Procedures For First Year Students Admitted via Regular Decision

All incoming students must follow the instructions below by the respective deadlines in order to reserve their place in the first year class at The Cooper Union for the Advancement of Science and Art. If you cannot comply with these regulations, please contact the Office of Admissions at 212-353-4120 or admissions@cooper.edu prior to May 1, 2016. When emailing our office regarding this matter, please put “REGULAR DECISION COMPLIANCE” in the email subject line.

Please mail deposit and any materials to: Office of Admissions
30 Cooper Square, 3rd Floor
New York, NY 10003

Sunday, May 1, 2016:
- A nonrefundable deposit for $925.00.
  - This deposit represents half of the current rate of our student fees*. If a fee increase is imposed, we expect it to be modest, and the difference would be due prior to the start of the fall term. Your deposit will be credited to your account and you will be billed for the balance at a later date.
  - Checks should be made payable to The Cooper Union. If you would like to pay your deposit by credit card, please call the Business Office at 212-353-4141.
- Regular Decision Acceptance Form
  - This form serves as your official acceptance of our offer of admission.
- Citizenship Status Verification Form
  - Please complete the Citizenship Status Verification Form and return it with appropriate documentation, i.e. copy of birth certificate, passport or permanent resident card (front and back).

Sunday, May 1, 2016 (Priority Deadline):
- Housing Application
  - After receiving your deposit, we will send you an email regarding how to apply for Cooper Union on-campus housing for Fall 2016. Please contact David Robbins, Director of Housing & Residential Education and Programs, at drobbins@cooper.edu with any housing-related questions.

Friday, July 1, 2016:
- Health Forms
  - Required Health Forms will be available in March. We will contact you via email when they are available.
  - Students are encouraged to contact the Dean of Students, Chris Chamberlin, if they have specific questions about physical or mental health issues and/or disability accommodation services. Please email the Dean of Students at chamber@cooper.edu with any questions or concerns.

Friday, July 15, 2016:
- Final Transcript(s)
  - Send an official copy of your final transcript from your high school, certifying your graduation.
  - International Students: All official transcripts must be translated into English with the date of graduation clearly indicated. An official transcript includes a signature from a school official and a school stamp/seal.

ALL FORMS AND ADDITIONAL INFORMATION CAN BE FOUND AT: COOPER.EDU/ADMISSIONS/NEWSTUDENTS

* All fees are subject to change pending the Board of Trustees meeting in the spring semester.