**CUNY YORK COLLEGE**

**Department of Aviation**

**Student Handbook**



**CUNY Aviation Institute**:

Academic Core Bldg, Room 4G04

94-20 Guy R. Brewer Blvd. Jamaica, NY 11451

(718) 262-2829

<http://www.york.cuny.edu/aviation>

**January 2010 Please read with care**

The information in the booklet is for planning purposes only. Please consult an advisor for planning your class schedule or for any other information. \*note, the information in this booklet may change. Please visit our website at <http://york.cuny.edu/aviation> for current news and information.

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**CUNY Aviation Institute**: **York College Office of Admissions:**

Academic Core Bldg, Room 4G04 Academic Core Bldg., Room 1B07

94-20 Guy R. Brewer Blvd. 94-20 Guy R. Brewer Blvd. Jamaica, NY 11451 Jamaica, NY 11451

(718) 262-2829 (718) 262-2165

<http://www.york.cuny.edu/aviation> http://www.york.cuny.edu

General Information

York College, founded in 1966, is one of the 11 senior colleges in The City University of New York (CUNY). York College is located in Queens County, the most ethnically diverse borough in the world. Queens has been home to astronaut Charles Camarda, jazz greats Louis Armstrong and Count Basie, sports legends Babe Ruth and Roy Campanella, and pop musicians such as Simon and Garfunkel, Bob Dylan, LL Cool J, Run DMC and Tony Bennett. York College students are a cross-section of New York City’s diverse population, representing at least 50 countries, from Algeria to Uzbekistan, and speaking over 37 languages. It is important to note that 40% of the students in the Aviation Management Program are women, which is quite a high number for a field that has not traditionally attracted women in these numbers.

York College is the only CUNY senior college to offer a B.S. in Aviation Management and is home to the CUNY Aviation Institute. Under the School of Business and Information System, the CUNY Aviation Institute has recently launched a baccalaureate degree in Aviation Management, capitalizing on the many job opportunities available at Kennedy Airport and other local and national airports.  It prepares students for entry into professional careers in the aviation industry by providing academic skills, specialized training, and work-study opportunities.

Department Mission

The CUNY Aviation Institute at York College is committed to promote research, education, and outreach. It is also committed to a transformative and enriching education, one that promotes a holistic development of our students through a delivery of innovative programs and services that are responsive to the needs of students.

Department Vision

The Institute will address emerging issues and foster industry and community relationships to ensure a success aviation career and betterment for the communities in which they live.

Department Values

In carrying out its mission and vision the Aviation Department values the following:

• The highest quality and dynamic aviation curriculum

• Faculty involvement in the aviation community.

• A supportive environment for students, faculty, and staff that models respect for diversity.

• Student involvement in aviation student organizations and the aviation community.

• Active involvement with industry.

Student Organizations

There are three clubs that were formed by the aviation students to share their knowledge of aviation, plan aviation related events, and to provide out of classroom experiences. The York College Aviation Club was established in the spring of 2008 to promote aviation within the York College community of students, faculty, and staff. The Aviation Club unites, guides, and supports Aviation Management students. The Women in Aviation, York College/ CUNY Chapter is organized exclusively for educational, professional development and opportunities purposes. The American Association of Airport Executives (AAAE) York College/CUNY Chapter was created in March of 2010 based on the student’s drive for growth and enhanced professionalism related to airport management.

Mission

The mission of the Aviation Club is to share our knowledge and passion for aviation with the York community of students, faculty, and staff. Students will be exposed to aviation leaders and a variety of events designed to maximize each student's intellectual, professional and personal growth.

The aim of the Women in Aviation York College/CUNY Chapter is to foster interest and understanding among the students and faculty in the accomplishments and contributions of women to the aviation industry, to encourage students to look for internships, scholarships and network within the aviation industry, and to support York College and Women in Aviation International in their efforts to promote aviation initiatives

The student AAAE York College/CUNY Chapter is aimed at promoting professional development and instilling professional attitudes in students engaged in the study of Aviation Management. The chapter is focus on providing out of classroom experience with materials learn in a real airport environment

Officers

Aviation Club  
Shivanand Soonanan, President  
[shivanand.sooknanan@yorkmail.cuny.edu](mailto:shivanand.sooknanan@yorkmail.cuny.edu)

Women in Aviation York College/CUNY Chapter  
Fiordaliza Griffith, President  
[fiordaliza.griffith@yorkmail.cuny.edu](mailto:fiordaliza.griffith@yorkmail.cuny.edu)

AAAE York College/CUNY Chapter  
Jose Cuevas, President  
josemcuevas@live.com  
  
Meeting Dates: Every Tuesdays, 12pm-2pm  
Location : Academic Core Building AC-2B07

Activities

The Aviation Management students are the most active students on campus. They pride themselves in the activities they plan. With their networking skills, they are always inviting aviation leaders to hold discussion and panel sessions. Always held once a year, Aviation Day is one of the most anticipated events. It is a day where the school, students, and guest speakers can be acquainted with aviation.

Conferences

The students are fortunate enough to attend conferences, where they are expose to different leaders sharing their knowledge of aviation, be able network with professionals, and acquire mentor –mentee relationships.

