



**FINGER LAKES COMMUNITY COLLEGE ENROLLMENT FORMS**

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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.

Return the completed form 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](mailto:center@flcc.edu)

Once the form is received in the Center, we will contact you to arrange a mutually convenient time to continue the enrollment process.

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: \_\_\_\_\_

Subject Prefix	Course Number	Section	Course Title	Credit Hours
<b>Total Credits:</b>				

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
8:00 – 8:50	8:00 – 9:20	8:00 – 8:50	8:00 – 9:20	8:00 – 8:50
9:00 – 9:50	9:30 – 10:50	9:00 – 9:50	9:30 – 10:50	9:00 – 9:50
10:00 – 10:50		10:00 – 10:50		10:00 – 10:50
11:00 – 11:50	11:00 – 12:20	11:00 – 11:50	11:00 – 12:20	11:00 – 11:50
12:00 – 12:50	12:30 – 2:00 College Hour	12:00 – 12:50	12:30 – 2:00 College Hour	12:00 – 12:50
1:00 – 1:50		1:00 – 1:50		1:00 – 1:50
2:00 – 2:50	2:00 – 3:20	2:00 – 2:50	2:00 – 3:20	2:00 – 2:50
3:00 – 3:50	3:30 – 4:50	3:00 – 3:50	3:30 – 4:50	3:00 – 3:50
4:00 – 4:50		4:00 – 4:50		4:00 – 4:50
Evening	Evening	Evening	Evening	Evening

**Major:** \_\_\_\_\_

**Math Score:** \_\_\_\_\_ **Music Score:** \_\_\_\_\_

**Previous FLCC Credit:** \_\_\_\_\_

**Messages/Recommendations:** \_\_\_\_\_

**Advisor Approval:**

\_\_\_\_\_

**Academic Advisor Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Student Signature** (required):

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/student-services/resources.html#codeofconduct](http://www.flcc.edu/offices/student-services/resources.html#codeofconduct) 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** \_\_\_\_\_

**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**

**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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## USING WEBADVISOR TO SEARCH FOR CLASSES

- Go to FLCC's web site: [www.flcc.edu](http://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."