



## **Campus Mandates, Policies, Reports, and Related Consumer Information**

Genesee Community College shall comply with all state and federal mandates. The vice president for student and enrollment services and the vice president for human resources and planning shall be responsible for the publication and dissemination of information related to such mandates, with the cooperation of the director of institutional research; the director of intercollegiate athletics; the senior campus security officer; and other Genesee Community College personnel as may be needed to provide timely and accurate information.

Early in the fall of each year (or other such deadline as is established by legislation), Genesee Community College shall publish a document under the title, "Student Rights and Responsibilities Handbook." This single document shall contain all information related to compliance with all legislation and any new amendments and similar compliance legislation enacted subsequent to the establishment of this policy. This document shall also be posted on the Genesee Community College website.

Genesee Community College shall notify in writing every prospective student and employee of the College regarding the availability of this information in printed and electronic form, and shall, in the same notification, provide instruction on how copies of this information may be obtained.

Genesee Community College shall electronically notify, every current student, faculty member, and staff member of the College of the availability of this information in printed and electronic form, and shall, in the same notification, provide instruction on how copies of this information may be obtained.

Gender equity information shall also be made available on request to parents and coaches of high school athletes.

The "Student Rights and Responsibilities Handbook" contains information on a wide range of College policies and procedures (drug and alcohol abuse prevention, drug-free workplace, bias crimes, directory information, nondiscrimination, smoking, sexual assault, and sexual harassment), consumer information regarding student financial assistance and tuition liability, refund, and repayment of Title IV funds policies, and graduation and completion rates. Information regarding the Family Educational Rights and Privacy Act (FERPA) are included along with the most recent Cleary Act and Equity in Athletics Disclosure Act (EADA) reports.

Additional information about Genesee Community College is available through numerous publications including, but not limited to, the College catalog and our website ([www.genesee.edu](http://www.genesee.edu)). To request a copy of any Genesee Community College publication, please write or call:

Genesee Community College  
Vice President for Student and Enrollment Services  
One College Road  
Batavia, NY 14020

(585) 345-6848

**FOR OFFICE USE ONLY**Adm Type   Std Type 

# FREE APPLICATION FOR ADMISSION

Complete and mail this form and transcripts to: Genesee Community College, Admissions Office, 1 College Rd., Batavia, NY 14020

**A PERSONAL INFORMATION**

- 1 Have you taken a course at Genesee?  Yes  No      2 Social Security #  -  -
- 3 Name \_\_\_\_\_  
last, first, middle initial
- 4 Former name \_\_\_\_\_  
last, first, middle initial
- 5 Mailing address \_\_\_\_\_  
street, apartment #, city, state, ZIP code
- 6 Permanent address \_\_\_\_\_  
street, apartment #, city, state, ZIP code
- 7 Previous address \_\_\_\_\_  
street, apartment #, city, state, ZIP code
- 8 County of residence \_\_\_\_\_      9 Home phone # (\_\_\_\_) \_\_\_\_\_
- 10 Cell phone # (\_\_\_\_) \_\_\_\_\_      11 Email address \_\_\_\_\_

- 12 Gender  Male  Female      13 Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_      14 Are you a citizen of the United States?  Yes  No
- 15 Are you Hispanic/Latino?  Yes  No
- A If Hispanic/Latino, is your background (select one):  
 Central American     Dominican     Mexican     Puerto Rican     South American     Other Hispanic/Latino
- B Is your race (select as many as apply):  
 American Indian/Alaskan Native     Asian     Black or African American     Native Hawaiian or Other Pacific Islander     White
- Your response to questions 15 is voluntary and confidential. Self-disclosure of racial or ethnic information will not be used to evaluate your application. Refusal to provide such information will not subject the applicant to any adverse treatment.

16 Check here if your parent is a Genesee Community College graduate. 17 Have you been convicted of a felony or received a disciplinary dismissal from college?  Yes  No

If you have a learning disability or handicapping condition that may require accommodation, you may call our Center for Academic Progress at 585-345-6840 or write to: CAP, Genesee Community College, 1 College Road, Batavia, NY 14020-9704. Self-disclosure of disability information is solely voluntary. Such information will be kept confidential. Refusal to provide such information will not subject the applicant to any adverse treatment.