The upcoming conferences students plan to attend:

**22nd Annual International Women in Aviation Conference  
February 24-26, 2011  
Grand Sierra Resort  
Reno, Nevada**

**83rd Annual AAAE Conference and Exposition Agenda  
May 15-18, 2011**Georgia World Congress Center  
Atlanta, GA

64th Annual NBAA Meeting & Convention   
Oct 10-12, 2011  
Las Vegas, NV

The Flight Familiarization Program (FFP)

FFP was created in 2007 to give York College Aviation Management majors the opportunity to experience what it is like to pilot an aircraft at no additional cost. Students in FFP participate in approximately 15 hours of ground school where they cover the basics of navigation, communication, and aerodynamics. Dispersed in between ground school sessions, students are given the opportunity to experience what they learned on the ground in the air with a licensed flight instructor.

**Trips**Trips are organized to Federal Aviation Administration (FAA) facilities, Jetblue Airways Corprate Offices, The Cradle of Aviation (a local aviation museum), and to airports in New York. Students have the opportunity to talk to aviation professionals about their jobs as they get a behind the scenes tour of real aviation organizations.

**Internships and Aviation Resources**

*The Aviation Internship at York College will give students the opportunity to challenge themselves, expand their horizons and to explore a career field of interest.*

Why you should get involved?

* Gives a chance to build one's resume with career related experiences
* Allows for the opportunity to network with current professionals
* Provides an opportunity for students to prepare for the workforce and facilitate the transition into postgraduate employment
* Course credit while doing an internship

What do you need to apply?

* Students must be registered with the Office of Career Services.
* Students must enroll or have taken Co-op 101 and Co-op 111
* Students must complete 225 hours to receive internship credit.
* Students must apply at least 3 months in advance

How Employers Can Join York’s Internship Program?

* Send job-description and letter stating the availability of internship position to the Aviation Institute
* Upon Successful selection of an internship candidate, a contract will be executed between the Aviation Institute, Office of Career Services, the intern, and the organization offering the internship position.

Who have we done internships with?

* JetBlue (http://www.jetblue.com/about/work/)
* FAA (http://www.faa.gov/)
* Port Authority New York and New Jersey (http://www.panynj.gov/)
* Council for Airport Opportunities (CAO) (http://www.caony.com/)

**Requirements**

Your internship counts as an undergraduate course. You must attend meetings and submit work to earn your final grade. Read each requirement carefully.  
Your final grade will be based on the following:  
•    Internship Director Observation: 10%   
•    Internship Log 15%   
•    Supervisor Evaluations: 30%   
•    Portfolio: 25%   
•    Final Paper: 20%   
•    Intern Meetings: See below.

Internship Director Observation

During your internship, the Internship Director will visit you on-site to talk with your supervisor about your progress and review your work. The Internship Director will contact you to arrange the meeting. (If your internship is outside the area, there will be no observation. This part of your grade will be distributed across the remaining assignments.)

Internship Log

The log is a daily journal that details your work. For each day of work, write a one-paragraph summary of the work you are doing, what you are learning, and what you plan to do the next day. It is best to write this entry at the end of each work day, while the details are fresh in your mind.

Supervisor Evaluations

Your on-site supervisor will evaluate you twice during the internship: at the midpoint and at the end.   
You are responsible for ensuring that your supervisor evaluates you and completes the paperwork for this process.  
Before beginning the internship, give these forms to your supervisor and explain them. After each evaluation, the supervisor will decide whether to share the results with you, but you are responsible for making sure the evaluation forms are completed and returned on time.

Portfolio

Throughout your internship, you should collect samples of your work product to develop a portfolio of your work. Ask your supervisor for permission to copy or remove work materials from the office.  
At the end of the internship, submit the portfolio in a binder. At the front of the binder, insert a one-page summary of the projects and your contribution to them.

Final Paper

At the end of the internship, write a final paper describing and evaluating the internship experience, focusing on what it has taught you about your field.  
Write one double-spaced pages for each internship credit. For example, a six-credit internship requires a 6-page paper.

After completion of internship, an intern would be able to acquire the following core competencies :

### Core Competencies

1. **Communication** competence is the ability to read,   
    write, speak, and listen and to use these processes   
    effectively to acquire, develop, and convey their   
    creative ideas;
2. **Critical thinking** is the ability to examine aviation   
    issues rationally, logically, and coherently;
3. **Environmental**, Cultural and Diversity competence   
    an understanding of the societal context or   
    environment and where the aviation industry is now   
    existing and working;
4. **Professional** **identity** is a concern for improving the   
    knowledge, skills, and values of the aviation   
    profession;
5. **Professional ethics** is an understanding of the ethics   
    of the aviation profession as standards that guide   
    professional behavior;
6. **Adaptive** competence is anticipating, adapting to, and   
    promoting changes important to the aviation industry   
    professional societal purpose and role;
7. **Leadership** competence is an ability to make timely   
    and effective decisions and the capacity to assume   
    appropriate leadership roles in the aviation industry;
8. **Scholarly** concern for improvement is recognizing   
    the need to increase knowledge and to advance the   
    aviation industry and profession through both   
    theoretical and applied research;
9. **Motivation** of continued learning is exploring and   
    expanding personal, civic, and professional   
    knowledge and skills through a lifetime; and
10. **Globalization and technology** competence is an   
     understanding of the forces driving globalization and   
     technology in aviation.

