
   a. Courses in this program are characterized by:
      i. A learner-centered environment facilitated by experienced instructors
      ii. Individualized instruction for each student, with small class sizes
      iii. Project-Based Learning, with authentic educational clients
      iv. Team-based, collaborative problem-solving environments
      v. Technology skills used organically within real-world projects
   b. The Hybrid courses available for transfer (up to 9 credit hours) include:
      i. IT 505: Organizational Communications
      ii. IT 507: Policies, Issues, and Ethics
      iii. IT 509: Conflict Resolution
      iv. IT 510: Change Processes
      v. IT 549: Web Page Development
      vi. IT 605: Network Architecture

2) The Organizational Performance & Technology graduate program prepares students for careers in organizational performance improvement, leadership, and development. An emphasis is placed on using technologies to solve performance problems. This program is well suited for individuals seeking careers in leadership or management positions that span across multiple industries and organizations. This program is also 36-credit hours, typically completed within two years (four semesters, up to 9 transfer hours).
   a. Courses in this program are characterized by:
      i. A learner-centered environment facilitated by experienced instructors
      ii. Individualized instruction for each student, with small class sizes
      iii. Project-Based Learning, with authentic business clients
      iv. Team-based, collaborative problem-solving environments
      v. Leadership skills used to solve real-world projects
   b. The Hybrid courses available for transfer (up to 9 credit hours) include:
      i. IT 505: Organizational Communications
      ii. IT 507: Policies, Issues, and Ethics
      iii. IT 509: Conflict Resolution

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iv. IT 510: Change Processes
v. IT 549: Web Page Development
vi. IT 5xx: Disaster Recovery Planning
vii. IT 5xx: Advanced Information Systems
viii. IT 5xx: IT Cybersecurity: Behavioral Perspective for Organizations
 ix. IT 5xx: Data Analytics
x. IT 5xx: Financial Planning for Non-Majors
xi. IT 605: Network Architecture
xii. IT 606: Project Management

3) The Business Administration department offers a 42-credit hour undergraduate BS program with specializations in Marketing, Management, Finance, and Accounting (transfer hours considered on a case-by-case basis).
   a. Courses in this program are characterized by:
      i. A learner-centered environment facilitated by experienced instructors
      ii. Individualized instruction for each student, with average class sizes
      iii. An emphasis on real-world business cases
      iv. Team-based, collaborative problem-solving environments
      v. Business skills used to solve real-world projects
   b. The following hybrid courses are potentially available for transfer (student transcripts are evaluated for potential transfer courses on an individual case-by-case basis):
      i. MKTG 301: Principles of Marketing
      ii. MGMT 301: Principles of Management
      iii. EMRE 330: Human Resources Management
      iv. MGMT 340: Information Systems for Business
      v. The following 500 level courses are available for transfer if the course is taken for undergraduate credit:
         1. IT 505: Organizational Communications
         2. IT 507: Policies, Issues, and Ethics
         3. IT 509: Conflict Resolution
         4. IT 510: Change Processes
         5. IT 549: Web Page Development
         6. IT 5xx: Disaster Recovery Planning
         7. IT 5xx: Advanced Information Systems
         8. IT 5xx: IT Cybersecurity: Behavioral Perspective for Organizations
         9. IT 5xx: Data Analytics
        10. IT 5xx: Financial Planning for Non-Majors

As the program grows and builds, we expect to see more hybrid courses available. If a specific course is recommended, and we feel it is appropriate for hybrid delivery, we will do our best to develop it. Please feel free to reach out to us if you have any questions.

Yours in Education,

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