

**Schuylerville High School**  
**Fall 2023 – Spring 2024**  
**College in the High School Course Offerings**



**GENERAL INFORMATION:**

Fall half-year courses may offer a second sequential course, to be enrolled in separately, for an additional three credits and an additional cost of \$225. You will be given enrollment information in January for spring half-year course offerings.

Any students residing outside Fulton or Montgomery counties must also provide the Certificate of Residence form they obtained from their County Treasurer's Office with their registration form.

Any prior outstanding balances must be resolved prior to the application deadline date to be registered for courses. Registration forms received after the deadline date may not be processed. If you have previously taken a College in the High School course and have a question about your account balance or questions regarding your Tuition and Fees statement, you can contact the Bursar's office at 518-736-3622, ext. 8604.

**WHAT IF I CHANGE MY MIND AFTER I SUBMIT MY APPLICATION FOR COLLEGE CREDIT?**

If you enroll for college credit and then change your mind, you must notify FMCC to cancel your college enrollment. The date you notify FMCC will determine if you will be responsible for payment.

To cancel your enrollment, call FMCC's Registrar at (518) 736-FMCC (3622), ext. 8141 or 8700 or email the office at [registrar@fmcc.suny.edu](mailto:registrar@fmcc.suny.edu)

**FALL 2023 IMPORTANT DATES:**

Fall Registration forms will be collected by high school faculty and mailed back to FMCC's Registrar, postmarked no later than September 22nd.

You may drop the course and receive a cancellation of your tuition bill if you contact FMCC by October 10, 2023. After October 10th, you will be responsible for tuition payment, even if you have not already paid the bill.

For half-year courses, you may withdraw from a course and receive a grade of "W" (withdrawal) between October 10th and December 1st. You will still be responsible for tuition payment.

For full-year courses, you may withdraw between October 13th and May 2nd, 2024, and receive a grade of "W". You will still be responsible for tuition payment. A student may not withdraw from a CHS course with a grade of "W" after the deadline except in the case of special circumstances that are verified and approved by the Dean of Academic Affairs

**SPRING 2024 IMPORTANT DATES:**

Spring Registration forms will be collected by high school faculty and mailed back to FMCC's Registrar, postmarked no later than February 5th.

You may drop the course and receive a cancellation of your tuition bill if you contact FMCC by March 1st, 2024. After March 1st, you will be responsible for tuition payment, even if you have not already paid the bill.

For half-year courses, you may withdraw from a course and receive a grade of "W" (withdrawal) between March 2nd and May 3rd. You will still be responsible for tuition payment.

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School	Semester	Course Number	Section	Course Title	Credits	Cost	Instructor Name	Length of Course	In-person/ Distance Learning
Schuylerville	Spring 2024	BUS 137	76	Business Communications	3	\$225	Shauna Sitts	Half Year	Distance Learning via Galway HS