**B ADMISSIONS INFORMATION**

- 18 In which semester and year do you wish to enroll?  Fall  Spring  Summer Year \_\_\_\_\_
- 19 Will you enroll full-time or part-time?  Full-time  Part-time      20 Check here if you plan to seek a degree or certificate from Genesee.   
 You cannot enroll full-time in summer.      Students not seeking a degree or certificate are not eligible for financial aid.
- 21 If you checked the box in 20, which type of program will you pursue?  
 Associate in science     Associate in art     Associate in applied science     Certificate
- 22 If you checked the box in 20, which program do you wish to pursue? \_\_\_\_\_  
 Turn the page to see a list or enter "General Studies" if undecided.
- A If you answered "Nursing" to 22, are you a licensed practical nurse?  Yes  No
- B If you answered "Liberal Arts and Sciences: Humanities & Social Science" to 22, then you must choose one of the following concentrations:  
 English/Literature/Humanities     Social Science     Foreign Language     History/Political Science
- C If you answered "Liberal Arts and Sciences: Math & Science" to 22, then you must choose one of the following concentrations:  
 General Math/Science     Chemistry
- D If you answered "Teaching Assistant" to 22, then you must choose one of the following concentrations:  
 Developmental Disabilities     Learning Strategies and Technologies     Generalist
- 23 Do you intend to take all of your Genesee courses through distance learning?  Yes  No  I'm not sure  
 Distance learning includes flexible combinations of online courses, telecourses and other course options.
- 24 List the academic, athletic, and social activities in which you participated, and any honors you received.
- \_\_\_\_\_

**B ADMISSIONS INFORMATION (CONTINUED)**

25 Check here if you would like to receive information about the 2+2 cooperative program.   
The 2+2 cooperative program allows students to be accepted by both Genesee Community College and a four-year college at the same time. It is designed to help students who plan to transfer to a four-year school to pursue a bachelor's degree after graduating from Genesee.

26 In case of emergency, notify \_\_\_\_\_ 27 Phone # (\_\_\_\_) \_\_\_\_\_

**HIGH SCHOOL INFORMATION** Applicants must have an official high school transcript sent to the Admissions Office. GED recipients must send a copy of their equivalency scores.

28 What high school did you attend? \_\_\_\_\_ 29 City \_\_\_\_\_ 30 State \_\_\_\_\_

31 Did you graduate?  Yes  No 32 In which month and year did you (or will you) graduate? \_\_\_\_/\_\_\_\_

33 Which type of high school diploma did you (or will you) earn?  
 Regents—Advanced Designation  Regents  Local  Individualized Education  None

34 Did you earn a GED?  Yes  No 35 If you answered "Yes" to 34, enter your GED month/year. \_\_\_\_/\_\_\_\_

**COLLEGE INFORMATION** Transfer students must have official college transcripts sent to the Admissions Office.

36 Provide the following information about any college(s) you previously attended.

For office use only ACT college code	Name	City	State	Full- Time	Part- Time	Date entered (MM/YY)	Date left (MM/YY)
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	____/____	____/____
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	____/____	____/____
_____	_____	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	____/____	____/____

37 Did your mother attend college?  Yes  No 38 Did your mother graduate from college with a bachelor's or higher degree?  Yes  No

39 Did your father attend college?  Yes  No 40 Did your father graduate from college with a bachelor's or higher degree?  Yes  No

**ANSWER QUESTIONS 41-45 ONLY IF YOU ARE NOT A CITIZEN OF THE UNITED STATES**

41 Country of birth \_\_\_\_\_ 42 Country of citizenship \_\_\_\_\_

43 Are you a permanent United States resident?  Yes  No

44 If you answered "Yes" to 43, what is your alien registration number? # A

45 If you answered "No" to 43, indicate your visa type.  B-2  F-1  H-4  J-1  A-2  Other (specify) \_\_\_\_\_  
Check F-1 if you need a student visa.

By my signature below I attest that all information provided is accurate and complete.  
I understand that inaccurate or incomplete information may nullify my acceptance to Genesee Community College.

**46 APPLICANT SIGNATURE** \_\_\_\_\_ **47 DATE** \_\_\_\_/\_\_\_\_/\_\_\_\_

If you are under 21 and plan to enroll full-time, then your high school counselor must complete section C below and attach a final high school transcript to this application. If you are 21 or older or you do not plan to enroll full-time, then leave section C blank.

**C IS TO BE COMPLETED BY YOUR HIGH SCHOOL COUNSELOR IF YOU ARE A HIGH SCHOOL STUDENT**

48 School name \_\_\_\_\_

49 School address \_\_\_\_\_  
street, city, state, ZIP code

50 School phone # (\_\_\_\_) \_\_\_\_\_ 51 School ACT code \_\_\_\_\_

52 If applicable, provide a brief statement regarding any matter of interest to the Admissions Committee.  
\_\_\_\_\_  
\_\_\_\_\_

53 Student's actual class rank \_\_\_\_\_ 54 Class size \_\_\_\_\_ 55 Student's high school average \_\_\_\_\_

56 Student's graduation date \_\_\_\_/\_\_\_\_/\_\_\_\_ 57 Student's diploma type:  
 Regents—Advanced Designation  Regents  Local  Individualized Education  
An Individualized Education diploma does not meet the requirement for admissions.

