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**Policy Name:** Admission of Home-Schooled Students

**Policy Number:** C-3

**Functional Area(s) Responsible:** Enrollment Management

**Owner(s) of Policy:** Admissions

**Most Recent BOT Approval Date:** Spring 2015

**Most Recent Review Date:** Spring 2023

**Most Recent Review/Revision Type:**  none  minor/non-substantive  substantive/extensive

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**Policy Statement:**

Finger Lakes Community College adheres to the State University of New York (SUNY) policy for the Admission of Home-Schooled Students. Under New York State law, an institution of higher education may admit as matriculated students only persons who have a high school diploma or its recognized equivalent. Because of this requirement, the State University of New York has established a specific policy regarding the requirements for degree conferral and enrollment of home-schooled students.

**Reason(s) for Policy:**

The purpose of the policy is to ensure that home-schooled students are treated fairly yet in accordance with the requirements of state and federal law. This policy is intended to ensure compliance with the established criteria for eligibility to be considered as an applicant for admission to either a state-operated campus or a community college under the program of the State University of New York. Once eligibility for consideration has been established, the applicant must meet any campus-specific admissions requirements.

**Applicability of Policy:**

All Admissions, Concurrent Enrollment, and One Stop Center staff should be familiar with this policy.

**Definitions:**

None

**Related Documents:**

- State University of New York (SUNY) Policy: Requirements for Degree Conferral & Enrollment of Home- Schooled Students
- NYS Education Law

**Procedures:**

In order to complete their application for admission and be reviewed for acceptance into the college (SUNY and FLCC policy), home-schooled applicants must provide documentation of their home-schooled education in one of the following ways:

1. Submit certification of a high school equivalent home instruction program provided by the superintendent of the school district in which the student resides. A form for the collection of this required information from the superintendent will be mailed to the home-schooled applicant by the FLCC Admissions Office.

2. Submit a copy of TASC or GED test score results, showing successful completion.
3. Submit a transcript demonstrating successful completion of five prescribed Regents Comprehensive Examinations.

The New York State Department of Education does not recognize a high school program of correspondence study completed by a New York State resident. Therefore, based on this policy, Finger Lakes Community College cannot accept completion of correspondence school (online) study as the equivalent of a high school diploma.

The above information must be provided by the home-schooled applicant in order to be reviewed for admission and accepted to FLCC.

**Forms/Online Processes:**

- Certification of a High School Equivalent Home Instruction Program form
- FLCC Admission application

**Appendix:**

None