HARTFORD CENTRAL SCHOOL – FMCC COLLEGE IN THE HIGH SCHOOL
FALL 2019 COURSE OFFERINGS – DISTANCE LEARNING - TENTATIVE

<table>
<thead>
<tr>
<th>Course</th>
<th>Section</th>
<th>Course Title</th>
<th>Credits</th>
<th>Cost</th>
<th>Instructor Name</th>
<th>Length of Course</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUS101</td>
<td>76</td>
<td>Principles of Business</td>
<td>3</td>
<td>$207</td>
<td>Shauna Sitts</td>
<td>Half Year</td>
</tr>
<tr>
<td>BUS137</td>
<td>76</td>
<td>Business Communications</td>
<td>3</td>
<td>$207</td>
<td>Shauna Sitts</td>
<td>Half Year</td>
</tr>
</tbody>
</table>

PLEASE NOTE:
- Half Year courses may offer a second sequential course, to be enrolled in separately, for an additional three credits and an additional cost of $207. You will be given enrollment information in January for spring half year course offerings.
- Fall Registration forms will be collected by the faculty and mailed back to the FM Registrar's offices postmarked no later than September 23rd. 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 by that date to be registered for courses. Registration forms received after that postmark date may not be processed.

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 FM to cancel your college enrollment. The date you notify FM will determine if you will be responsible for payment.
- You may drop the course and receive a cancellation of your tuition bill if you contact FM by October 11, 2019.
- After October 12th, 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 14th and December 2nd. You will still be responsible for tuition payment.
- For full-year courses, you may withdraw between October 13th and May 1st 2020 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 a “W” after the deadline except in the case of special circumstances that are verified and approved by the Provost and Vice President of Academic Affairs.

To notify FM to cancel your enrollment, call the FM Registrar’s Office at (518) 736-FMCC (3622), ext. 8701, 8702, 8703 or 8700.

Revised 07/16/2019