

SUNY SCHENECTADY COUNTY COMMUNITY COLLEGE

FALL 2023 REGISTRATION INSTRUCTIONS

SUNY Schenectady and your high school are pleased to offer the opportunity to earn college credits while still in high school. You are currently sitting in a high school courses that can count for college credit, should you choose to complete the SUNY Schenectady registration process.

This registration is for Fall Only or Full Year CHS classes. Please check at this link for classes available at your high school. <https://sunysccc.edu/Academics/K-12-Initiatives/College-in-the-High-School/Resources-for-Students-and-Parents/Course-Offerings.html>

**Please read the information below carefully
before completing your registration.**

- **STEP 1:** An **online registration** form must be completed and submitted to SUNY Schenectady no later than **OCTOBER 11, 2023**. No late applications will be accepted.

PLEASE REGISTER FOR ALL CLASSES AT ONE TIME!

Registration information available at www.sunysccc.edu/chs

ALL Students will register at the link below:

https://admissions.sunysccc.edu/register/CHS_Fall23

- **STEP 2: Non-Schenectady County Residents** must obtain a Certificate of Residence (COR) from their county of residence and submit that to their instructor no later than September 29, 2023. Failure to submit a COR will result in a non-resident rate of pay, which is \$201 per credit. Please note if you submitted a COR in the SPRING OF 2023 you do NOT have to submit another one. Schenectady county residents do NOT need to submit anything.
 - Certificates of residence can be obtained at the County Treasurer's office. Please contact your county treasurer for specifics.

<https://sunysccc.edu/Academics/K-12-Initiatives/College-in-the-High-School/Resources-for-Students-and-Parents/How-to-Obtain-a-Certificate-of-Residence.html>

- **STEP 3:** Both parents, students, and guardians should view our website for important information about CHS Important Dates & Deadlines and other procedural items at www.sunysccc.edu/chs
- **STEP 4:** Financial Hardship "Access" Scholarship and waivers for free/reduced lunch participants are available. Click [HERE](#) for more information and to apply.

Questions can be sent via email to gallolm@sunysccc.edu or by calling 518-381-1315.