



## OFFICE OF THE REGISTRAR

## Request for Maintenance of Matriculation

This form is to be used by students taking full-time outside studies required by their program. (If you are pursuing outside courses on your own you must file a **"Leave of Absence"** or **"Official Withdrawal"** form. The registrar can help you determine the correct option.)

*Please note: It is the responsibility of the student to file this form EACH semester when taking outside courses. This form is subject to approval by your school. **There may be financial aid considerations associated with filing this form—consult the Office of Student Accounts.***

Name: \_\_\_\_\_  
LAST \_\_\_\_\_ FIRST \_\_\_\_\_

YU ID #: \_\_\_\_\_  
STARTS WITH # 800 or 999

Phone: \_\_\_\_\_ YU Email: \_\_\_\_\_

Semester Requested (choose ONE):  Fall 20\_\_\_\_ or  Summer 20\_\_\_\_

Your are in:

- Combined Plan in Engineering at Columbia
- Bernard Revel Graduate School PhD Program
- Approved Consortium Agreement with another school
- Nursing Program at NYU
- Other: \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

**Student submits form to the school office for approval.**

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### FOR OFFICE USE ONLY

Office of the Dean:

Comments \_\_\_\_\_  
 Approved  Denied Signature \_\_\_\_\_ Date \_\_\_\_\_

*Dean submits form to the Registrar to be processed*

Office of the Registrar:

Comments \_\_\_\_\_  
Processed by \_\_\_\_\_ Date \_\_\_\_\_