

Dear Future FLCC Student,

Welcome to Finger Lakes Community College!

FLCC believes participation in an Orientation-Registration event is critical to the success of students who are new to our college (or who have been away for more than 6 years). Attending college is an important endeavor and to be successful, students need to make college their priority. We believe the first step in demonstrating commitment to the college experience is attending Orientation-Registration in order to receive information important to succeeding at the college. To provide you with a range of options, we offer many Orientation-Registration opportunities, with events at each of our four campus locations.

**Exceptions are only considered for students who have already taken placement testing (or who are exempt) and who**

- (a) will take all coursework online, or**
- (b) reside in excess of 90 miles from our Canandaigua campus, or**
- (c) earned an FLCC degree in or after 2005.**

If you do not meet one of these criteria, please log into WebAdvisor and sign up to attend Orientation-Registration.

Students who believe they have extenuating circumstances that will prohibit them from attending an Orientation-Registration event may submit the following information for consideration. Please return the completed form **no later than January 13, 2012.**

by mail: Finger Lakes Community College, 3325 Marvin Sands Drive, Canandaigua, NY 14424  
 or fax: (585) 394-8304  
 or email: center@flcc.edu

Student Name \_\_\_\_\_ Date \_\_\_\_\_

\*Email address (required; see below) \_\_\_\_\_

***We will communicate with you via the email address you provide. Please be certain it is legible.***

Telephone \_\_\_\_\_

FLCC ID Number or Date of Birth \_\_\_\_\_

Justification for missing Orientation-Registration.

- I am registering for online classes only.
- I live in \_\_\_\_\_ which is more than 90 miles from FLCC's Canandaigua campus and traveling to Canandaigua would create a hardship.
- I have an FLCC degree from 2005 or later.
- \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Next steps.

\*You will be notified via email within 5 business days of our decision regarding this request to register without attending an Orientation-Registration event. If approved, you will be sent a list of steps to follow in order to successfully enroll. The steps include, but are not limited to, completion of our enrollment forms, viewing on-line orientation videos, reviewing curriculum requirements for your program, scheduling a telephone advising appointment during College business hours, and complying with immunization requirements. You will need to have the free Adobe Reader, available for download at [get.adobe.com/reader](http://get.adobe.com/reader), and be able to print and return forms to us with signatures.

For office use only: reviewed by \_\_\_\_\_ approved \_\_\_\_\_ denied \_\_\_\_\_

Comments \_\_\_\_\_  
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