Statement of Admission and Transfer Policy

Prospective Student Information

Information packets are mailed or emailed each year to those persons who express interest in our program as well as to high school guidance counselors across the New York metropolitan area. The Aviation institute provides information to high school groups which address emerging issues and foster industry and community relationships to ensure a success Aviation career and betterment for the communities in which they live.

High School Students

York College- The City University of New York will grant provisional admission to eligible seniors in accredited high schools. The application materials, containing all of the available information on the student to date, should be submitted directly to the York College Admissions Office by the student and high school during the student's senior year. Graduates of accredited high schools must submit the CUNY College Admission Form, an official transcript of high school credits, their ACT, PSAT, or SAT scores and the application fee (not refundable)

Transfer Students

Transfer students with a “C” average in previous college work are eligible for admission; other applicants will be considered on an individual basis. The university and/or department faculty reserve the right to deny credits in transfer which are: (1) not consistent with the mission and charter of the granting institution; (2) not approved for transfer based on the evaluation of this university; or 3) not accredited by a regional accreditation association. Credit will be considered for transfer only from the institution actually granting the credit. Transfer credit will not be granted for remedial work. Classes (100/200 level) taken at two-year institutions which are offered at the 300/400 level at York College may be accepted, but will not count as upper division course work to meet the College 45 credits requirement.

A transfer student who has earned an Associate of Arts (A.A.) degree from an approved college will have met the general education requirements at York College. Persons who have not earned an A.A. degree must meet all requirements of the College general education program or the CUNY 2011 General Education Transfer Curriculum. Students intending to major in Aviation must demonstrate proficient use of computer systems and

applications to the satisfaction of their Aviation adviser. Students not having computer proficiency should enroll in Bus 201 Computer Applications in Business their first academic tern.

Office of Admissions

Academic Core Bldg, Room 1B07  
94-20 Guy R. Brewer Blvd.  
Jamaica, NY 11451  
(718) 262-2165

**Scholarships**

The Scholarship Center provides information and assistance to students looking for scholarships as well as specialized guidance for those students currently holding scholarships.

Thurgood Marshall College Fund Scholarships

The Scholarship Center

Academic Core Room AC-4DA1

94-20 Guy R. Brewer Blvd.

Jamaica, NY 11451

Air Traffic Control Association, Inc.   
Attn: Scholarship Fund  
1101 King Street, Suite 300  
Alexandria, Virginia 22314

N.B.A.A.

NBAA Educational Programs

1200 18th St NW

Washington, DC 20036

A.A.A.E Foundation

AAAE Foundation Scholarship Program   
601 Madison Street, Suite 400   
Alexandria, VA 22314

Airports Council Int’l – NA

1775 K Street NW

Suite 500

Washington, DC, 20006

Pioneers of Flight Scholarship

Air Transportation Foundation

1505 Riverview Road

P.O. Box 297

St. Peter, MN 56082

Women in Aviation International

www.wai.org/education/scholarships.cfm

York College

The Scholarship Center

Academic Core Room AC-4DA1

94-20 Guy R. Brewer Blvd.

Jamaica, NY 11451

Recommendation for 1st week of school

This applies to all students for the first week of school. All students must first report to the CUNY Aviation Institute on the fourth floor, 4G04 of the Academic Core Building. We will then direct you to admissions, registrar, financial aid, or academic advisement depending on your needs. Please have all documentations ready when you come to the Institute.

YORK COLLEGE - The City University of New York

General Education Requirements

|  |  |
| --- | --- |
| I. General Requirements | **18.0 - 26.0** |
| **English** 125 | **4.0** |
| **Writing** 301 or 302 or 303\* | **3.0** |
| **Cultural** Diversity 101 | **3.0** |
| **Cultural** Diversity 201, 202, 203 or 210 | **3.0** |
| **Physical** Education 150 | **2.0** |
| **Speech Communication** 101 | **3.0** |
| **Foreign Language (placement by Foreign Language Department)** | **0 - 8.0** |
| II. Humanities | **9.0** |
| A) Literature — 200 | |
| B) History and Philosophy - **ONE** course from the following: | |
| 1. **History** 100,108,113,201,202,204,257,275,276 | |
| 2.**Philosophy** 102, 103,121 | |
| C.) Fine & Performing Arts - Choose one course from the following | |
| 1. **Fine Arts** 104, 150, 152, 155, 264, or 381 | |
| 2. **Music** 101, 110, 225, 250, or 253 | |
| 3. **Speech Communication** 160 | |
| 4. **Theater Arts** 110, 114, 211, 215, 216, 217, 218, or 219 | |
| III. Behavioral Sciences | **6.0** |
| **SIX** credits from **TWO** disciplines outside your major from the following selection of courses. | |
| 1. **AAS** 101 or 172 | |
| 2. **Anthropology** 101 or 103 | |
| 3. **Economics** 101 102 or 103 | |
| 4. **Political Science** 101 or 103 | |
| 5. **Psychology** 102 or 110 | |
| 6. **Sociology** 101 | |
| IV. Mathematics | **4.0** |
| Select **ONE** course from the following: | |
| **Mathematics** 111, 115. 121. 150, 184, or 190 | |
| V. Natural Sciences: | **5.0-6.0** |
| A) Non-Science and Non-Mathematics Majors - **SIX** credits in any **TWO** disciplines, chosen from the following: | |
| 1. **Astronomy** 101, 102, 140 | |
| 2. **Biology** 110, 120, | |
| 3. **Chemistry** 120, 121 | |
| 4. **Health Prof & Environmental Health** 110 | |
| B) Mathematics Majors - Five credits of any science courses that are acceptable by the respective science disciplines to fulfill their major requirements | |
| C) Science Majors - Five credits as stipulated by your major discipline. | |
| Total: | **42-51** |
| Remainder of Credits in Major and Free Electives\*\* | |
| Baccalaureate Total Credits = | **120 Credit** |

