

Policy: **Admission of Home-Schooled Students**
Responsible for Policy: Enrollment Management

Policy Number: **C-3**
Most recent approval date: Spring 2015

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 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 Document

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

Review date/action taken (requires Board of Trustees approval):

- May 2010: original approval date
- December 2012: non-substantive revisions
- Spring 2015: no revisions

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.

In addition, FLCC admissions policy for all applicants requires that they provide an official transcript of their successfully completed high school course work to the Admissions Office. Home-schooled applicants must provide a home-school transcript of work successfully completed at the high school grade levels of 9-12.

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

Review date/action taken:

- May 2010: original effective date
- December 2012: no revisions to procedures
- Spring 2015: non-substantive revisions