



State University of New York College at Geneseo

Summer 2015 Registration Request for Non-matriculated and Non-degree Students

LAST NAME FIRST NAME M.I. SOCIAL SECURITY NUMBER

CLASS LEVEL: Undergraduate Graduate

TYPE OF STUDENT: Non-degree Non-matriculated

**Mail or fax this form to the Office of the Registrar, Erwin Hall, SUNY at Geneseo, Geneseo, NY 14454.
Fax: (585)-245-5530. Non-matriculated students must also include: (1) a completed Application for Non-Matriculated Status form below with the Code of Conduct and (2) unofficial transcripts from any institution of higher education attended other than Geneseo.**

Course Selection

CRN					SUBJ	CRSE	SEC	TITLE	DAY/TIME	CRS	RPT*	Session Number

*Identify all courses that are D/E repeat courses by noting R. (See Repeated Courses in the Undergraduate Bulletin.)
Maximum course load of 7 credits in a 5 week session and 4 credits in the 3 week session. Maximum of 15 credits for the summer.

Note: Non-attendance, non-participation, and/or non-payment is not sufficient notice of intent to drop a course. Students who register and later decide not to attend a course must process a Course Change Record (Drop/Add) form in the Office of the Registrar (Erwin 102).

PLEASE FILL IN THE INFORMATION ON THE NEXT PAGE

LAST NAME FIRST NAME M.I. SOCIAL SECURITY NUMBER

LAST NAME

FIRST NAME

Home Address:

Number & Street: _____

City/State/Zip: _____

County: _____ Home Phone No.: () _____

Home E-Mail Address _____

Summer Local Address (If known) or Business Address:

Number & Street: _____

City/State/Zip: _____

Local Phone No.: _____ Date of Birth: _____ Gender: Male Female

Local E-Mail Address _____

All students must complete this section:

Statement of Residency:

Check one of the following categories and sign below. No registrations will be accepted without this affidavit.

___ I hereby affirm that I am a bona fide resident of the State of New York

___ I am not a resident of the State of New York

Signature: _____

Date: _____

Ethnic Origin (optional):

- 1. White, non-Hispanic
- 2. Black, non-Hispanic
- 3. Hispanic
- 4. Asian/Pacific Islander
- 5. American Indian/Native Alaskan
- 6. Non-resident alien
- 7. Other

Acknowledgement Statement (All students must complete this section):

I attest to the accuracy of the information I have provided. *I realize that non-attendance, non-participation, and/or non-payment is not sufficient notice of intent to drop a course.*

Signature: _____ Date: _____

Grade Reports: Grades for all three summer sessions will be available on my.geneseo after the close of Session IIIB.

State University of New York College at Geneseo
2015 Application for Non-Matriculated Status

(Please be sure to answer all questions. Incomplete applications will not be processed.)

ENROLLMENT CLASSIFICATION: UNDERGRADUATE GRADUATE

Student Information

Name _____
last first middle
Male _____ Female _____ Date of Birth: _____ SS# _____/_____/_____

Permanent Address:

Number & Street _____
City _____ State _____ Zip _____
County _____ Phone _____ - _____ - _____
E-Mail Address _____

EDUCATIONAL BACKGROUND: List <u>all</u> institutions of higher education attended and attach transcript from each:				
College	Dates of attendance	Sem. hrs.	Major (if applicable)	Degree

List Teaching Certification and field (if applicable): _____

Application Information

- Do you have a bachelor's degree? Yes No
- Have you ever applied for admission to SUNY Geneseo as a regular student? Yes No
If yes, give the approximate date of application _____ and a brief explanation of why you did not attend as a matriculated student _____
- Do you plan to apply for admission to SUNY Geneseo as a degree student? Yes No
If yes, for which semester are you applying? _____ Which program? _____

Payment Information (See summer.geneseo.edu for tuition and fee rates)

Registration by mail or fax will be processed only if payment accompanies the registration.

____ I am including payment by check or money order (payable to SUNY Geneseo).
____ I am charging my payment and have completed the requested information below

I, _____ authorize SUNY Geneseo to charge my MC/Discover/Visa			
account # _____ expiring on _____ Daytime telephone _____			
Amount	CVV Code	Cardholder Signature	Date

I attest to the accuracy of the information I have supplied in this application. I understand that my registration may be canceled if information is false or inaccurate.

Signature _____ Date _____

Non-matriculants at Geneseo are restricted to an overall limit of 15 graded credit hours for undergraduates or 6 graded credit hours for graduates. Please be prepared to provide evidence that you have met course prerequisites. The College may require additional information or documentation to verify registration eligibility. Please be aware that approval to attend classes as a non-matriculated student confers NO preference in the Geneseo admissions process.

State University of New York College at Geneseo
Dean of Students
Center for Community

SUNY Geneseo - Student Code of Conduct

In April, 2004 SUNY Chancellor Robert L. King, in an effort to address hazing and excessive alcohol consumption issues, mandated that each SUNY campus “develop a specific written plan to ensure students receive and positively affirm [their] campus’s Student Code of Conduct.” In keeping with the Chancellor’s mandate, what follows is a segment of Geneseo’s Code of Conduct. The full text of the Code can be found in the *Student Handbook* (<http://handbook.geneseo.edu>), or the *Undergraduate Bulletin*. (<http://bulletin.geneseo.edu>).