AVIATION MANAGEMENT, BS

York College is the only college at the City University of New York to offer a B.S. in Aviation Management.

Education Programs

The [Aviation Management (BS)](http://www.york.cuny.edu/academics/departments/business-economics/program-courses-1/aviation-management-bs) is an opportunity to prepare students comprehensively for management careers in the industry. Students will complete a program of study that emphasizes business, policy and the operations of key areas within aviation, including security, aviation safety, and airport planning.

The program includes the necessary technical and managerial skills needed in the aviation field while insuring that the student receives a broad-based liberal arts background. Key focus areas include:  aviation security, safety, operations, and airport planning and management.  The Aviation Management program offers several opportunities for students to gain practical experience through a variety of aviation industry internships.  Aviation Management graduates will have the qualifications for employment with airports, airlines, banks, insurance companies, U.S Customs, travel agencies and the Federal Aviation Administration.

Additionally, they will have the choice of gearing their studies toward preparation for work in for-profit arenas within aviation or for employment in the aviation public sector by selecting appropriate electives from political science, psychology, business and other areas. A major strength of the major is the integration of the liberal studies areas with a business curriculum.

**B.S. in Aviation Management**

***Required courses from Fall 2001 to Spring 2011***

|  |  |  |
| --- | --- | --- |
|  | | **44** |
| ACC101 | Accounting I | 4 |
| ACC102 | Accounting II | 4 |
| BUS230 | Introduction to the Aviation Business | 3 |
| BUS235 | Airport Planning and Management | 3 |
| BUS283 | Business Law I | 3 |
| BUS321 | Business Finance | 3 |
| BUS330 | Aviation Operations | 3 |
| BUS335 | Case Studies in Aviation Financial Management | 3 |
| ECON102 | Introduction to Microeconomics | 3 |
| ECON220 | Introduction to Economic Statistics | 3 |
| MKT353 | Aviation Marketing and Economics | 3 |
| POL228 | Public Administration in the Political Setting | 3 |
| POL233 | Introduction to Aviation Safety and Security | 3 |
| POL402 | Aviation Policy Seminar | 3 |
|  |  |  |
| Electives 9 One course to be chosen fromeach group | |  |
| Group I | |  |
| BUS202 | Introduction to Management Information Systems | 3 |
| BUS236 | Air Cargo Management | 3 |
| BUS237 | Introduction to Emergency Planning and Management | 3 |
| BUS392 | Aviation Internship in the Private Sector | 3 |
| GEOL282 | Weather and Climate | 3 |
| Group II | |  |
| POL241 | Basic Factors in International Politics | 3 |
| POL309 | Aviation Law | 3 |
| POL392 | Aviation Internship in the Public Sector | 3 |
| Group III | |  |
| PSY328 | Human Factors Psychology | 3 |
| PSY219 | Psychology of Terrorism | 3 |
| SOC220 | Social Research I | 3 |
|  |  |  |

**B.S. in Aviation Management**

***Required courses from Fall 2011 until new Program***

**(60 major credits plus general education credits and university electives = 120 Credits)**

*Courses in italics are prerequisites. Underlined courses are prerequisites or corequisites*

