Dear Future FLCC Student,

Welcome to Finger Lakes Community College!

To facilitate the registration process, please print out, complete, and return the two-page registration form below. Specifically, we ask that you fill in your preferred telephone number and email address (print legibly, please!) as well as your name, emergency contact information, educational objectives, and signature. The course grid should be left blank; it will be completed later by an FLCC academic advisor once you and the advisor have conferred. Additionally, please complete and return the “getting started” questions.

Return the completed forms to

The Center for Advisement and Student Development
Finger Lakes Community College
3325 Marvin Sands Drive
Canandaigua, NY 14424

Fax: (585) 394-8304
Email: center@flcc.edu

The forms must be received in the Center no later than one week prior to the beginning of classes (so that we can schedule a telephone advisement appointment for you). Once we receive the forms, we will contact you to arrange a mutually convenient time for the appointment to occur.

In order for you to begin looking at the courses offered at FLCC, instructions for viewing WebAdvisor can also be found below.

We look forward to helping you with course registration in the near future!

Sincerely,

Corinne M. Canough,
Director of Advisement and Student Development
REGISTRATION FORM FOR NEW FLCC STUDENTS

Preferred phone number ___________________________ Email address ___________________________
Last Name: ________________________ First: ____________ Middle: ____________ FLCC ID: ____________

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Total Credits: ______________________

Major: ____________________________ Math Score: ____________________________
Previous FLCC Credit: ____________________________ Music Score: ____________________________
Messages/Recommendations: ____________________________________________________________

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Emergency Contact Information:
In the event of an emergency, please contact the following individual:

Name: ____________________________
Phone Number (include area code): ____________________________

Educational Objective:
What is your primary educational objective at FLCC? (Check the SINGLE best answer.)
☐ Transfer to another college after earning a degree or certificate.
☐ Transfer to another college without earning a degree or certificate.
☐ Earn a degree or certificate with plans for employment.
☐ Enroll in courses to learn or upgrade job skills (not seeking a degree or certificate).
☐ Enroll for personal enrichment/enjoyment (not seeking a degree or certificate).
☐ Enroll in courses to earn a High School General Equivalency Diploma (GED).
☐ Uncertain.

Additional questions on reverse side

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Student Signature ____________________________ Date ____________

Advisor Approval:

Academic Advisor Signature ____________________________ Date ____________

FLCC has a Student Code of Conduct Policy that outlines the rights and responsibilities of students, behaviors prohibited on or off campus and possible sanctions. I understand the Policy pertains to me while I am enrolled at FLCC and can read the Policy at www.flcc.edu/offices/studentservices/resources.html#studentconduct or in the Student Handbook and Academic Planner.

I certify that the information I’ve supplied on this form is accurate and truthful. I acknowledge that my tuition and fees will be paid by the tuition due date and that I am liable for any collection costs as a result of my failure to pay, including, without limitation, collection agency fees, court costs and attorney fees. If I decide to change my educational plans, I will notify The Center for Advisement in writing and realize that non-attendance in class will not relieve my financial responsibility. I understand that a minimum of 12 credits per semester must pertain to my degree program to remain eligible for TAP.

Student Signature ____________________________ Date ____________
Additional Questions:
To comply with SUNY reporting requirements, please answer the following questions about your background characteristics (optional):

SINGLE PARENT
1. Are you unmarried or legally separated?  Yes  No
2. Do you have sole custody or joint custody for a minor child, or are you pregnant?  Yes  No

ENGLISH ABILITY
3. Do you need special academic help because you do speak, write, or understand English well?  Yes  No
4. Is English your native language?  Yes  No
5. Is English the dominant language in the family/community in which you live?  Yes  No

DISPLACED HOMEMAKER
6. Are you unemployed and having trouble finding a job?  Yes  No
7. Are you underemployed and having trouble finding a better job that uses the fullest extent of your education or training and experience?  Yes  No
8. Have you previously worked without pay, to care for a family, and, for that reason, have limited marketable employment skills?  Yes  No
9. Have you previously depended on income of a family member (other than a parent or guardian) who no longer supports you?  Yes  No

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Getting Started Questions

Will you attend:
  Full-time (12+ credits; 4 or more courses)
  Part-time (1 - 11 credits; 3 or fewer crs)

Which campus(es) do you wish to attend?
  Canandaigua
  Geneva Campus Center
  Wayne County (Newark)
  Victor Campus Center
  Online

Confirm the major you intend to pursue:

Will you transfer to another college after FLCC:
  Yes  No  Undecided

Have you previously earned college credit (e.g. Advanced Placement, transfer credit from another college, IB)?
  Yes  No
If yes, have you had transcripts sent to FLCC?
  Yes  No

If you plan to commute, do you have transportation to and from campus?
  Yes  No

Do you have any schedule constraints (job, family, travel time)? If so, on the schedule grid, block out hours when you are unable to attend.

Do you plan to play a sport at FLCC?
  Yes  No
If so, which sport?

______________________________
USING WEBADVISOR TO
SEARCH FOR CLASSES

- Go to FLCC’s web site: www.flcc.edu

- From the top of the page, click on “course schedules”

- Select the correct term from the drop-down menu

- Select the subject (ENG for English, PSY for Psychology, HIS for History, etc)

- Scroll to the bottom of the page and click on “submit” one time only.

- Note the “status” column – students are not able to enroll in classes marked “closed” or “waitlisted.”