58 Has the student taken the ACT?  Yes  No 59 If you answered "No" to 58, when will the student take the ACT? \_\_\_\_/\_\_\_\_/\_\_\_\_

60 Counselor signature \_\_\_\_\_ 61 Title \_\_\_\_\_ 62 Date \_\_\_\_/\_\_\_\_/\_\_\_\_

## What will happen after I apply?

Good question. But first, take a minute to make sure that you've filled out everything that you need to on the application form.

- Most importantly, don't forget to sign and date your application on the back side of the sheet.
- Next, you may have noticed that the application is divided into sections A, B, and C. All applicants need to complete sections A and B. If you are a high school student, your counselor must fill out section C.
- Did you pick a major (called a "program" in question 22)? The two-year degrees we offer are listed to the right.

Applicants must have an official high school transcript sent to our Admissions Office. If you hold a GED, you also must submit a copy of your equivalency scores.

If you plan to enroll full-time and you have not completed six credits at Genesee that apply to your program, you must take either the American College Test (ACT) or Genesee's Compass test. If you've taken the ACT, then we need you to have your scores sent to our Admissions Office. Although most of our programs are non-competitive, these tests help us know which math, reading and English classes will be right for you.

## What about financial aid?

Roughly eight out of 10 full-time students at Genesee receive financial aid. In fact, the College awarded more than \$17 million in aid in 2007. Here are three tips to get you started on the financial aid process:

- File a Free Application for Federal Student Aid (FAFSA). **For the fastest turnaround time, file electronically at [fafsa.ed.gov](http://fafsa.ed.gov).** If you'd prefer to file a paper FAFSA, copies are available at our Financial Aid Office.
- Next, follow through with the paperwork you'll be sent after filing a FAFSA. You'll receive a Student Aid Report (SAR), which will be sent automatically to our Financial Aid Office if you have listed Genesee's SAR code (006782) on your FAFSA. If you are a New York state resident, then you also should receive information from the New York State Tuition Assistance Program (TAP) after your FAFSA is processed.
- Finally, apply for scholarships. We offer many awards that help qualified students afford school. Check them out online at [genesee.edu/scholarships](http://genesee.edu/scholarships) or call the Financial Aid Office at 585-345-6900.

## How will I know what to do next?

With few exceptions, Genesee is an open-admission institution. We notify in writing all applicants who have been accepted. However, if your application is incomplete, you'll receive a checklist detailing what we need in order to move ahead. Sometimes we also call applicants to let them know about the status of their applications and to ask for documentation that we need.

In the meantime, if you have any questions about the application process or would be interested in taking a tour of our campus or meeting some of the faculty, staff, and students, call our Admissions Office toll-free at 1-866-CALL-GCC (1-866-225-5422) or check our open house schedule online at [genesee.edu/open-house](http://genesee.edu/open-house).

## PROGRAMS/MAJORS

Accounting  
Administrative Assistant  
Alcohol and Substance Abuse Studies  
Biotechnology  
Business Administration  
Communications & Media Arts  
Computer Information Systems  
Computer Support and Operations  
Computer Systems & Network Technologies  
Computerized Drafting & Design  
Criminal Justice  
Customer Relationship Management  
Digital Art  
Economic Crime Investigation  
Engineering Science  
Entrepreneurship  
Fashion Merchandising Management  
Fine Arts  
Fitness and Recreation Sports Management  
General Studies  
Human Services  
Humanities & Social Science  
Individualized Studies  
Math & Science  
Medical Administrative Assistant  
Nursing  
Paralegal Studies  
Physical Education Studies  
Physical Therapist Assistant  
Respiratory Care  
Sport Management Studies  
Teacher Education Transfer  
Teaching Assistant  
Theatre Arts  
Theatre Technology  
Tourism and Hospitality Management  
Web Development

### Affirmative Action

In accordance with federal regulations, the New York State Human Rights Law, Section 504 of the Rehabilitation Act of 1973, and the Americans With Disabilities Act, Genesee Community College does not discriminate on the basis of age, race, color, creed, gender, religion, marital status, veteran status, national origin, disability, or sexual orientation in educational programs, activities, admissions, or employment.