**I. Common Body of Knowledge 32 credits**

ACC101 Principles of Accounting I 4 credits/ 4 hours

ACC103 Principles of Managerial Accounting 4 credits/ 4 hours

BUS201 Computer Applications in Business 3 credits/ 4 hours

### BUS283 Business Law I 3 credits/ 3 hours

### BUS301 Management Theory and Practice 3 credits/ 3 hours

### BUS321 Principles of Finance 3 credits/ 3 hours

### BUS348 Production/Operations Management 3 credits/ 3 hours

### AVIA 430 Ethics, Governance & Accountability 3 credits/ 3 hours

### AVIA 481 Strategic Management 3 credits/ 3 hours

### MKT341 Introduction to Marketing 3 credits/ 3 hours

**II. Aviation Management Required Courses 28 Credits**

## Aviation Management Core (22 Credits)

### AVIA100 Aviation Career Planning 1 credit/ 2 hours

### AVIA101 Aeronautics 3 credits/ 3 hours

### AVIA103 Global Issues in Air Transportation 3 credits/ 3 hours

### GEO282 Weather and Climate 3 credits/ 3 hours

### AVIA330 Safety Management Systems for Aviation 3 credits/ 3 hours

### AVIA340 Aviation Law 3 credits/ 3 hours

### AVIA392 Aviation Internship 3 credits/ 3 hours

**III. Choose Group I or Group II (**Choose one group from the following)

## Group I - Airport Management (6 Credits)

### AVIA420 Airport Planning and Management 3 credits/ 3 hours

### AVIA425 Air Cargo Management 3 credits/ 3 hours

## Group II – Airline Management (6 Credits)

## AVIA 440 - Intro to Corporate and Business Aviation 3 credits/ 3 hours

### AVIA 445 - Airline Management 3 credits/ 3 hours

**IV. General Education – Aviation Management Requirements**

## Natural Science Requirement (Choose one class from the following)

### BIO 110 Environmental Biology 3 credits/ 3 hours

### GEOLL115 Energy, Resources and the Environment 3 credits/ 3 hours

### HPEH110 Science Technology and Environment 3 credits/ 3 hours

#### Remarks: All Aviation Majors must take Mathematics 115, Economics 103, and \*Natural Science requirement toward fulfillment of General Education or Degree Requirements.

#### Remarks: At least 15 credits in major discipline requirements must be taken at York College.

( OLD LIST)

**Suggested Classes for Full time Students**

**Freshman -Fall (15 cr)**

1-ACC101 Principles of Accounting I 4 credits/ 4 hours

2- Mathematics 115 4 credits/ 4 hours

### 3- BUS230 Introduction to Aviation Business  3 credits/ 4 hours

***You are advised to complete the prerequisites (\*) to major during your freshman year or as early as possible. (+) General Education* (GE).**

**Freshman – Spring (15 cr)**

1-ACC102 Principles of Accounting II 4 credits/ 4 hours

### 2- BUS235 Airport Planning and Management 3 credits/ 3 hours

### 3- POL228 Public Administration in the Political setting 3 credits/ 3 hours

\*Elective Credits & General Education Credits

**Sophomore- Fall (15 cr)**

1- ECON102 Introduction to Microeconomics 3 Credits/ 3 hours

### 2- BUS283 Business Law I 3 credits/ 3 hours

### 3- BUS236 Air Cargo Management 3 credits/ 3 hours

*\*Elective Credits & General Education Credits*

**Sophomore- Spring (15 cr)**

### 1- BUS301 Management Theory and Practice 3 credits/ 3 hours

### 2- POL233 Introduction to Aviation Safety and security 3 credits/ 3 hours

### 3- BUS321 Business finance 3 credits/ 3 hours

\* Elective Credits & General Education Credits

### Junior- Fall (15 cr)

1-BUS330 Aviation Operation 3 credits/ 3 hours

2-PSY219 Psychology of Terrorism 3 credits/ 3 hours

3- BUS335 Case Studies in aviation 3 credits/ 3 hours

\* Elective Credits & General Education Credits

### Junior-Spring (15 cr)

### 1- ECO220 Introduction to Economic Statistics 3 credits/ 3 hours

### 2-POL402 Aviation Policy Seminar 3 credits/ 3 hours

\* Elective Credits & General Education Credits

**Senior- Fall (15 cr)**

1-MKT353 Aviation Marketing and Economics 3 credits/ 3 hours

**\* Elective Credits & General Education Credits**

**Senior- Spring (15)**

### 1 AVIA392 Aviation Internship 3 credits/ 3 hours

**\* Elective Credits & General Education Credits**

***\*Major Elective Credits, in a focus area, approved by advisor Balance of University Elective Credits & General Education Credits***

**Suggested Classes for Full time Students**

**Freshman -Fall (15 cr)**

1-ACC101 Principles of Accounting I 4 credits/ 4 hours

2- Mathematics 115 4 credits/ 4 hours

### 3- BUS201 Computer Applications in Business 3 credits/ 4 hours

***You are advised to complete the prerequisites (\*) to major during your freshman year or as early as possible. (+) General Education* (GE).**

**Freshman – Spring (15 cr)**

1-ACC103 Principles of Managerial Accounting 4 credits/ 4 hours

### 2- BUS283 Business Law I 3 credits/ 3 hours

### 3- AVIA 430 Ethics, Governance & Accountability 3 credits/ 3 hours

\*Elective Credits & General Education Credits

**Sophomore- Fall (15 cr)**

1- ECON103 Intro Macroeconomics 3 Credits/ 3 hours

### 2- AVIA101 Aeronautics 3 credits/ 3 hours

### 3- MKT341 Introduction to Marketing 3 credits/ 3 hours

*\*Elective Credits & General Education Credits*

**Sophomore- Spring (15 cr)**

### 1- BUS301 Management Theory and Practice 3 credits/ 3 hours

### 2- AVIA 430 Ethics, Governance & Accountability 3 credits/ 3 hours

### 3- AVIA103 Global Issues in Air Transportation 3 credits/ 3 hours

\* Elective Credits & General Education Credits

### Junior- Fall (15 cr)

1-BUS348 Production/Operations Management 3 credits/ 3 hours

2-AVIA420 Airport Planning and Management 3 credits/ 3 hours

3- BUS321 Principles of Finance 3 credits/ 3 hours

\* Elective Credits & General Education Credits

### Junior-Spring (15 cr)

### 1- AVIA 481 Strategic Management 3 credits/ 3 hours

### 2- GEO282 Weather and Climate 3 credits/ 3 hours

### 3- GEOLL115 Energy, Resources and the Environment 3 credits/ 3 hours

\* Elective Credits & General Education Credits

**Senior- Fall (15 cr)**

1- AVIA 445 - Airline Management 3 credits/ 3 hours

2- AVIA100 Aviation Career Planning 1 credit/ 2 hours

\* Elective Credits & General Education Credits

**Senior- Spring (15)**

### 1 AVIA392 Aviation Internship 3 credits/ 3 hours

\* Elective Credits & General Education Credits

*\*Major Elective Credits, in a focus area, approved by advisor Balance of University Elective Credits & General Education Credits*

**Adding a Minor or Double Major**

\*Students wishing to add the Aviation major or minor are required to discuss their plans with an Aviation adviser.

