



The College at  
**BROCKPORT**  
STATE UNIVERSITY OF NEW YORK

**POLICY TITLE: Proper Registration is Required to Receive Credit for Courses**

**OVERVIEW:** All students are urged to note carefully the following course registration information in order to assure proper registration and receive credit for courses.

**OFFICE/DEPARTMENT RESPONSIBLE:** Office of Registration and Records

**DATE UPDATED:** August 2009

---

**Proper Registration is Required to Receive Credit for Courses**

Students are required to be properly admitted to the College and registered for courses by the late registration deadline each semester. Persons who are not officially registered as students by that date, even if they have been participating fully in courses, will not receive credit for these courses. There is no retroactive registration. Students whose original registrations have been dropped for any reason and who have not re-registered by that deadline will also not receive credit.

Faculty are responsible knowing who is registered in their classes and for not allowing unregistered persons to attend and participate in their classes at any time. There are no exceptions to this rule.

---