Geneseo is distinguished by one overriding purpose: to achieve excellence in higher education. The College realizes this through a spirit of cooperation and collaboration among all members of the community. In particular, Geneseo values:

- Excellence**, and upholds high standards for intellectual inquiry and scholarly achievement;
- Innovation**, and affirms a spirit of exploration that fosters continued excellence;
- Community**, and embraces the educational aspirations and interests that its members share;
- Diversity**, and respects the unique contributions of each individual to the campus community;
- Integrity**, and promotes the development of ethical citizens; service to society, and models the qualities it seeks to develop in its students;
- Tradition**, and celebrates its long history of collaborative, learning-centered education.

Individual honesty and integrity, respect of oneself and others, concern for the physical well being of oneself and others, and concern for the community are values that are fundamental to the development of self-awareness and interpersonal competence that characterizes a liberally educated person.

Members of the College community are expected to act with respect for the safety, personal rights and property of individuals and groups both in and outside the College, as well as respect the proper authority of local, state, and federal officers and officials. Violations of local ordinances, or of state or federal laws, by members of the College community, may entail College disciplinary action regardless of where such actions occur, if they are of a serious nature affecting the interests of the College community and violate College standards of conduct as set forth herein.

The following is a list of examples of the types of behaviors that are antithetical to the values Geneseo has identified as essential elements toward excellence in higher education. It is published to provide fair notice of the types of conduct that may result in disciplinary action. This list is not all-inclusive.

Examples of behaviors that may lead to disciplinary action include:

- 1 Physical or verbal abuse, intimidation, or harassment of another person or group of persons including acts such as killing, assaulting, battering, stalking, sexually assaulting, or sexually harassing another person.
- 2 Deliberate or careless endangerment; tampering with safety alarms or equipment; setting unauthorized fires; violation of specific safety regulations; failure to render reasonable cooperation in any emergency; possession, use, or storing on campus of firearms (including compressed air guns, pellet, or BB guns), weapons, dangerous chemicals, martial arts weapons, or any explosive device of any description, knives, or fireworks.
- 3 Obstruction or forcible disruption of regular college activities, including teaching, research, administration, campus services, discipline, organized events, and operation and maintenance of facilities; interference with the free speech and movement of members of the College Community; refusal to identify oneself when requested or to obey any other lawful instruction from a College official or faculty member to discontinue or modify any action which is judged disruptive.
- 4 Dishonesty, including (but not limited to) provision of false information, alteration or misuse of documents, plagiarism and other academic cheating, impersonation, misrepresentation, or fraud. Causing, making, or circulating a false report or warning of a fire, explosion, crime or other catastrophe.
- 5 Obscene, indecent, or grossly inconsiderate behavior, exposure of others to highly offensive conditions, disregard for the privacy of self or others.
- 6 Theft, abuse, or unauthorized use of personal or public property, including unauthorized entrance to college facilities, possession of stolen property, and littering.

- 7 Illegal use, sale, distribution, manufacturing, or possession of stimulants, intoxicants, or drugs. Participation of a student in any incident, accident, or personal injury that is related to the use by that student of any stimulant, intoxicant, or drug.
- 8 Use or possession of open containers of alcoholic beverages on campus other than at approved locations and events, or in accordance with the SUNY Geneseo Policy on Alcohol and Illicit Drugs. Containers of alcoholic beverages found on campus which are not in compliance with approved college policies will be confiscated and/or destroyed by a University Police Officer or College official.
- 9 Gambling on campus or at organized student activities.
- 10 Theft or abuse of computer time, including but not limited to:
 - a Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose.
 - b Unauthorized transfer of a file.
 - c Unauthorized use of another individual's identification and password.
 - d Use of computing facilities to interfere with the work of another student, faculty member or College official.
 - e Use of computing facilities to send obscene or abusive messages.
 - f Use of computing facilities to interfere with normal operation of the College's computing system.
- 11 Failure to comply with the lawful directions of any college official, staff member, or student employee who is acting in performance of duties of position or is explicitly assuming responsibility on behalf of the College in the absence of a particular official. (Emergency orders may supersede some written regulations. Students who receive orders which they consider unreasonable, although not illegal, must obey them at the time and may bring a formal complaint later against the issuing staff members by writing to the Vice President for Student and Campus Life.)
- 12 Abuse of the Judicial System, including but not limited to:
 - a Failure to obey the summons of a judicial body or College official.
 - b Falsification, distortion, or misrepresentation of information before a judicial body.
 - c Disruption or interference with the orderly conduct of a judicial proceeding.
 - d Institution of a judicial proceeding knowingly without cause.
 - e Attempting to discourage an individual's proper participation in, or use of, the judicial system.
 - f Attempting to influence the impartiality of a member of a judicial body prior to, and/or during the course of, the judicial proceeding.
 - g Harassment (verbal or physical) and/or intimidation of a member of a judicial body, witness, or complainant prior to, during and/or after a judicial proceeding.
 - h Failure to comply with the sanction(s) imposed under the Student Code of Conduct.
 - i Influencing or attempting to influence another person to commit an abuse of the judicial system.
- 13 Deliberate incitement of others to commit any of the acts prohibited above; involvement as an accessory to any of the prohibited acts by providing assistance or encouragement to others engaged in them or by failure to separate oneself clearly from a group in which others are so engaged when there is sufficient time and opportunity.
- 14 Violating state or federal law if such action has serious impact on the College community.
- 15 Violating College Policy.

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I positively affirm that I have read and will abide by SUNY Geneseo's Student Code of Conduct.

Name (Print) _____ SSN/GID# _____

Signature _____ Date _____