# Aviation Policy (Minor)

**(**Total credits Required for the Minor in Aviation Policy 15**)**

|  |  |  |
| --- | --- | --- |
| Requirements for the Concentration | | **6** |
| POL210 | Introduction to Political Economy | 3 |
| POL228 | Public Administration in the Political Setting | 3 |
| Elective Group 1 **Choose one** | | **3** |
| BUS230 | Introduction to the Aviation Business | 3 |
| BUS235 | Airport Planning and Management | 3 |
| BUS330 | Aviation Operations | 3 |
| BUS335 | Case Studies in Aviation Financial Management | 3 |
| MKT353 | Aviation Marketing and Economics | 3 |
| POL280 | Transportation: Planning, Finance & Policy | 3 |
| Elective Group 2 **Choose one** | | **3** |
| ECON310 | Public Finance (Cross listed as Political Science 311) | 3 |
| POL320 | Risk Management for Public Policy | 3 |
| POL329 | Public Administration: Management Process | 3 |
| Elective Group 3 **Choose one** | | **3** |
| BUS392 | Aviation Internship in the Private Sector | 3 |
| POL392 | Aviation Internship in the Public Sector | 3 |
| POL402 | Aviation Policy Seminar | 3 |
|  |  |  |

**Class Listing Schedule**

Listed below is the normal schedule for Aviation classes; however this can change depending on faculty availability and enrollments. This list is for planning only. Check **official** bulletins/esims for current information.

**SPRING 2011**

ACC101 Principles of Accounting I 4 credits/ 4 hours

ACC103 Principles of Managerial Accounting 4 credits/ 4 hours

BUS201 Computer Applications in Business 3 credits/ 4 hours

### BUS283 Business Law I 3 credits/ 3 hours

### BUS301 Management Theory and Practice 3 credits/ 3 hours

### BUS321 Principles of Finance 3 credits/ 3 hours

### BUS348 Production/Operations Management 3 credits/ 3 hours

### MKT341 Introduction to Marketing 3 credits/ 3 hours

### GEO282 Weather and Climate 3 credits/ 3 hours

### BIO 110 Environmental Biology 3 credits/ 3 hours

### GEOLL115 Energy, Resources and the Environment 3 credits/ 3 hours

### HPEH110 Science Technology and Environment 3 credits/ 3 hours Mathematics 115 4 credits/ 4 hours

ECON103 Intro Macroeconomics 3 Credits/ 3 hours

Aviation Career Jobs

There are many aviation related jobs that an aviation management degree student may apply. FAA certification in addition to a college degree is required for some positions. A bachelor's degree combined with specific experience allows an individual to move into the jobs which pay the higher salaries and include management openings. The following list gives some examples of job opportunities that graduates from the Aviation Management B.S. can follow.

**Airline and** Airport Manager Airports, Airport

Airport Authorities

Operations

Fixes Base Operator Fixed Base Operators(FBOs)

Station Manager Airlines

Scheduling Coordinator Airlines

Flight Dispatcher Airlines

Air Traffic Controller FAA

Fire and Crash Rescue Medium to large airports

**Airline and** Customer Service Airlines

**Airport** Representative

**Services**

Ticket Agent Airlines

Reservation Sales Agent Airlines

Flight Attendants Airlines

**Law Related**

**Services** Customs Agents U.S. Customs

Inspectors Airport Consultants,

Governments

Accident Investigator National Transportation

Representative

Office

Proffesionals Travel Agents Travel Agencies,

Governments,

construction Co.

Administrative Industry-Wide

Assistants

Information

Safety Specialty Industry-Wide

Business

Aviation

\*Special thanks to Aircraft Owners and Pilot Association

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Partnerships

The CUNY Aviation Institute at York College must focus upon a number of complex issues because today's aviation industry is a complex matter. Simplistic approaches are not effective. Our partners contribute to a process aimed at changing cycles in employment, education, and industry. All facets of our community must have a stake in the process. Youth, government, community agencies and business are critical in formulating appropriate strategies both to enhance the community's overall situation.

*The Port Authority of New York and New Jersey*

The Port Authority of New York and New Jersey continues its trailblazing tradition with the establishment of the CUNY Aviation Institute at York College. With a grant from the Port Authority of New York and New Jersey, the CUNY Aviation Institute at York College is actively engaged in "Advancing Aviation Through Academic Achievement."

*University Transportation Research Center*

The Region 2 University Transportation Research Center is one of ten original National Centers, established in 1987 by the U.S. Congress, in recognition that transportation plays a key role in the nation's economy and in the quality of people's lives.

*Jamaica and Southeast Queens Community*

Uniquely situated between the nation's two premier centers of aviation, NY's La Guardia and John F. Kennedy International airports, the CUNY Aviation Institute at York College was designed to bring our community closer together. York College and its community partners can help assist students, workers, or professionals get the 'tools' they need to succeed today. We've created linkages to key Jamaica Community organizations. Greater Jamaica Development Corporation was created to assist business and government leaders in transforming Jamaica proper. The New York City Department of Small Business Services Jamaica One-Stop Center helps workers develop new skills and strategies for successful employment.

*CUNY Institute for Urban Planning*

Transportation, water, energy & communication, these infrastructure systems have supported New York City's position as a world capital in business, media, and the arts.

*Jet Blue*

Jet blue airlines, previously known as New Air was founded by David Neeleman in february 1999 as a low cost carrier. JetBlue’s primary hub is located in JFK International airport in NY, flying to 61 cities in11 countries. The fleet consists of all Airbus A320 and Embraer 190, all having directv behind every seat. They were named the highest in customer satisfaction by J.D. Power and associates. JetBlue is the official airlines of the Red Sox and the official airline partner of the NY Jets.

JetBlue has partnered up with KaBoom to build play spaces for children as well as rebuilding parks in a commitment to support the community. Also, they teamed up with Blue’s Clues, Nickelodeon, and First Book to provide 100,000 new books to children at risk. They are also partnering up with the American Cancer Society and their Making Strides Against Breast Cancer Walks to raise awareness and money for a cure.

*Delta*

Delta Airlines is the world’s largest airlines, founded in the 1920’s by C.E Woolman. Delta was the first commercial agricultural flying company in existence. During the eighty years of existence, Delta has gone to war, expanded internationally, were the pioneers of the hub and spoke system, has become a global carrier, launched SkyTeam and merged with NorthWest. Service is provided to more destinations than any global airline with 124 new nonstop routes and 41 destinations in six continents.

Delta is a proud sponsor of the American Cancer Society, [The Breast Cancer Research Foundation](http://www.delta.com/about_delta/global_good/breast_cancer_research/index.jsp), St. Jude Children’s Hospital, the Children’s Miracle Network, the Carter Center, [Habitat for Humanity](http://www.delta.com/about_delta/global_good/habitat/), as well as many other causes such as The American Red Cross, CARE, UNICEF, Children’s Miracle Network and Habitat for Humanity. To improve the environment, Delta has In-Flight Recycling and Carpet recycling.

*Cape Air*

Cape air, founded in 1989 is the largest regional independent airline carrier. Cape Air has partnerships with JetBlue and Continental Airlines. Services provided were originally around New England, New York, the mid Atlantic and the mid West area but by 2004, Cape Air expanded their services to Florida, the Carribbean and Micronesia.

American Airlines

American Airlines was established in the 1930’s, known as American Airways. It is the daughter company of AMR Corporation and is one of the largest airlines in the world. The company is one of the founding members of Global OneWorld Alliance, which was created for efficiency and convenience to passengers. American Airlines has received a great amount of awards and recognition such as the Airline Traveler’s Choice award for best international airline. American airlines is also very involved within the communities they serve. Some of the community services they provided in 2009 were donating for the Susan G. Komen Race For The Cure®, supporting the American Cancer Society Relay for Life, gathering donations for UNICEF and many more.

Department Numbers

School of Business and Information Systems

**The School of Business and Information Systems introduces students to all of the fundamental business disciplines, then allows them a wide range of choices when selecting their major field of study.**

Harry M. Rosen, PhD, (Acting), Dean 718-262-5310

Accounting and Finance

**Kranacher, Mary-Jo**, Chair 718-262-2500  
Office Location: AC-2B06

[Bharosay, Boadnarine](https://www.york.cuny.edu/portal_college/bbharosay)**, Accounting** 718-262-2500  
Office Location: AC-2C11

bharosay@york.cuny.edu

Business and Economics

Schneider, Marguerite, Chair 718-262-2502 718-262-2500  
Office Location: AC-2B06  
[MSchneider@york.cuny.edu](mailto:MSchneider@york.cuny.edu)

Political Science  
  
Chirco, Donna, Chair  
Office Location: AC-4D06 b 718-262-2687  
[dchirico@york.cuny.edu](mailto:dchirico@york.cuny.edu)

CUNY Aviation Institute

Aceves, Robert, Director 718-262-2829   
Office Location: AC-4G04E

raceves@york.cuny.edu

School Directories

CUNY York College

718-262-2000

CUNY Aviation Institute  
Academic Core Building, 4G04  
718-262-2829

Office of Admissions

Academic Core Bldg, Room 1B07  
718-262-2165

Office of the Registrar   
Academic Core 1H08  
718-262-2145

Bursar

Academic Core Building, Room 1H01  
718-262-2186

Financial Aid

Academic Core Building, Room 1M08

718-262-2230

Academic Advisement  
Academic Core Building, Room 2C01

718-262-2280

Student Support Services

Academic Core Building, Room 3E03

718-262-2423

Location of York College

Address:

York College/CUNY

94-20 Guy R. Brewer Blvd.

Jamaica, NY 11451

718-262-200



By Automobile

Take the Grand Central Parkway (GCP) to Parsons Boulevard Exit (Exit 17 east and 16 west). From the west, make a right at the traffic light onto Parsons (opposite from the east). This route is marked by green York College signs. Follow Parsons till it merges with Archer Avenue. Long Island Railroad is directly in front of you. Make a left at the light onto Archer. Heading east on Archer, Guy R. Brewer Boulevard is the third light. Make a right onto Guy Brewer, parking lot is on your left.

From JFK or LGA take the Van Wyck Expressway (I678) to the Liberty Avenue Exit (4). From the north make a left onto Liberty to head east. This route is marked by green York College signs. Pass under the JFK Airtrain trestle heading east on Liberty. You will pass under the Long Island Railroad and York's FDA building on your left. Follow Liberty to Guy R. Brewer Boulevard and make a left. The parking lot is on your right.

Alternatively, you may also take the Long Island Expressway to exit 23 (Kissena Boulevard) and take that south. It will turn into Parsons Boulevard. Follow Parsons till it merges with Archer Avenue. Long Island Railroad is directly in front of you. Make a left at the light onto Archer. Heading east on Archer, Guy R. Brewer Boulevard is the third light. Make a right onto Guy Brewer, parking lot are will be on your left.

Mass Transit

From Brooklyn, Manhattan and Queens Subway

E, J, & Z Trains terminate at Parsons-Archer/Jamaica Center. Exit your train at the easternmost exit (159th & Parsons Blvd) and walk one block east. Cross under Long Island Rail Road trestle (160th Street) and use the entrance on your left at the traffic light (look for the arch shaped sculpture).

York College by Bus

Parsons/Archer - Jamaica Center is served by the following bus lines: Q4, Q5, Q25/34, Q30, Q31, Q42, Q44, Q54, Q65, Q83, Q84, Q85, Q110, Q111, Q112, Q113, N4.

Long Island Rail Road

Take any train to Jamaica Station. Walk down the platform to street level. You can either take the subway at Sutphin Boulevard one stop to Parsons/Archer or walk (one stop). Walk east on Archer about 6 blocks to 160th street and make a right under the LIRR trestle, using the entrance on your left.

Jamaica AirTrain

Take any train to Jamaica Station. Walk down the platform to street level. You can either take the subway at Sutphin Boulevard (E, J, or Z) one stop to Parsons/Archer or walk (one stop). Walk east on Archer about 6 blocks to 160th street and make a right under the LIRR trestle, using the entrance on your left.

Important Dates for Conferences and School Schedule

Winter 2010/2011

December 24, 2010 – January 1st, 2011 College is closed

January 2nd- Last day to receive 100% refund.

January 3rd- First day of classes

January 6th- Last day to receive 50% refund

January 8th- Last day to withdraw from a course WITHOUT a “W” grade

January 8th- Last day to receive 25% refund

January 14th- Last day to withdraw from a course(s) WITH a “W” grade.

January 17th- Martin Luther King- College is Closed

January 21st- Last day to rescind a Pass/Fail Option

January 21st- Last day of classes.

January 24th – Final Examinations

Spring 2011

January 12th – Freshman Orientation

January 13th – Freshman Orientation

January 17th – Martin Luther- King Day- College is closed

January 24th- 27th – Registration

January 27th – Last day for non-matriculated students for matriculation for the Spring 2011 semester

January 28th – First day of classes

January 28th – Late Registration and Program Changes

January 31st – Late Registration and Program Changes

February 1st – 2nd – Late Registration and Program Changes

February 3rd – Last day to receive 75% refund

February 10th – Last day to receive 50% refund

February 10th – Last day to add course(s) or switch sections of the same course with the approval from Academic Department Chairperson.

February 11th – Lincoln’s Birthday college is closed

February 12th- No classes scheduled

February 17th- Last day to file for September 2011 Graduation

February 17th- Last day to receive 25% refund

February 17th- Last day to withdraw from a course(s) WITHOUT a “W” grade

February 18th- Course withdrawal period begins/

February 19th Saturday office hours for selected areas of Student Support Service

February 21st – Presidents’ Day- College is closed

February 22nd – Spring 2011 Convocation

February 23rd – Classes will follow a Monday schedule

February 23rd- 26th Women in Aviation Conference

March 12th – Saturday office hours for selected areas of Student support Services

March 18th- March 29th- Midterm Assessment Period

March 24th – Dean’s List Reception

April 9th- Saturday office hour for selected areas of Student Support Services

April 11th – Last day to file for February 2010 Graduation

April 11th – Last day to file for February 2012 Graduation

April 11th- Last day for “INC” grade changes for Fall 2010 to be received by the Office of the Registrar

April 11th- Last day to elect a Pass/Fail Option

April 14th- Student Research Day

April 17th – April 26th- Spring Recess

April 27th - Classes resume

April 27th- Summer 2011 and Fall 2011 registration begins

May 15th- May 18th AAAE Conference and Exposition

May 18th Last day of classes

May 18th- Last day to rescind a Pass/Fail Option

May 19th- Reading day

May 20th- May 26th- Final Examinations

May 27th – Final examinations for mass exams only

May 27th- End of Spring term

June 3rd- Commencement